



# GRENDON UNDERWOOD PARISH COUNCIL

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## **MINUTES of a GENERAL PARISH COUNCIL MEETING held remotely on 24<sup>th</sup> November 2020**

DRAFT Issue date – 28<sup>th</sup> November 2020

B. Martindale - Acting Parish Clerk

*The Council maintains an 'open for business as usual' policy, during the Covid19 crisis in so far as this is possible under current Government guidance. Meetings will be held remotely until further notice subject to the usual quorum requirements for participating Members. Remote meeting dates and joining instructions are publicised on the Council web site & noticeboards and posted to social media in due time allowing residents to also participate remotely.*

The Chairman will bring the meeting to order at 19.30 and, as a 1<sup>st</sup> order of business. The Chairman confirmed the meeting would be recorded for minute purposes only as required

### **Open Forum for Participants-**

The Chairman confirmed the Council is keen to hear from residents and summarised the necessary time constraints for contributions as detailed on the Meetings page of the PC web site.

Two residents of Springhill spoke to affirm they are in process of forming an as yet unconstituted Residents Association with the sole aim of improving all aspects of life on the estate. They had circulated a questionnaire on social media and believed 25 positive responses from recipients was a good start. But they also accepted that this would automatically exclude many residents not on social media. The residents undertook to follow up with door to door deliveries of a flyer to address this & to ensure all residents are made aware of the association and how they can participate in the selection & nomination of its officers. They agreed residents should be able to have the opportunity to select whom they wished to represent them. They agreed to let Council know of outcomes as a proportion of all residents on the estate.

They summarised several matters currently concerning residents like lights, drains & HMP owned green spaces. It was requested they raise PC related concerns, as residents, direct to Council, through the Clerk, to give Council an opportunity to respond more fully after the meeting. The Council confirmed it had long hoped for and would encourage a Residents Association initiative so long as it was legally constituted and that all residents had been involved in its formation. Other residents had advised they were not aware of any such association or of the individuals setting it up and were concerned that a small group was claiming to represent them without their knowledge or permission.

The criteria that PC would need to see in place for a resident group to be recognised as a bona fide association has been advised. This was in progress with an AGM scheduled in Spring.

There was general disappointment that Cllr Irwin had not attended the meeting to provide more information on allegations he has made regarding the PC's relationship with Springhill. Two residents confirmed that Cllr Irwin had taken a step back from direct involvement for now. It was felt important to put on record that Cllr Irwin had 'bypassed' the PC when calling into question how the PC handles its business by writing to our MP and Buckinghamshire Council and that Cllr Irwin should have contacted the PC first.

It was confirmed that the PC remains keen to meet with Cllr Irwin at the earliest opportunity to discuss his allegations and has provided him with availability. His confirmation is awaited.

Extensive debate followed that can be summarised as follows: The Council is very keen to establish a good working relationship with the residents of Springhill as equal members of the greater Grendon Underwood community. But any working relationship must be based on trust and Cllr Irwin's actions had damaged such trust. Far from building community & locality cohesion, his actions have had exactly the opposite effect. Going forward, it is now imperative that Cllr Irwin commits not to discuss council business with third parties behind its back, to withdraw any unsubstantiated allegations including those based on social media gossip and agrees not to further promote any more such gossip and that all communications with Council be made in writing by email either to a Councillor or through the Clerk or through the Council web site.

### **Covid19 Status Report.**

To consider updating previous – increasing numbers of positive tests across the County are a cause of concern. Regular updates from Cllr Tett, Leader of Buckinghamshire Council, are being posted to the GUPC website.

The volunteer group remains ready to re-activate should that become necessary. The shop remains a vital community asset providing good support with adequate stocks and an essential delivery service through volunteers.

The community police team remains at full stretch and requests that calls on them be kept to an absolute minimum.

Local surgeries in Waddesdon & Steeple Claydon are open by appointment and in emergency only – use 111 wherever possible or 999 in emergency as usual.

