



GENERAL PARISH COUNCIL MEETING MINUTES

Pursuant to the Local Government Act 1972 (various sections), notice is hereby given that a General Meeting of Grendon Underwood Parish Council was held in the Village Hall, Main Street, Grendon Underwood on

Monday 24 November at 18.30hrs

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.

1. Attendances

Councillors Present – Cllr Moloney (Chairman), Cllr Martindale, Cllr Jackman, Cllr Scanlon,

In Attendance – Clerk

Members of the Public present. None

Apologies. (Councillor): Cllr Benfield.

Noted: Apologies received from Ward Cllrs Mahon and Fealey.

2. Minutes of last meeting.

Minutes of the meeting held on 27 October 2025 were agreed and signed by the Chairman. Draft minutes had been circulated and were deemed to have been read. **MINUTE:** agreed unanimously.

3. Matters deferred from previous meetings:

- Rosefield Action Group support. Cllr Jackman attended a community meeting led by East Claydon Parish Council on 20th November.

The link has now been set up on the government website to register interest in the project. Within this process an electronic copy of the application documents can be provided, free of charge, on a USB stick. **MINUTE:** Interest will be registered. **ACTION:** Clerk to register and request USB stick.

Fund raising events, to raise £60,000, are now being held to finance the employment of experts to build a case against the construction. Flyers have been printed and were distributed at the meeting.

ACTION: Cllr Martindale will create a Rosefield tab on the website. The leaflet will be added. **MINUTE:** Cllr Jackman will draft an objection to the solar farm for submission to the formal planning process. This will be added to the website when completed.

- Updates to domain name (gov.uk) from meeting on 26 September. Clerk confirmed we now have quotes from 3 providers. Next steps are to confirm our requirements ie a compliant website, 7 Councillor e-mail addresses plus one for the clerk. **ACTION:** Cllr Martindale will assist with specification requirements. Clerk will contact fellow local Clerk about their experience with this project and report back to Council.

4. Planning Applications:

- Reserved Matters – new prison: Ongoing. Interested parties should refer to the planning website.

**GRENDON UNDERWOOD PARISH COUNCIL
GENERAL MEETING MINUTES – 24 November 2025**

- b) PL/25/5259/KA Coombe Farmhouse, Main Street (tree maintenance/felling) **MINUTE:** Council has no objections – unanimous.
ACTION: Clerk to submit no comment to County.
- c) PL/25/3916/FA 6 Leonards Gate **MINUTE:** Council has no objections – unanimous. **ACTION:** Clerk to submit no comment to County.
- d) PL/24/OO753, Appeal Ref 25/00069/REF Land to the rear of Orchards Cottage, Main Street **MINUTE:** Council objects – unanimous. **ACTION:** Cllr Jackman to update if necessary, the original objection for Clerk to submit on 24 December.

5. Finance

- 5.1 Expense Claims: **MINUTE:** Clerk expenses approved.

- 5.2 Invoices/quotes:

EON - £45.60 (approved by e-mail and paid by BACS 31.10.25)
Grendon Underwood Village Hall £125.00 (approved by Cllr Martindale and paid by BACS 31.10.25)
ElanCity – £19.20
Kompan - £29,513.71
Royal British Legion - £18.00
MINUTE: All approved.

- 5.3 VAT claim:

Cllr Moloney confirmed the VAT claim is to be submitted as soon as possible after the November payments have been made. **ACTION:** Clerk to update the VAT schedule promptly following the November payments so the VAT claim can be submitted.

- 5.4 Grants: incoming

Police & Crime Commissioner anti-crime grant **MINUTE:** £2,500.00 approved and in progress. Cllr Moloney attended an on-line anti-crime training session on 4 November. The police confirmed a CCTV policy should be in place for the Council as this defines a Council's legal responsibility, most notably in any civil enforcement actions. **ACTION:** Cllr Martindale will write a CCTV policy.

Rectory Foundation grant **MINUTE:** application made for £5,000.00 and £2500.00 approved – remains in progress

Heart of Bucks grant **MINUTE:** £20,000.00 pending approval. Currently awaiting quotes for surface provision around existing equipment.

SSE grant – **NOTED:** approximately £1,000.00 awarded i.e. one year of electricity. **MINUTE:** Council supports marketing activity associated with the grant. **ACTION:** Cllr Martindale to clarify with SSE the marketing activity that will be undertaken.

