

## Thornborough Parish Council (TPC)

### Minutes of the Meeting of the Parish Council on Wednesday 20 March 2024

**Present:** Cllrs Mary Taylor (Chair); Rupert Bursell; Richard Dove; Ray Goodger; Lynn Morgan.

**In Attendance:** Alison Robinson (Clerk) and one member of the public  
Cllr Ade Osibogun, Buckinghamshire Council  
Cllr Anja Schaefer, Buckinghamshire Council (items 5 – 17).

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

1.1 There were no apologies.

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

2.1 Cllr Bursell declared an interest in agenda item 10(a) and Cllr Goodger declared an interest in agenda item 8(k).

#### **3 Minutes of the Meeting of TPC on 21 February 2024**

3.1 TPC **resolved** to approve the minutes of the meeting on 21 February 2024. The Chair then signed the minutes as an accurate record.

#### **4 Public Participation Session**

4.1 No matters were raised.

#### **5 Buckinghamshire Council**

5.1 Cllr Osibogun highlighted the information about the Bucks Rural Business Grant in his written report. TPC **resolved** to publicise the Bucks Rural Business Grant in the next edition of Thornborough News and on Thornborough eNews.

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

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

6.1 The Chair thanked Cllr Osibogun for reporting the information about the 2023/4 grant funding awarded by B&VCB and the reduced 2024/5 budget of £58,513.

#### **7 Annual Activity Schedule**

7.1 TPC **noted** the March activities would be completed as scheduled.

7.2 Cllr Morgan clarified that she would undertake all future monthly playground checks.

7.3 TPC **resolved** to approve the 2024/5 annual activity schedule which included the proposed TPC 2024/5 meeting dates – see minute 17.1.

#### **8 Environment and Facilities**

##### **Autumn Tree Assessment**

8.1 TPC **noted** the required work identified by the autumn tree assessment to reduce the willow tree by the pond had been completed. Cllrs Morgan and Taylor were planning to undertake another assessment before the trees were in full leaf.

##### **Annual Asset Survey**

8.2 TPC **noted** despite considerable further efforts it had not been possible to identify any other contractors who were will to undertake the required work.

8.3 TPC **resolved** to accept the quote that had been obtained to inform the 2024/5 budget build for the 2024 maintenance priorities.

**Action:** Clerk to take forward.

##### **Allotments**

8.4 TPC **resolved** to thank the allotment coordinator and the plot holders who participated in the recent work party.

8.5 TPC **noted** there had been no interest as yet in the vacant half plot.

## Thornborough Parish Council (TPC)

### Sports Field and Pavilion

- 8.6 TPC **resolved** to purchase a two padlock set with the same key for the shed.  
**Action:** Clerk to purchase the padlocks and to arrange for at least one of the keys to be held in the village by a Councillor.
- 8.7 TPC **noted** the response received from Thornborough Cricket Club (TCC) to the email sent after the previous meeting which reiterated that the cover identified as a risk by the 2023 annual safety inspection report must be removed without delay.
- 8.8 TPC **resolved** to approve TCC's proposal for the joint TPC/TCC work party to take place on 20 April 2024. Councillors were encouraged to participate if possible.  
**Action:** Clerk to inform TCC.
- 8.9 TPC **resolved** to purchase a new football net.  
**Action:** Cllr Dove to provide the details to enable the Clerk to make the purchase.
- 8.10 The Chair reported she had asked Cllr Bursell to review the archive documentation relating to the sports field and pavilion.  
**Action:** Cllrs Taylor and Bursell to report back in due course.

### Playground

- 8.11 TPC **noted** the playground surface continued to await dry weather conditions.

### Pond Project

- 8.12 Cllrs Dove and Morgan outlined how the recommendations from the environmental appraisal report could be taken forward with community involvement.
- 8.13 TPC **resolved** to approve the publicity notice for Thornborough News and Thornborough eNews and to again make the pond project a focus for the forthcoming Annual Parish Assembly.

### Thornborough Village Hall

- 8.14 TPC **noted** GigaClear had now installed the community hub in the Village Hall.  
**Action:** Clerk to arrange for the Gigaclear account to be transferred from TPC to the Village Hall.
- 8.15 Cllr Morgan reported the FCC Communities Foundation had awarded the Village Hall Trust a grant of £85k for the next phase of the renovation project.
- 8.16 TPC **resolved** to ask Cllr Morgan to warmly congratulate the Village Hall Trustees and take the lead in developing proposals for how the Sports Pavilion might be used when the Village Hall was closed for the building work.  
**Action:** Cllr Morgan to take forward.

### Grass Cutting

- 8.17 TPC **resolved:**
- (a) To ask Buckinghamshire Council not to cut Chapel Lane.
  - (b) To acknowledge it would be preferable for the small number of residents who had identified areas of wild orchids in the village to physically flag them so the contractors could be asked to avoid mowing them down.
  - (c) To investigate suitable locations for planting wildflowers.
- Action:** Clerk to liaise with the Buckinghamshire Council Local Area Technician.

## Thornborough Parish Council (TPC)

### Parking on the High Street

- 8.18 TPC **resolved** to ask Cllr Morgan to make the changes discussed to the piece she had prepared about protecting the village greens and verges. She was also asked to include a request for residents to be mindful of the needs of pushchairs and mobility aids using the pavements when parking.