Links to important, official sources of information remain on the Council web site. **Minute:** The Chairman confirmed that parish support infrastructure remains available on call should it become necessary.

**2011.01 Attendance and apologies:** To note.

**Participating.** Cllrs Molony (Chairman), Benfield (Deputy Chair), Jackman, Mackenzie, Hedgecox, Macpherson. Clerk

**Apologies.** Cllr Branston

**Absences.** Cllr Shepherd.

5 members of the public participated.

**2011.02 Members Interests:** Members to be invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Grendon Underwood Parish Council Code of Conduct for Members and by the Localism

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Act 2011. **Minute** – none declared

**2011.03 Approval of Minutes;** To agree and sign the minutes of the General Meeting of Grendon Underwood Parish Council held on 27<sup>th</sup> October 2020 as a true & accurate record. The DRAFT minutes were posted on 30<sup>th</sup> October 2020 so they could be taken as read at the meeting & such as to allow the minutes to be approved remotely and posted as approved pending final ratification of hard copy, to be held by the Clerk, when this is possible. No changes to the DRAFT have been requested by the cutoff date. **Minute** – approved

**2011.04 Regulatory.**

- i) **Standing Orders, Council Policies, Procedures & Protocols;** to monitor changes. **Minute-** none reported
- ii) **Other Legislation & NALC Advice;** to monitor changes. **Minute-** none reported

**2011.05 Finance & Accounts.**

- i) Consider the RECEIPTS & PAYMENTS OF ACCOUNTS for the period since last meeting; the Chairman to summarise invoices received and paid by emergency protocol authorisation. Relevant bank statements to be issued with the minutes as usual. **Minute-** Resolved to approve payments- bailiffs bill, [re-imburement from S&S confirmed] external audit bill, grass & hedge cutting, mower repairs. The Chairman confirmed all payments were up to date.
- ii) To consider the budget & precept request for 2021-22: **Minute-** the Clerk reminded council, in order to meet the AV submission deadline, December would normally be the month of setting the budget and precept request by resolution of a subcommittee (in the absence of a meeting in December). There has been no confirmation the January deadline will be kept for 2021. The Clerk to advise when timing is confirmed.
- iii) To consider successful conclusion of external audit, advised on 29.10.20. **Minute-** satisfactory conclusion noted. The Clerk confirmed all mandatory documentation had been posted to the web site in due time.
- iv) To consider expenses and other claims; none current. **Minute-** none current.
- v) To review Grants – Incoming – under Parish Councils Act 1957, s.1. **Minute** none current
- vi) To review Community Grants – Outgoing – under objective specific legislation; **Minute-** none current

**2011.06 Planning;** to review any major developments proposed. To consider Consultee requests awaiting response & to ratify any applications processed by fast track protocol. To consider the planning balance for:

**20/03608/APP** temp dwelling, Holly Grove Farm, 23.11.20 – council held a site visit on 13.11.20 and have met with the applicant & residents potentially directly affected. The response was submitted to the Authority on 17.11.20 in due time. In addition, residents have submitted any concerns direct to the Planning Authority through the BC planning portal. **Minute-** the Chairman thanked those councillors attending a site visit and meeting with the appellant & affected residents. The Clerk confirmed the ‘No Objection’ response was subject to consideration of the resident concerns identified.

**20/03749/APP** Maryoak Main Street. Erection of new garage. 04.12.20. **Minute-** no objection

**Appeal 20/00068/REF** 65 dwellings land at Edgcott/ Springhill. **Minute-** it is expected the council objection to the proposal from its inception and through two previous appeals will be passed forward to this one. However, in addition, the Council will consider submitting a confirmatory objection.

