Granborough Parish Council

Minutes of the Meeting of Granborough Parish Council held in the Village Hall on Tuesday 20th May 2025

Present: Cllrs Anderson, de Niese, Ellerton, Fenwick, Oakland, Smedley, Watson. Clerk & RFO: Lisa Prior and 3 members of the public. Cllr Phil Gomm (Buckinghamshire Council) joined the meeting at 21:07.

MINUTES

21. Welcome & Apologies

No apologies were received.

22. Election of Chair & Vice Chair for 2025/26

Chair elected: Cllr Nick Fenwick (Acceptance of Office signed)
Vice Chair elected: Cllr Philip Oakland

23. Declarations of Interest

None declared.

24. Previous Minutes

Minutes of the meeting held on 22 April 2025 were approved.

25. Open Forum

Parishioners requested a general update. Mention was made of further engagement with Callum Anderson.

26. BESS Statera / Rosefield / National Grid / Statkraft / Longbreach

a) BESS Statera:

- Meeting scheduled with the Fire Officer in June
- Appeal comments from GPC have been submitted to the Inspectorate.
- The Council reviewed a report presented by Cllr Smedley regarding the Statera appeal and discussed the potential impact of appointing a specialist landscape consultant. The importance of ensuring high-quality representation at the appeal hearing was weighed against the lack of budget provision and the implications this would have on other planned projects. Following this, the Council agreed to appoint Carly Tinker, a landscape consultant, to represent both Granborough and East Claydon Parish Councils. The appointment would assist in the preparation of additional evidence for the Planning Inspector and ensure effective representation at the appeal hearing.

- A contribution of up to £5,000 was agreed, to be split 60/40 with East Claydon PC (Granborough contributing up to £3,000).
- Conditions of engagement:

    1. All instructions to the consultant to be jointly agreed by both Parish Councils.
    2. Meeting scheduled on the 29th May, accompanied by parish council representatives.
    3. Consultant to liaise with the Buckinghamshire Council Landscape Officer.
    4. The consultant's scope includes expanding on the Council's appeal response and engaging with the BC Statement of Case.
    5. The Council acknowledged that, while Financial Regulations typically require three quotes, this appointment is an exception due to time sensitivity and lack of alternative expertise. This does not set a precedent.
    6. The consultant's work may also assist the Statkraft application.
    7. The funding for this project will require reallocating budget from other planned projects. The specific adjustments to existing budget allocations, including which projects may need to be delayed, will be confirmed at the next meeting.

b) ***Statkraft:*** Application submitted, although GPC did not receive formal notification. **Action:** Cllrs Ellerton, Oakland, and Smedley to develop response comments and circulate to other parish councillors for comment before submitting to Buckinghamshire Council.
c) ***National Grid:*** Letter received (29/04). **Action:** Clerk to upload onto website.
d) ***Rosefield:*** Email update received. **Action:** Clerk to upload onto website.
e) ***Longbreach (Wings Farm):*** No further updates.
f) ***Callum Anderson:*** Met at VE Day event. A meeting is to be scheduled for June. **Action:** Cllr Fenwick to draft formal invite, to include our new ward Councillor, Phil Gomm.

27. Planning

a) Updates noted (Appendix B).
b) Application 25/01326/CPE – Brambles, 31A Green Lane: The Council submitted a neutral response (no comment). It was noted that the applicant has stated the land has been used as garden for over 10 years; this is a matter for Buckinghamshire Council to verify. It was also noted that a public right of way crosses the site, which will be highlighted in the Council's formal consultation response

28. Ward Councillor Report

Cllr Gomm congratulated all councillors on their confirmed (uncontested) positions following the recent elections and encouraged proactive communication and collaboration. He shared an update on the West Bucks Community Board restructure and the upcoming AGM, where the new leader of the Council and Cabinet/Committee Chairs will be announced.

29. Councillor Roles & Representation

a) Internal responsibilities confirmed for 2025/2026:

- **Cllr Fenwick (Chair):** Play Area Inspections, Village Hall Trustee
- **Cllr Oakland (Vice Chair):** Village Hall Trustee, Play Area Inspections, MVAS Unit, Defibrillator Call Ahead, Coronation Meadow Working Party
- **Cllr Smedley:** Village Hall Trustee, Play Area Inspections, NBPPC representative and Town and Parish Council Planning Forum representative
- **Cllr Watson:** Rights of Way, Play Area Inspections, Technology Working Party, Resilience Planning, Play Area Overhaul
- **Cllr de Niese:** Play Area Inspections, Play Area Projects and Maintenance, Technology Working Party, Data Privacy, Resilience Planning, Play Area Overhaul
- **Cllr Ellerton:** Play Area Inspections, Biodiversity Projects, Coronation Meadow Working Party Leader, West Bucks Community Board Representative.
- **Cllr Anderson:** Play Area Inspections, Rights of Way, Coronation Meadow Working Party, Parish Liaison Meeting representative, Resilience Planning, Play Area Overhaul

a) Outside bodies confirmed for 2025/2026:

