



# GRENDON UNDERWOOD PARISH COUNCIL

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## MINUTES GENERAL PARISH COUNCIL MEETING

Tuesday,

25<sup>th</sup> July 2023 at 19.30

DRAFT Issue date – 28<sup>th</sup> July 2023

B. Martindale - Acting Parish Clerk

### 2307.01 ADMINISTRATIVE MATTERS

- (a) Attendees, Apologies & Absences – Attendees: Cllrs Moloney (Chairman), Fealey, Scanlon, Jackman, Maker. Apologies: Cllrs Benfield, Macpherson, Mahon, Rand. Absences: Cllr Harris
- (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. It was agreed that this item refers to pecuniary interests i.e where a financial benefit may accrue, and not to voluntary non-profit interests.
- (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.

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

- Playground/ PlayPark/ MUGA – (i) regular inspections and a defect rectification plan to be maintained - **MINUTE-** Cllr Jackman advised he had carried out a visual inspection and actioned some minor repairs on 23Jul23. Clerk to update maintenance schedule. **ACTION.**  
(ii) Compliance signage to be installed - **MINUTE-** Cllr Maker agreed to consider installing the posts and signs at PlayPark & MUGA and advise Clerk his recommendation. He was authorised to action the installation if he thought viable. If not, to advise the Clerk who was authorised to commission a local contractor. **ACTION**  
(iii) MUGA & PlayPark access footpath deterioration - **MINUTE-** a HS2 engineering team attended the site on 18May23 and advise project was eligible. Pending release of resource, they estimated completion could be in September 23. **CLOSED**
- The use and maintenance of Village notice boards - **MINUTE-** Cllr Moloney agreed to refurbish the board opposite the post office. **ACTION.**
- Defibrillators – both devices to be re-located and refurbished - **MINUTE-** the Clerk confirmed both units had been returned from the manufacturer fully updated. The school unit has been relocated back outside the school in its original caddy. The Springhill unit is awaiting new location confirmation. A new wall caddy is available. A monthly visual inspection was agreed; nomination awaited. The relocation plan was revised as follows and the Clerk authorised to notify the VH Chairman and post to web site. Cllr Fealey to update social media:
  - (i) Springhill unit- Clerk to contact owner of proposed new location on Springhill. The new non-powered caddy to be used. Cllr Scanlon to arrange disconnection & removal of old, powered caddy from previous location **ACTION.**
  - (ii) school unit- to remain as is, using current caddy. Clerk to contact school & village hall to confirm. The Clerk was authorised to design & order two location indicator signs for the village hall. **ACTION**
- Planter – to be installed - **MINUTE-** Planter1 church end- Clerk & Cllr Benfield have located the planter. Cllr Maker has populated it. **CLOSED**
- The Clerk to provide statutory co-option documentation & notify County Democracy. **MINUTE-** actioned. Accepted. **CLOSED**
- Footpath Lighting – the clerk to meet with E.on to review maintenance contract. **MINUTE-** met on site on 24May23 to finalise detail. Contract in operation from April 23. **CLOSED**
- The maintenance and clearance of verges, hedges, and gully pots – Cllr Benfield to make a proposal & quote for mowing of the church graveyard. Verges contractor to be confirmed. **MINUTE-** resolved to leave to residents to mow outside their own properties for this season and review in 2024. Cllr Maker to review requirement. Clerk to forward verge map.
- Mowing the church graveyard- Council took legal advice from NALC under advisement and resolved (5 in favour/ one abstention) to offer a contribution to costs under the Council grant awarding budget. Cllr Moloney has contact the PCC to suggest. **CLOSED**

#### **Resolutions from the June 23 meeting:**

- Path to MUGA & playpark. pending update from HS2. **MINUTE-** Cllr Moloney to follow up. **ACTION**
- Sign on the playpark slipped – **MINUTE-** Cllr Jackman has repaired **CLOSED**
- MUGA gate does not close properly – **MINUTE-** Cllr Maker has actioned. **CLOSED.**
- New planter - planter for Kingswood end of the village. Village Coronation organisers to follow up. **MINUTE-**

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resolved to acquire; Clerk to order a new planter. Cllr Moloney to forward bank details for contributions to be arranged from Coronation Committee & Cllr Benfield to release Jubilee Committee funds. **ACTION**.

