



GRENDON UNDERWOOD PARISH COUNCIL

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MINUTES of a GENERAL PARISH COUNCIL MEETING held on 27th July 2021

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 must now be held face to face by law. Dates are published to the Council web site & noticeboards in sufficient time for residents to attend & actively participate.

The Chairman will bring the meeting to order at 19.30 and participation will be taken as consent to abiding by the meeting rules on the web site.

Prior to the meeting being formally constituted for Council business, the Chairman may hold an Open Forum for Parishioners and for occasional external contributions (under adjournment): 15 minutes for residents and other members of the public to raise questions, make comments; suggest future agenda items etc. Items requiring decisions must be deferred for inclusion in the next agenda.

Minute: the Chair of the Springhill Residents Association (SRA) was given the floor and made several points as minuted under 2107.08, 1, (i)

To Review the NO MORE PRISONS HERE campaign

To consider the activities of the joint Edgcott/ Grendon Prison Working Group to date in developing a co-ordinated response to any Outline Planning Application to locate a Mega Prison in Grendon Underwood that may be forthcoming from the Ministry.

Progress to date- can be seen on the GUPC web site which remains the only source of official information regarding the campaign. **Minute:** details of public open drop-in sessions to be held on 4th, 6th & 10th August in Grendon Underwood VH, Edgcott VH & Steeple Claydon VH, from 15.00 to 19.00 were confirmed by the Prison Working Group.

Covid19 Status Report.

The latest update from Buckinghamshire Council is posted to the GUPC website Notice Board.

Minute: noted.

DRAFT Issue date – 30th July 2021

B. Martindale - Acting Parish Clerk

2107.01 Attendance and apologies: To receive and accept any apologies.

Attending; Cllrs Benfield, Scanlon, Fealey, BC Cllr Rand, Clerk

Apologies; Cllrs Moloney & Jackman, BC Cllr Macpherson,

Absences;

Public: 3 members of the public attended.

2107.02 Members Interests: Members are 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 Act 2011. **Minute-** none declared

2107.03 Approval of Minutes; To agree and sign the minutes from the Annual Meeting of Grendon Underwood Parish Council held on 22nd June 2021 as a true & accurate record. The Minutes are circulated prior to the meeting to allow them to be taken as read. No amendments had been requested by the cut-off date. **Minute:** duly signed off as a true & accurate record.

2107.04 Regulatory;

i. **Standing Orders, Council Policies, Procedures & Protocols;** to adopt change to Standing Orders, Para 18, Supplier Selection **Minute-** duly adopted.

ii. **Other Legislation & NALC Advice;** to monitor changes. **Minute-** monitoring.

2107.05 Finance & Accounts.

- i) Consider the RECEIPTS & PAYMENTS OF ACCOUNTS for the period since last meeting. Invoices in period GM Outdoor x 2, BC GenWaste (DD) x 2; Media Print Hub x 2 **Minute-** Cllr Moloney had expedited.
- ii) Asset Renewal – agreed to contribute to replacing the grass cutting equipment community asset at last meeting. To consider progress; quotes obtained in the region of £14k; seeking a contribution from Saye & Sele; trade in value to be established & refunded, post purchase, equitably between funders. **Minute-** pending due to absence.
- iii) Contracts - to formalise the appointment of the MUGA Project Manager agreed. **Minute-** unanimously approved the appointment of David Hedgecox of p4 Associates. Clerk to formally advise. The PM has contact details of the selected supplier and is now regularly liaising - copying Council.
- iv) To consider contribution to publicity from Edgcott. GUPC has budgeted £340 for publicity, current outlay running at £820. **Minute-** resolved to suggest to Edgcott apportion publicity overhead at 75% to GU/ 25% to Edgcott. Clerk to submit suggestion to Edgcott Chair.
- v) External Audit – the auditor has advised the council submission is now in progress. **Minute-** CLOSED pending outcome later in year.
- vi) To review Grants – Incoming; **Minute-** none forthcoming

GRENDON UNDERWOOD PARISH COUNCIL
MINUTES of a GENERAL PARISH COUNCIL MEETING held on 27th July 2021

- vii) To review Grants – Outgoing; **Minute-** none forthcoming
- viii) To review contracts & loans; **Minute-** all current.

