



# GRENDON UNDERWOOD PARISH COUNCIL

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## MINUTES of GENERAL PARISH COUNCIL MEETING Tuesday, 24<sup>th</sup> October 2023 at 19.30

DRAFT Issue date – 27<sup>th</sup> October 2023

*B. Martindale* - Acting Parish Clerk

### OPEN FORUM FOR RESIDENTS & STAKEHOLDERS

Prior to the meeting being formally constituted for Council business, the Chairman may hold a discretionary Open Forum, for contributions from Parishioners and other stakeholders attending, (under adjournment): Items requiring decisions must be deferred for inclusion in the next agenda.

A resident made an offer to keep the war memorial tidy, which was gratefully accepted. See 2310.04, 3.  
A resident confirmed complimentary, secure storage of mowing equipment was available. See 2310.04, 2.

### 2310.01 ADMINISTRATIVE MATTERS

- (a) Attendees: Cllrs Benfield (Acting Chairman), Jackman, Fealey, Scanlon, Harris, Maker  
Apologies: Cllr Moloney, Bucks Cllr Macpherson.  
Absences: none.  
3 members of the public attended.
- (b) Members will 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 Act 2011. **MINUTE-** none declared.
- (c) Members will consider agreeing the minutes of the previous meeting of Grendon Underwood Parish Council. Draft Minutes are circulated prior to the meeting to allow them to be taken as read. There were no amendments to the draft, requested by the cut-off date. **MINUTE-** pending due to absence.
- (d) Actions pending from previous meetings – the Chairman will review status of any actions outstanding as identified in previous minutes, and as posted to the web site.

#### **Actions held over from May 23 meeting:**

- The use and maintenance of Village notice boards - **ACTION** Cllr Moloney agreed to refurbish the board opposite the post office. TO MONITOR. Pending due to absence.
- Defibrillators – both devices are upgraded & re-located.  
The Clerk was authorised to order location indicator and instruction signs as proposed and to arrange a service contract. **ACTIONED. MINUTE-** service contract started/ 1<sup>st</sup> inspection 16/10/23. Cllr Fealey authorised to develop training options. **ACTION.**  
Clerk to investigate liabilities of providing defibs. **ACTION**

#### **Actions from the June 23 meeting – no additional**

#### **Actions from the July 23 meeting - no additional.**

#### **Actions from the August 23 meeting**

Explore use of CCTV on public highways into village and funding from TVP crime prevention fund. **MINUTE-** Cllr Benfield to develop in principle. To explore options and costs. **ACTION.**

Reply to 3 priorities for Bucks Council. Cllr Maker to follow up County responses to Cllr Macpherson queries.

#### **ACTIONED**

Bulb planting within the village. Cllr Maker was authorised to spend up to £500 on bulbs for verges and claim back.

#### **ACTIONED**

Village grass cutting next year. Cllr Maker requested review at this meeting. Cllr Moloney to email contractor & contact to Cllr Maker. **ACTIONED**

Mowing of war memorial to be added to mowing schedule. Exact area of Council responsibility and delineation of private property to be clarified. **ACTIONED**

#### **From last Open Forum.**

- Cllr Fealey advised next Litter Pick scheduled for 18<sup>th</sup> November 2023. Poster available for posting. NOTED
- Cllr Fealey to arrange wreath for Remembrance Sunday. **ACTIONED CLOSED.**
- Post office services to be withdrawn by Post Office Ltd. Residents urged to object through Google. Council to object. **ACTIONED CLOSED.**
- Cllr Harris to progress MVAS data capture & presentation process **ACTION. MINUTE-** pending, will develop for extra-ordinary meeting in December. **ACTION**
- Broken village map notice board cover. Cllr Benfield agreed to replace with Perspex and claim expenses. **ACTION MINUTE-** Cllr Benfield advised beyond economic repair. Cllr Scanlon agreed to explore new village map with local graphic artist. **ACTION.** New notice board to be ordered to suit size. **ACTION.**

### 2310.02 FINANCE AND ACCOUNTS

**MINUTES** of a **GENERAL PARISH COUNCIL MEETING** held on **24<sup>th</sup> October 2023**

- a) Review invoice payment status. Defib maintenance/ VH room rental Q3/ light maintenance. **MINUTE-** in progress.
- b) Review any outstanding expense claims. Cllr Maker – bulbs. **MINUTE-** in progress
- c) Review any outstanding grant applications. **MINUTE-** nothing heard from school. **CLOSED.**

**2310.03 PLANNING**

To consider any Planning Consultee requests.