**20/03837/APP-** Daffodil Cottage, side & rear extension 15.12.20 **Minute-** no objection

**20/03838/ALB-** Daffodil Cottage, side & rear extension 15.12.20 **Minute-** no objection

**20/03905/APP-** Bay Trees, variation to 20/02047 15.12.20 **Minute-** no objection

**2011.07 Environment.** To report any issues in respect of:

- a Footpath Lighting under Parish Councils Act 1957, s.3; To report any outages – HMP have accepted responsibility for the 4 previously reported outages on the prison access drive. **Minute-** reports of outages on Springhill should be forwarded to the Street Lighting Authority.
- b Verges & Hedges under LGA 1972, ss.101, 111, 112; **Minute-** a resident raised the condition of the footpath along Main Street. Highways to be notified.

**2011.08 Communications.**

**1. WITH STAKEHOLDERS**

- **Buckinghamshire Council:** Land reclamation on hold; **Minute-** to be progressed when possible.
- vii) **Haddenham & Waddesdon Community Board:** next meeting postponed to 25<sup>th</sup> November. Cllr Moloney to represent. To consider submitting a Crisis Fund request, notified 09.11.20. **Minute-** Chairman is keen to pursue and initiate.-
- viii) **Environment & Green Spaces sub-committee:** last meeting 10.11.20, minutes circulated; next meeting 12.01.21 Cllr Moloney to represent. Project funding options to be explored in conjunction with school/ Woodland Trust project. **Minute-** from the minutes it was noted grants are available from Green Schools Fund open to all schools in Aylesbury Vale area – Funding up to 1,500. Deadline 9th December 2020 and Green Community Fund – up to £2,500. Deadline 9th December 2020.  
BC Highways Team to set up a Tree Planting Task and Finish Group to develop and disseminate appropriate guidance to support community tree planting projects.  
**Highways Safety sub-committee:** next meeting tba Cllr Moloney to participate. **Minute-** the Chairman thanked Cllr Macpherson for her crucial involvement in installing the speed camera on the A41.  
**Parish Liaison Meeting:** next meeting tba. **Minute-** noted  
**Freight Steering Group:** next meeting tba. **Minute-** noted.  
**HS2/EWR Working Group:** next meeting tba Cllr Mackenzie to represent. See below.  
**BMKALC AGM.** Minute- meeting held 20.11.20, minutes circulated. **Minute-** the Clerk advised the main point arising was subs are to be held at 2020 rates.

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- **Village Hall:** Cllr Benfield to report. 1<sup>st</sup> Aid Training suspended until further notice. **Minute-** report received  
**CCTV Upgrade.** Further to resolution, Council has resolved to upgrade the CCTV system to address certain vulnerabilities of the current system but subject to the agreement of the Trustees. The Chairman of Trustees has confirmed formal concurrence. Council has confirmed they would be at council expense. Start date to be formally agreed. **Minute-** confirmed start on 30.11.20. Cllr Jackman to be notified for access.
- **Saye & Sele:** Cllr Jackman to report. **Minute-** report received.
- **Community Police Team:** at the Chairman's request, the team has provided latest local crime stats following a spate of robberies recently. **Minute-** much concern over rising crime figures in the parish.
- **HMP Grendon:** have expressed willingness to support trees project pending more detail. **Minute-** project detail awaited.
- **School:** request for playground equipment suppliers provided. **Minute-** provided
- **Woodland Trust trees initiative -** Woodland Trust tree planting project **Minute-** details awaited
- **EfW:** **Minute-** Next meeting 21.01.21. The Chairman to represent. Cllr Macpherson to chair. **Minute-** noted.

## 2. WITH INFRASTRUCTURE

- **HS2/EWR Working Group:** comprising Buckinghamshire County, all Parish councils along the construction route and representatives of both infrastructure project consortia. Held first meeting on 06.10.20, many long-standing questions remain unanswered. To be addressed at next meeting held on 12.11.20 @ 18.00. (next proposed at 10.12.20). **Minute-** matters arising:
  - dedicated web page on the Buckinghamshire Council website, the following link has now been made live. <https://www.buckinghamshire.gov.uk/community-and-safety/improving-your-local-community/hs2-ewr-working-group/>
  - Action Log with answers from EKFB in regard to HS2 made available 12.11.20
  - the HS2 draft local traffic management plan available 11.11.20
  - merged question tracker available 10.11.20
  - HS2 Phase 1 CoCP (operating hours) received 08.11.20