2107.06 Planning; to review any major developments proposed. To consider Consultee requests awaiting response & to ratify any applications processed by fast-track protocol; 21/02851/AOP, 9th August, new Category C prison – **OPPOSE**. Cllr Rand confirmed it will be called to Committee and outlined the limitations on speakers at the hearing; 21/02761/APP, 5th August, extension, 8 Darley's Close – **NO OBJECTION**. **Minute-** 21/02851/ AOP GUPC and Edgcott will submit separate opposition submissions pending any further resident objections arising from the drop-in sessions.

2107.07 Environment. To report any issues in respect of:

- a Highways under Highways Act 1980, ss43, 50 (inc footpaths); **Minute-** no reports
- b Crime Prevention/ Footpath Lighting under Parish Councils Act1957, s.3 – to report any outages. **Minute-** no reports
- c Verges & Hedges; BC informed of long grass at Darley's Close- partially attended. Concern was raised regarding the splay visibility at the A41 junction with Broadway- not attended. **Minute-** the long grass is preserved as a habitat. Suggested a pathway be cut just sufficient to access the Memorial Bench.

2107.08 Communications & Reports.

1. with Parish

- i. **Springhill Residents Association.** Update from meeting held 26th May presented at last meeting- multiple imminent actions minuted include web page in progress/ access to noticeboard/ negotiations with prison on-going/ pot hole survey carried out; restoration fund management in progress/ SRA to survey lights at Springhill and report for Council to submit a request to the Street Lighting Authority/ inconsiderate parking a problem/ SRA to forward publicity pdf for estate picnic to Clerk for posting to GUPC web site/ working on general appearance of estate. Cllr Scanlon has keys to the Springhill notice board and has agreed to post Agendas & Minutes as arising. **Minute-** the Chair of the SRA updated commitments from last meeting – Release of the green space by MoJ and alternatives for acquisition subject to SRA discussions with prison estate. Council confirmed only too pleased to attend meetings if invited./ web site still in progress/ explained statutory requirement of Council access to notice board doesn't leave room for non-council publications; suggested another board for the Association and church – council or prison could support on application/ estate light survey pending to allow council to submit a request to the Street Lighting Authority - it was confirmed that Council is not empowered to spend public money on private assets – Cllr Rand confirmed the estate is not adopted by BC and agreed assuming such responsibility would represent an unacceptable financial, security & safety liability for the Parish Council/ resolution of parking & general appearance of estate pending.
- ii. **Speeding;** request for MVAS. Trained volunteer operators are identified- processing of data and equipment liability to be established. The Clerk has contacted supplier for purchase of Council unit. Demonstration pending dates. **Minute-** meeting to be arranged with Edgcott.
- iii. **Fly tipping in Broadway layby** BC Highways are scheduling plans to bund - awaiting advice due to absence. **Minute-** still awaited due to leave absence at BC.
- iv. **Tree encroachment;** UKPN have addressed the willow on Broadway; leylandii on Main Street, resident advised to take over. TO CLOSE. **Minute- CLOSED**
- v. **Village pump state of repair;** Cllr Benfield estimates repairs at £200 & has been authorised to progress up to max £200. **Minute-** pending

2. with other Authorities & Statutory Bodies

- i. **BCC HS2 Road Safety Fund;** BC HS2 Road Safety fund contribution refused. Agreed to update estimates to resolve. Supplier site visit 08-07-21 to discuss options. Awaiting prices. **Minute-** options to be submitted.
- ii. **Haddenham & Waddesdon Community Board;** **Minute-** last meeting 30th June, Cllr Fealey attended. To hear report on options for funding for church crossing feasibility study, Springhill & dog fence. Springhill Residents Assoc. advised they would attend.
08-07-21- queried GUPC contribution of £11.5k to Kingswood project. Removed and checks to avoid repetition instigated. **Minute-** BC have confirmed the liability is not valid & is removed.
The application form for funding is received & circulated. **Minute-** Cllr Fealey tabled a report on her attendance. Money for the playground (dog fence) and agreed to contact BC with a view to arranging a site visit and advice on applying for a grant.
- iii. **Parish Liaison Meeting** held 14-07-21. Awaiting minutes. **Minute-** new Charter circulated 16-07-21.