- **Cllr Ellerton (Sub: Cllr Anderson):** West Bucks Community Board
- **Cllr Smedley (Sub: Cllr Fenwick):** Town and Parish Council Planning Forum
- **Cllr Smedley (Sub: Cllr Fenwick):** NBPPC Group
- **Cllr Anderson (Sub: Cllr Watson):** Parish Liaison Group

30. Policy Review

a) **Approved:** Standing Orders (Sections 14 & 18)
b) **Approved:** Financial Regulations (Sections 5.4, 5.7 & 5.11)
c) **Approved:** Disciplinary Policy
d) Re-adopted and **Approved**:

1. Code of Conduct
2. Risk Assessment
3. Asset Register
4. Complaints Procedure
5. Data Protection *** (to be updated by Cllr de Niese)**
6. Equality Policy
7. Vexatious Complainants Policy
8. Financial Reserves Policy
9. Biodiversity Policy
10. Privacy Notice ***(to be updated by Cllr de Niese)**
11. Councillor Briefing Notes

Action: Cllr de Niese to review and update the Data Protection Policy and Privacy Notice. Clerk to forward editable Word versions of these documents. Revised drafts will be brought forward for consideration at the next full Parish Council meeting.

31. Finance

a) April Accounts **approved.**
b) Online payments **ratified**; invoices over £200 signed. (Appendix A)
c) Small Grant Payments **Approved:**
    1. Charter Fayre: £500
    2. NM&G Sports Field: £1000
    3. Crusaders: £200
    4. North Marston School: £500
    5. Friendship Club: £250
d) Insurance: 3-year agreement **approved** at £1,018.12.

32. Highways & Footpaths

a) Speed Consortium: Cllr Gomm joined the meeting at 21:07 and explained the volunteer scheme; teams from various villages will coordinate via WhatsApp.

    - Cllrs de Niese and Watson volunteered.
    - Cllr Gomm to share a link and assist setup once confirmed.
    - Enforcement by police requires consistent MVAS data.
    - Cllr Gomm and Cllr Oakland to discuss MVAS strategy.

b) Footpath signage issue on Hogshaw Road: Signage missing near play area (National Grid work). **Action:** Cllr Anderson to investigate further.

As Cllr Gomm arrived during item 32, the meeting paused to receive the Ward Councillor Report (Item 28).

The agenda then resumed at Item 33.

33. Play Area

a) RoSPA Report reviewed. **Action:** Cllr de Niese to summarise.
b) Fence posts and rails sprayed. **Action:** full quote to be obtained.
c) Notices replaced.
d) Infant swing **deferred** to next agenda.
e) Equipment Survey **deferred** to next agenda.
f) Picnic bench replacement **deferred**.

34. Biodiversity & Coronation Meadow

- Bird box cannot be repaired due to active nesting. Owl box to be installed at Cllr Ellerton's personal expense.

35. Resilience Planning

- Draft plan received but still ongoing.

36. Website & Technology

- Cloudflare DNS implementation discussed. **Action:** Cllr de Niese to coordinate.

37. Outside Body Updates

a) Reports from meetings: None.
b) Forthcoming:
    - NBPCC: 18 June
    - Planning Forum: 26 June

38. Next Meeting

- Items for June: Defibrillator, budget reallocation and the two policies deferred from this meeting (as referenced in item 30).
- Date confirmed: 17 June 2025

Close of Meeting: 21:25

Signed: **Date:**

Appendix A – Payments

Date	Description	Ref:	Income	Expenditure	VAT
28.04.25	SSE Street Lights	1		£204.33	£11.72
28.04.25	BMKALC Subs	2		£102.96	£0.00
28.04.25	North Bucks Planning Subs	3		£20.00	£0.00
28.04.25	Clerks Salary April 25	4		£***.**	£0.00
28.04.25	Clerk Expenses April 25	5		£49.40	£0.00
28.04.25	HMRC Employer NI April 25	6		£45.94	£0.00
28.04.25	Smarty Plan Reimbursement	7		£5.00	£0.00
28.04.25	SLCC Annual Subs	8		£150.00	£0.00
11.04.25	Bucks Council Precept	9	£13,237.50	£0.00	£0.00
30.04.25	Bank Charges	10		£6.00	£0.00

Payments over £200, highlighted in yellow, are to be signed off by two councillors.

Appendix B – Planning Updates

Application	Address	Status
25/01325/CPE	Brambles 31A Green End	Awaiting decision
25/00013/REF	Rookery Farm, Hogshaw Road (Statera)	Appeal lodged
24/03262/APP	Land to South of Hogshaw Road	Withdrawn
24/03347/APP	Land off Winslow Road	Approved
24/03223/APP	Land Adj. 4 Winslow Road	Awaiting decision
23/03875/APP	Rookery Farm, Hogshaw Road (Statera)	Refused
23/00214/APP	20D Green End	Awaiting decision
22/01260/APP	The Crown Public House	Awaiting decision