

## Thornborough Parish Council (TPC)

### Minutes of the Meeting of the Parish Council on Wednesday 21 February 2024

**Present:** Cllrs Lynn Morgan (Chair); Rupert Bursell (items 2.2 – 16); Richard Dove; Ray Goodger.

**In Attendance:** Alison Robinson (Clerk) and two members of the public.  
Cllr Howard Mordue, Buckinghamshire Council (items 6 – 16).

#### **1 Apologies for Absence**

- 1.1 TPC **resolved** to approve the apologies from Cllr Mary Taylor
- 1.2 TPC **noted** the apologies from Cllrs Ade Osibogun and Anja Schaefer, Buckinghamshire Council.

#### **2 Casual Vacancies**

- 2.1 TPC **resolved** by a unanimous vote to co-opt Rupert Bursell to the office of councillor. The acceptance of office was signed and the new councillor was congratulated on his appointment.  
**Action:** Clerk to inform Buckinghamshire Council, complete the legal formalities and make the required administrative arrangements.
- 2.2 TPC **resolved** to investigate the feasibility of the logo being recreated so it could be used for the banner.  
**Action:** Clerk to follow up with the suggested residents to establish whether they might be interested and if so to obtain quotes for discussion at the next meeting.

#### **3 Declaration of Interest in Items on the Agenda**

- 3.1 No interests were declared.

#### **4 Minutes of the Meeting of TPC on 17 January 2024**

- 4.1 TPC **resolved** to approve the minutes of the meeting on 17 January 2024. The Chair then signed the minutes as an accurate record.

#### **5 Public Participation Session**

- 5.1 No matters were raised.

#### **6 Buckinghamshire Council**

- 6.1 TPC **noted** the written report prepared by Cllr Osibogun.

#### **7 Buckingham and Villages Community Board (B&VCB)**

- 7.1 Cllr Morgan talked about the recent online meeting she attended. TPC was concerned to learn that B&VCB had a sizeable 2023/4 underspend which could not be carried over to the 2024/5 financial year.

#### **8 Annual Activity Schedule**

- 8.1 TPC **resolved** to approve the substantive adoption of the WhatsApp group. The Chair reminded everyone that it should only be used for reminders, quick queries or to signal matters that required attention and not for decision-making.
- 8.2 TPC **noted** the joint work party with the allotment plot holders would be held on 2 March 2024. Any councillors who could were encouraged to participate.  
**Action:** Clerk to finalise the work party arrangements with Cllr Dove and the Allotment Co-ordinator.

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8.3 TPC discussed the Village Tidy on 9 March 2024 and agreed to consult residents about whether in addition to litter picking, road sign and bench cleaning there were other activities they would like to see included. Cllr Mordue explained it was now possible to borrow litter pickers from Buckingham Town Council.

**Action:** Clerk and Cllr Taylor to take forward.

8.4 TPC **noted** Thornborough Cricket Club (TCC) was now suggesting the Sports Field and Pavilion Work Party take place in April.

**Action:** Clerk to agree alternative dates with Cllr Dove and liaise with TCC.

8.5 TPC **noted** planning for the Annual Parish Assembly would added to the annual activity schedule for discussion at the March meeting.

**Action:** Clerk to update the annual activity schedule.

## 9 Environment and Facilities

### Autumn Tree Assessment

9.1 The contractor had submitted the planning application to reduce the willow by the pond to enable the work to be undertaken and paid for by 31.3.24.

### Annual Asset Survey

9.2 TPC **noted** the Clerk had been unable to find other contractors who were willing to quote for the 2024 maintenance priorities.

**Action:** Clerk to follow up the suggestions put forward.

### Allotments

9.3 TPC **resolved** to approve the expenditure for the allotment plot pegs. The Allotment Coordinator was thanked for volunteering to collect the plot pegs and Cllr Taylor was thanked for volunteering to make some cakes for the work party.

**Action:** Clerk to place the plot peg order and confirm the arrangements for the work party with the plot holders.

9.4 TPC **noted** the half plot which had been relinquished with immediate effect had been advertised on Thornborough eNews the TPC noticeboard and website, a notice had also been posted on the Allotment gate.

### Sports Field and Pavilion

9.5 TPC **resolved** to minute its thanks the Thornton College staff and pupils for cleaning the outside exercise equipment and benches on 2 February.