3. With Stakeholders

- i. **Community Police Team.** 14-07-21, Requested CCTV footage to identify ASB at VH. **Minute-** not been back to collect.
- ii. **Village Hall;** to receive a report; **Minute-** pending due to absence.
- iii. **Saye & Sele;** to receive a report. **Minute-** pending due to absence.
- iv. **School: Minute-** Further to advice from school liaison, there remains a common problem with dog fouling. Signs for the gate are being dealt with by Joanne Marchant. Signage has to go through County as it has the school logo on it.
Woodland Trust has just reopened their "plant trees for schools and communities". Status to be advised. Wendy Kerr is the contact and will be pre ordering the said trees imminently. Council has confirmed wish to

GRENDON UNDERWOOD PARISH COUNCIL
MINUTES of a GENERAL PARISH COUNCIL MEETING held on 27th July 2021

collaborate as much as possible. **Minute-** school on holiday, awaiting advice.

- v. **HMP Grendon Prison.** Works in progress are to comply with HMG COVID regulations. **Minute-** Cllr Benfield confirmed he had been contacted by BC who advised nothing to do with the CatC prison application.
- vi. **EfW.** email 12-07-21, advised next meeting 23-08-21, 6pm, Zoom. **Minute-** Noted.

4. With Infrastructure

- i. HS2, EWR & Ox/Cam corridor; multiple road closures continue to blight the whole area. Monitoring large potential scale developments in the Arc. Resident advised on 21-07-21 consultation on Arc started 21-07-21 for 12 weeks. No warning or notification from HMG or BC. **Minute-** Cllr Rand advised also no notice to BC either. They will be responding in due course.

5. With Suppliers. Minute- nothing to report.

2107.09 Amenities;

- a. Playground; Dog fouling - Council to report on site visit to develop resolution proposals. To consider reducing the play area and fence off. **Minute-** resolved to hold a one subject extra-ordinary meeting 24th August on site to develop a grant application. Playground inspection pending; quotes to be obtained.
- b. MUGA; to hear an update; At a properly constituted tender review meeting held on 1st July at VH 7pm, a preferred supplier was nominated from the 11 expressions of interest received. The council Project Manager has been informed. 1st call on 23-07-21 with liaison meetings to follow. **Minute-** noted.
- c. Notice Boards; Springhill noticeboard installed. Cllr Scanlon nominated as key holder. Both SRA and church requesting access. To consider response. **Minute-** to consider any application for another board as it arises from the SRA & church.
- d. Defibrillator status; **Minute-** service due. Cllr Benfield to progress.
- e. War Memorial: Cllr Benfield to ask Scouts to consider forming a cleaning working party. **Minute-** pending.
- f. Grassland habitat/ tranquillity zone. **Minute-** pending

2107.10 Personnel Matters - 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. Further to the Vacancy notice for Co-opted Councillors, two expressions of interest remain to be considered. **Minute-** council discussed at length the need for further co-opting of Members. Prospective candidates to be contacted.

2107.11 Open forum for Members (under adjournment); for Councillors to bring items to go on the agenda, for discussion at the next meeting. **Minute-** none raised.

2107.12 To confirm the date of the next meeting; To agree the date, time & venue – **Minute-** 28th September 19.30, GU VH.

The Chairman thanked all present & closed the meeting at 21.36.

Signed as a true & accurate record: Dated:

Cllr A. Benfield, Chairman presiding.

GRENDON UNDERWOOD PARISH COUNCIL - TRANSACTIONS			JULY	2021
Transaction Date	Type	Transaction Description	Debit Amount	Credit Amount
01/07/2021	SO	MARION RYLEY Professional Services	£ 10.00	
19/07/2021	DD	OPUS ENERGY LTD	£ 90.90	
20/07/2021	DD	BUCKS COUNCIL GenWaste	£ 37.05	
30/07/2021	FPO	MEDIA PRINT HUB 9566250	£ 369.60	
30/07/2021	FPO	MEDIA PRINT HUB 9554875	£ 56.70	
30/07/2021	FPO	GM OUTDOOR inv1740	£ 185.00	
30/07/2021	FPO	GM OUTDOOR inv1727	£ 90.00	
30/07/2021	FPO	HMRC - ACCOUNTS	£ 67.60	
30/07/2021	FPO	CLERK JULY 2021 SALARY	£ 270.40	