Rosefield Solar Farm **MINUTE-** resolved to object. Cllr Jackman to lead. He will attend a community meeting on 1/11/23, 17.00 with supporting resident. **ACTION.**

Farm building off of Broadway - no objections.

Change of use of the Swan Pub to residential. No feed back from Buckingham Planning or Councillor Macpherson.

Mega-Prison status – the decision of the Secretary of State remains on or before 8<sup>th</sup> November 2023

**2310.04 AGENDA REQUESTS**

To consider any Agenda item requests submitted by cutoff date.

1. From Members –

Cllr Jackman –

- checked the play equipment and MUGA 15/09/23: loose bolt on the see saw fixed. Nothing else to report. **MINUTE-** Noted with thanks. To monitor monthly.
- fixed the second sign on the play area so it will not slip down the poles. **MINUTE-** noted with thanks. **CLOSED**
- the bus shelter at the bottom of the prison drive needs a good clean. **MINUTE-** resolved to explore professional cleaning options. **ACTION.**
- the benches at the top of the field need replacing as they are rotten and beyond repair. **MINUTE-** resolved to quote for two replacements. **ACTION.**
  
- Cllr Maker -
  - Village Bulb planting – **MINUTE** confirmed bulbs acquired. Proposed planting day at village on 25/11/23 & at Springhill on 2/12/23. Agreed. Cllr Maker to co-ordinate other groups. **ACTION**
  - Village Grass cutting – **MINUTE** Councillors agreed to check maps that had been emailed and come back with any changes to finalise the tendering draft at next meeting. **ACTION**
  - Feedback from MP – **MINUTE** work commenced on Springhill drains, will monitor progress. **ACTION**
  - Feedback from BC – **MINUTE** monitoring (a) ditch clearing – Autumn/Winter; (b) clearance of 30mph zones; (c) repair of village gateway.
  - Remembrance Sunday/war memorial – **MINUTE** confirmed Cllr Fealey sourcing the wreath. **ACTION**
  - Winter/spring planting village planters – **MINUTE** plan for planters to be advised. **ACTION**

2. From Stakeholders. –

Village Hall – Cllr Scanlon provided an update on improvements going forward. **NOTED.**

CCTV training & upkeep. **MINUTE -** Agreed to commission installer to provide. **ACTION**

Saye & Sele - Recreation field maintenance: S&S have notified grant is forthcoming subject to letter of agreement. **MINUTE –** agreed (unanimous) to sign authority letter and to send. Confirmed cheque is subject to letter. Secure, complimentary storage confirmed. **ACTION**

3. From Residents. –

Offer to maintain war memorial. **MINUTE-** Council agreed to gratefully accept.

**MINUTE-** agreed whole of grassed area to come under Council mowing schedule. Cllr Jackman to confirm to owner. To consolidate into mowing plan for next meeting then to get prices. **ACTION.**

**2310.05** **OPEN FORUM FOR MEMBERS** (under adjournment); councillors will be provided the opportunity to raise items for discussion at the next meeting.

**2310.06** Next Meeting: Members to agree the date, time & venue of the next meeting, scheduled on 28<sup>th</sup> November 2023. **MINUTE-** so agreed.

**2310.07** **PERSONNEL, 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 **MINUTE-** resolved to forward required documentation to new Clerk for 1<sup>st</sup> November start.

**The Chairman closed the meeting at 20.58**