ACTION: Clerk to send letter of thanks when grants received.

- 5.5 Grants: outgoing – no new received.

**GRENDON UNDERWOOD PARISH COUNCIL
GENERAL MEETING MINUTES – 24 November 2025**

5.6 Budget

NOTED: All Councillors will receive a summary of the financial position as at the end of October at the Budget meeting on 1 December. **ACTION:** Clerk to prepare suitable document to aid budget discussion and agreement.

6. Environment

- 6.1 Play Equipment – **MINUTE:** Cllr Moloney confirmed the maintenance contract, totalling £973.68, has now been agreed. There will be 4 operational inspections, starting in December 2025, together with an annual inspection. **NOTED:** Cllr Moloney advised a 16 week lead in time has been quoted for the annual inspection.
- 6.2 Playground lease – **MINUTE:** Cllr Jackman confirmed this has been agreed in principle with the Saye and Sele Foundation. He had met with Mr W Abbott on site and agreed the final dimensions, Mr Abbott will now prepare an updated plan for the lease document.
- 6.3 Mirrors – **MINUTE:** Ongoing
- 6.4 Village Gates – **MINUTE:** Reported on Fix My Street. **ACTION:** Clerk to check progress of request.
- 6.5 Village Planters – **MINUTE:** Current stock is adequate – light maintenance required for winter.
- 6.6 Mowing - **NOTED:** Last payment made on 31 October. Contract renews again in April 2026.

7. Biodiversity

87% of the £300,000 cost for BBOWT to purchase Hamgreen Wood has now been raised.

8. Health & Safety

- 8.1 Review status of Church crossing progress – ongoing.
- 8.2 Playgrounds Inspection **MINUTE:** Cllr Jackman had carried out inspection and submitted hardcopy report for filing. Cllr Jackman will continue with monthly inspections alongside the contractor.
- 8.3 Defibrillators Inspection. **MINUTE:** Cllr Moloney has completed inspection and will upload results to The Circuit.
- 8.4 Oaktree Cottages resident report of health hazard - **ACTION:** Clerk to e-mail Cllr Mahon and Cllr Fealey for update.

9. Stakeholders

- 9.1 Saye & Sele Foundation – see item 6.2. Nothing further to report
- 9.2 Police – nothing to report
- 9.3 EKFB – on 13 November an engagement truck was present in the village. **NOTED:** Chair thanked EKFB for all the help with the playground fencing.
- 9.4 Energy from Waste – nothing to report

10. 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.

**GRENDON UNDERWOOD PARISH COUNCIL
GENERAL MEETING MINUTES – 24 November 2025**

11. Open Forum for Members Only (under adjournment) for Councillors to bring items to go on the next agenda for discussion at the next meeting.
Cllr Martindale raised the issue of the leaf mould and liquids on the footpaths.
ACTION: Clerk will request a schedule of drain, roads and pavement cleaning.

12. Date of Next General Meeting - to confirm 1 December 2025 at 1830 hrs (Budget meeting) and 26 January 2026 at 1830 hrs.

GRENDON UNDERWOOD PARISH COUNCIL TRANSACTIONS				Nov-25
Transaction Date	Type	Transaction Description	Debit Amount	Credit Amount
03/11/2025	SO	MARION RYLEY	£10.00	
03/11/2025	DD	BC RECEIPTS BCKSCNCL3500403384	£46.80	
14/11/2025	FPI	RECTORY FOUNDATION GRANT		£2,500.00
17/11/2025	DEP	TRANSFER IN FROM 95 DAY ACCOUNT		£15,485.52
18/11/2025	FPI	THAMES VALLEY POLICE COMMUNITY GRANT		£2,000.00
18/11/2025	PAY	SERVICE CHARGES	£4.25	
28/11/2025	FPO	CLERK NOVEMBER EXPENSES	£36.60	
28/11/2025	FPO	ELAN CITY LTD	£19.20	
28/11/2025	FPO	CLERK NOVEMBER SALARY	£520.00	
28/11/2025	FPO	KOMPAN LIMITED	£29,513.71	

Signed as a true and accurate record Dated:

Cllr K. Moloney, Chairman