- Filling & planting of existing planter with topsoil and planting **MINUTE**- Cllr Maker has filled & planted it. Clerk to forward an expenses form. **ACTION**
- Blocked drains in Spring Hill. **MINUTE**- Cllr Rand noted a request to look into the problem and see what support Buckinghamshire Council can give to the residents. Awaiting results. Cllr Scanlon to email MP and 3 Bucks Councillors and arrange contact with HMP.

**From last Open Forum.**

- Configuration of the MVAS units. Old signs have been put on eBay, offered £200 for them awaiting payment otherwise will put back on eBay. **MINUTE**- status of data collection project pending due to absence. Cllr Moloney will contact speed lead for update.
- Cllr Fealey next litter pick is 22<sup>nd</sup> July, C Scanlon happy to provide tea, coffee etc. **MINUTE**- the Council expressed their thanks to all volunteers for a job well done.

(iii) Next Meeting: The members will agree the date, time & venue of the next meeting, scheduled at 26<sup>th</sup> September 2023. **MINUTE**- so agreed.

**2307.02 FINANCE AND ACCOUNTS**

- a) Review invoice payment status. **MINUTE**- status reviewed.
- b) Review any outstanding expense claims. **MINUTE**- none pending.
- c) Review any outstanding grant applications. **MINUTE**- none pending.

**2307.03 AGENDA REQUESTS**

To consider any Agenda item requests submitted by cutoff date. **MINUTE**-

- 1. From Members –

PLANNING: 23/02181/APP – Cllr Scanlon to report

23/02223/APP – no objection

23/02209/ALB – no objection but to note concern

Mega-Prison status – the decision of the Secretary of State will be issued on or before 4<sup>th</sup> September 2023

- 2. From Stakeholders. – none.
- 3. From Residents. – none.
- 4. Other - none.

**2307.04 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**- the Chairman confirmed multiple resignations were expected in May24 and contingencies should be developed.

**2307.05 OPEN FORUM FOR MEMBERS** (under adjournment); councillors will be provided the opportunity to raise items for discussion at the next meeting. **MINUTE**- Cllr Jackman confirmed that funds for a new S&S mower were in hand.

**The Chairman closed the meeting at 21.00**

Signed as a true & accurate record: .....  
Cllr K. Moloney (Chairman presiding)

Dated: 26<sup>th</sup> September 2023

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JULY 2023

Date	Type	Transaction Description	Debit	Credit
03/07/2023	DD	BUCKINGHAMSHIRE CO BCKSCNCL3500339789	£ 41.45	
03/07/2023	SO	MARION RYLEY ProfServs	£ 10.00	
26/07/2023	BGC	ZURICH Insurance adjustment		£ 207.84
27/07/2023	DD	SOUTHERN ELECTRIC 095668551	£ 92.31	
31/07/2023	FPO	Community Brd MVAS contribution INV 2205050430	£ 1,647.50	
31/07/2023	FPO	PROLUDIC LTD playground upgrade 206336	£ 3,360.00	
31/07/2023	FPO	SAYE AND SELE FOUN SURVEYORS REPORT 309038	£ 473.01	
31/07/2023	FPO	GU VILLAGE HALL room rental INV32/2023	£ 200.00	
31/07/2023	FPO	HMRC - ACCOUNTS	£ 67.60	
31/07/2023	FPO	CLERK JULY 2023 SALARY	£ 270.40	

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31/07/2023	FPI	GRFC SUPPORTERS' CL CORONATION FUND		£ 217.68
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Date	Type	Transaction Description	Debit	Credit
01/08/2023	DD	SALIXFIN LED loan	£ 510.53	
01/08/2023	SO	MARION RYLEY	£ 10.00	
03/08/2023	DD	BUCKINGHAMSHIRE CO Gen Waste	£ 26.55	
04/08/2023	FPI	CAIN HL CORONATION FUND		£ 321.40
21/08/2023	DD	SOUTHERN ELECTRIC 095668551	£ 86.96	
31/08/2023	FPO	E.ON ENERGY light maintenance inv 119232	£ 24.00	
31/08/2023	FPO	E.ON ENERGY maintenance contract inv 119021	£ 45.60	
31/08/2023	FPO	AMBEROL LIMITED Planter 2 INVOICE 23175	£ 526.38	
31/08/2023	FPO	HMRC - ACCOUNTS	£ 67.60	
31/08/2023	FPO	CLERK AUG 2023 SALARY	£ 270.40	
31/08/2023	DD	BUCKINGHAMSHIRE CO Gen Waste	£ 42.50	