The HS2 Schedule 17 traffic application (on Council web site) is with BC awaiting their response. The Application specifically highlights the pedestrian crossing at the church, across its construction route as it passes through Grendon Underwood, as being particularly dangerous. Traffic amelioration money for such hot spots now under the sole control of BC Highways. No timing for release of HS2 money from TfB. Any significant involvement by the church in such discussions is not forthcoming and this is essential to provide a contact person for direct liaison in real time. Cllr Benfield agreed to contact the church elders. **Minute-** Cllr Macpherson continues to push for BC response. Cllr Benfield to encourage church involvement.

**Ox-Cam Expressway:** whilst the expressway project remains officially "paused", the estimated 1 million houses associated with the road remain potentially 'live' and a major local concern. **Minute-** monitor

- **UK Power Networks:** nothing to report. **Minute-** noted
- **Opus Energy:** nothing to report. **Minute-** noted.

## 3. WITH COMMUNITY

- Springhill-. Council will repeat previous request for participation, commitment & representation from residents of the estate. The Chairman has contacted residents in this regard to establish communication channels. **Minute-** see Open Forum.
- Third Generation: Resident e-mail 14.11.20. Collaboration projects for the over 70s to be explored. **Minute-** awaiting details.
- To consider Community Green Space options at church. **Minute-** motion to use council land at church: proposed Cllr Hedgecox, seconded Cllr Mackenzie, unanimously resolved. Cllr Moloney to explore options & grant funding.
- Newsletter- Cllr Mackenzie to lead. **Minute-** 1<sup>st</sup> proposed in December 20; 2 pa; useful information bulletin. To include app for emergency location.
- Speeding/ Go30: Cllr Mackenzie to lead – suspended pending lifting of restrictions. **Minute-** operational status of MVAS to be confirmed.
- Web site enquiry: Fly tipping in layby on Broadway: The Council is happy to release a bin from reserve given the appropriate legal clearance. Clarification awaited. Cllr Benfield agreed to contact the owner of the trailers parked in the layby as legally required to show lights. To be progressed for police action in the absence of resolution. **Minute-** Cllr Jackman will quarantine the bin currently left outside the village hall having been removed from near a Memorial Bench.
- Web site & email: The web site continues to evolve. **Minute-** the Clerk confirmed the updated remote meeting joining instructions are live on the web site.
- Gigaclear: nothing to report. **Minute-** noted.

## 2011.09 Amenities.

- Playground: **Minute-** Cllr Jackman confirmed COVID notices are monitored and compliant as necessary. He will develop an emergency action plan.
- MUGA: to comply with legal requirements of due diligence, transparency, accountably, and independence in the disposition of such large amounts of public money, Council has resolved to oversee the management of this project professionally such as to ensure value for money and the mistakes of the last playground project are not repeated. Further progress to be developed at meeting with the approved Project Manager & Cllrs Benfield & Jackman on 30.10.20. Project expected to commence next Spring so need to have a clear action plan for the next Council, taking office at that time. **Minute-** PM meeting to be arranged 1<sup>st</sup> quarter 2021.

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**2011.10 Committees; Personnel Committee - Confidential Information;** The Parish Council will make a Resolution to exclude the public from this part of the meeting in accordance with Public Bodies (admission to meetings) Act 1960.

**2011.11 Open forum for Members** (under adjournment); for Councillors to bring items to go on the agenda, for discussion at the next meeting. **Minute-** the Chairman requested re-instatement of standing Agenda items MVAS & defibrillators. New notice board.

**2011.12 To confirm date of next meeting;** To confirm date as scheduled on 26<sup>th</sup> January 2021. Status of remote or actual to be considered. **Minute-** so confirmed - remote.