9.6 TPC **resolved** to write to Thornborough Cricket Club (TCC) to reiterate that the cover identified as a risk by the 2023 annual safety inspection report must be removed without delay as discussed at the meeting on 1 December 2023.

**Action:** Clerk to prepare a draft email for approval.

9.7 The Clerk report on her recent conversation about the former preschool shed with the Acting Head of Thornborough Infant School.

### Playground

9.8 TPC **resolved** to minute its thanks the Thornton College staff and pupils for cleaning the playground on 2 February.

9.9 The playground surface repair needed dry weather conditions.

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### Pond Project

- 9.10 Cllr Dove outlined the main recommendations from the recently received environmental survey report. He said he and Cllr Morgan planned to discuss the report and develop proposals for discussion at the next meeting.
- 9.12 TPC **resolved** to defer the decision about maintaining the sections of the pond and stream banks that were not left untouched for wildlife.

**Action:** Cllr Dove and Morgan to take forward.

### Thornborough Village Hall

- 9.13 GigaClear had undertaken the pre-works that morning in preparation for the much delayed installation of the community hub on Friday (23<sup>rd</sup>).

## 10 Finance Report

- 10.1 TPC **noted** the following receipts:

Date	Received From	Receipt Description	Amount
31.1.24	Nat West PLC	Interest	£24.38
<b>Total</b>			<b>£24.38</b>

- 10.2 TPC **resolved** to approve the following payments:

Date	Recipient	Description	Amount
2.1.24	Liz Julier	Storage	£15.00
2.1.24	Cartwright Landscapes	Pond and stream banks	£285.43
11.1.24	Yu Energy	Streetlighting	£47.29
11.1.24	Yu Energy	Streetlighting	£14.50
17.1.24	Alison Robinson	Reimbursement for TPC email accounts	£49.62
17.1.24	British Gas	Pavilion electricity with Ombudsman	£101.19
23.1.24	Soft Surfaces Invoice Reimbursement	Playground surface mulch	£462.00
30.1.24	ICO	Annual certification	£35.00
30.1.24	HMRC	PAYE January	£158.20
30.1.24	Alison Robinson	Salary January	£632.72
<b>Total</b>			<b>£1,800.95</b>

- 10.3 TPC **noted** the financial position on 31 January 2024:

<b>Bank Statement Balance as at 31.1.24</b>		
Current Account	85516813	£7,105.09
Reserve Account	85516821	£18,619.25
Total Bank Accounts		<b>£25,724.34</b>
<b>Cash Book</b>		
Opening Balance as at 1.1.24		£27,500.91
Add Receipts		£24.38
Less Payments		£1,800.95
<b>Closing Balance as at 31.1.24</b>		<b>£25,724.34</b>

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### 11 Planning

**23/03268/APP Laurals Cottage, Lower End, Thornborough, MK18 2DE  
Householder application for single storey rear extension and glass link to  
outer building, front porch, interior alterations, fenestration changes, and  
reinstatement of chimneys (part retrospective)**

11.1 TPC **resolved** to respond confirming it had no further objections.

**Action:** Clerk to respond to the consultation.

11.2 TPC **noted** the report about ongoing planning matters.

### 12 Community Resilience and Emergency Planning

12.1 TPC **resolved** to consult residents and the community groups at the Annual Parish Assembly (APA) about the best way to take forward the matters raised by Cllr Morgan in the paper she had prepared.

**Action:** Clerk to arrange for this to be further discussed at the next meeting as part of the APA planning discussion.

### 13 Appraisal Policy for the Clerk

13.1 Cllr Morgan had agreed to be the second appraiser. TPC confirmed no changes to the policy were required.

**Action:** Clerk to take forward with the appraisers.

### 14 Day 80<sup>th</sup> Anniversary

14.1 TPC **resolved** to find out whether the Sports and Social Group, St Mary's, the Fundraiser Group and WI wanted to arrange anything to celebrate the anniversary on 6 June.

**Action:** Clerk and Cllr Dove to take forward.

### 15 Urgent Matters for Report and/or the Next Agenda

15.1 No further matters were raised.

### 16 Date of Next Meeting

16.1 Wednesday 20 March 2024 at 7pm in Thornborough Village Hall.

**Meeting closed at:** 8.30 pm

**Chair's signature**

**Date:**