Meeting closed at 21.40

Signed as a true and accurate record: .....  
 Cllr K. Moloney, Chairman presiding

Dated: .....

| Transactions     |      | GRENDON UNDERWOOD PARISH COUNCIL                    | November     | 2020          |
|------------------|------|-----------------------------------------------------|--------------|---------------|
| Transaction Date | Type | Transaction Description                             | Debit Amount | Credit Amount |
| 02/11/2020       | FPO  | BRYAN LECOCHÉ encampment eviction Inv5160 301553    | £ 803.42     |               |
| 02/11/2020       | FPO  | RT MACHINERY repairs gangmower Inv100773            | £ 328.88     |               |
| 02/11/2020       | FPO  | PKF LITTLEJOHN LLP External Audit fee InvSB20202137 | £ 240.00     |               |
| 02/11/2020       | FPO  | GM OUTDOOR grass cut verges Inv1620                 | £ 185.00     |               |
| 02/11/2020       | FPO  | HMRC - ACCOUNTS                                     | £ 67.60      |               |
| 02/11/2020       | FPO  | CLERK OCT 2020 SALARY                               | £ 270.40     |               |
| 02/11/2020       | FPO  | A.T. BENFIELD slide replacement installation        | £ 770.00     |               |
| 02/11/2020       | FPO  | A.T. BENFIELD Remembrance wreath                    | £ 23.45      |               |
| 02/11/2020       | SO   | MARION RYLEY Professional Services                  | £ 10.00      |               |
| 10/11/2020       | BGC  | BUCKS CNCL BACS S106 slide replacement              |              | £ 1,665.00    |
| 11/11/2020       | FPO  | PAUL BAKER Inv43 HEDGE CUT                          | £ 100.00     |               |
| 17/11/2020       | DD   | OPUS ENERGY LTD 0750932                             | £ 32.77      |               |
| 23/11/2020       | DEP  | S&S encampment eviction reimbursement               |              | £ 669.52      |
| 25/11/2020       | DD   | BC AYLESBURY GEN WASTE                              | £ 30.40      |               |

| Transactions     |            | GRENDON UNDERWOOD PARISH COUNCIL                 | December     | 2020          |
|------------------|------------|--------------------------------------------------|--------------|---------------|
| Transaction Date | Trans Type | Transaction Description                          | Debit Amount | Credit Amount |
| 01/12/2020       | SO         | MARION RYLEY Professional Services               | £ 10.00      |               |
| 02/12/2020       | FPO        | HMRC - ACCOUNTS                                  | £ 67.60      |               |
| 02/12/2020       | FPO        | CLERK NOV 2020 SALARY                            | £ 270.40     |               |
| 02/12/2020       | FPO        | GM OUTDOOR verges inv1636                        | £ 185.00     |               |
| 02/12/2020       | FPO        | GM OUTDOOR church inv1635                        | £ 90.00      |               |
| 15/12/2020       | FPO        | ROSS SEARLE CCTV 090127                          | £ 2,280.00   |               |
| 15/12/2020       | FPO        | A.T. BENFIELD No Prisons 01 REIMBURSE inv9212357 | £ 87.00      |               |
| 15/12/2020       | FPO        | MEDIA PRINT HUB Crisis Bulletin inv9225698       | £ 80.10      |               |
| 17/12/2020       | DD         | OPUS ENERGY LTD inv69654596                      | £ 34.48      |               |
| 18/12/2020       | DD         | BC AYLESBURY GEN Waste inv502936                 | £ 18.05      |               |
| 18/12/2020       | BGC        | BUCKS CNCL BACS                                  |              | £ 1,350.00    |
| 24/12/2020       | FPO        | GRENDON STORES CRISIS HAMPERS                    | £ 486.93     |               |
| 24/12/2020       | FPO        | GM OUTDOOR STATEMENT BALANCE*                    | £ 635.00     |               |
| 24/12/2020       | FPO        | HMRC - ACCOUNTS                                  | £ 67.60      |               |
| 24/12/2020       | FPO        | CLERK DEC 2020 SALARY                            | £ 270.40     |               |

\*inv 1619 £90,