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

### Memorial Tree Request

- 8.19 After a lengthy discussion, TPC **resolved** it was unable to take the matter forward in the timescale suggested by the family and to instead invite the family to work with TPC to look at the possibilities going forward.

**Action:** Clerk to write to the family. Cllrs Dove and Morgan to liaise with the family and develop proposals for TPC to consider at a future meeting.

## 9 Finance Report

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

Date	Received From	Receipt Description	Amount
13.2.24	TCC	2023 cricket nets insurance payment	£145.00
29.2.24	Nat West PLC	Interest	£21.45
<b>Total</b>			<b>£166.45</b>

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

Date	Recipient	Description	Amount
1.2.24	Liz Julier	Storage	£15.00
8.2.24	Yu Energy	Streetlighting	£49.39
8.2.24j	Yu Energy	Streetlighting	£14.87
23.2.24	BBOWT	Pond survey balance	£946.00
23.2.24	BMKALC	Training invoice 4865	£10.00
23.2.24	BMKALC	Training invoice 4826	£10.00
23.2.24	Alison Robinson	Stationery and manhole key	£45.76
28.2.24	Huws Gray Ltd	Allotment plot pegs	£49.44
28.2.24	HMRC	PAYE February	£158.20
24.2.24	Alison Robinson	Salary February	£632.72
<b>Total</b>			<b>£1,931.38</b>

- 9.3 TPC **noted** the financial position on 29 February 2024:

<b>Bank Statement Balance as at 29.2.24</b>		
Current Account	85516813	£5,318.71
Reserve Account	85516821	£18,640.70
<b>Total Bank Accounts</b>		<b>£23,959.41</b>
<b>Cash Book Receipts</b>		
Opening Balance as at 1.2.24		£25,724.34
Add Receipts		£166.45
Less Payments		£1,931.38
<b>Closing Balance as at 28.2.24</b>		<b>£23,959.41</b>

- 9.4 TPC **resolved** to approve the direct debits and standing order for financial year 2024/5:

Type	Payee	Details
DD	British Gas	Pavilion electricity - based on consumption pcm
DD	ICO	Annual certification - currently £35 pa
DD	Yu-Energy	Streetlighting 2000121835 - variable pcm
DD	Yu-Energy	Streetlighting 2000121836 - variable pcm
SO	Liz Julier	Archive Storage - £15 pcm

## Thornborough Parish Council (TPC)

### 10 Planning

**24/00825/APP The Leys, Hatchet Leys Lane, Thornborough, MK18 2BU  
Demolition of existing stables outbuilding and erection of replacement  
outbuilding plus car port for ongoing use ancillary to The Leys**

10.1 TPC **resolved** to confirm it had no objections.

**24/00818/AGN Land Off Back Street, Thornborough. Proposed agricultural track**

10.2 TPC **resolved** by a majority vote<sup>1</sup> to confirm it had no objections.

**Action:** Clerk to respond to the planning application consultations.

**24/00637/APP The Old Dairy Barn, Bridge Street, Thornborough, MK18 2DW  
Householder application for erection of single storey car port with attached shed**

10.3 The application had been made invalid as some of the plans had the wrong scale bars.

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

10.5 TPC **resolved** to approve a proposal from the Chair that she and Cllr Bursell take the lead for planning. She talked about undertaking further training and the formation of a small group with possible input from residents with professional planning expertise.

**Action:** Cllr Taylor to take forward in consultation with Cllr Bursell and the Clerk.

### 11 Annual Parish Assembly

11.1 TPC **resolved** to hold the Annual Parish Assembly on Wednesday 29 May 2024, in Thornborough Village Hall, commencing at 8pm.

**Action:** Cllrs Taylor, Morgan and Dove to develop the TPC input. Clerk to undertake the wider administration.

### 12 Councillor Specific Responsibilities

12.1 TPC **resolved** to approve the updated councillor specific responsibilities:

Bank Signatories	Cllrs Lynn Morgan and Mary Taylor
Buckinghamshire Council Liaison Meetings	Cllr Mary Taylor
Buckingham and Villages Community Board	Cllr Mary Taylor
TPC Facebook Page	Cllr Mary Taylor
Finance Group	Cllrs Richard Dove (Chair), Lynn Morgan and Mary Taylor
Riparian Officer	Cllr Ray Goodger
North Bucks Parishes Planning Consortium	Cllr Mary Taylor (watching brief)
Planning	Cllrs Mary Taylor and Rupert Bursell
Playground	Cllr Lynn Morgan
Pond Project	Cllrs Richard Dove, Goodger and Lynn Morgan
Sports Field and Pavilion Maintenance Lead	Cllr Richard Dove
Thornborough Village Hall Trust	Cllr Lynn Morgan
Village Maintenance	All Councillors

### 13 Biodiversity Policy

13 TPC **resolved** to make it one of the focuses for the Annual Parish Assembly.

### 14 Community Resilience and Emergency Planning

14.1 TPC **resolved** to make this one of the focuses for the Annual Parish Assembly.

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<sup>1</sup> Votes in favour: 3, against: 1 and abstention: 1.

## Thornborough Parish Council (TPC)

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

15.1 The community organisations and groups that were consulted were not in a position to take the lead or be involved. TPC **resolved** not to pursue the matter further.

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

16.1 No further matters were raised.

### 17 Future Meetings

17.1 The approved 2024/5 meeting timetable is as follows:

- Annual TPC meeting                      Wednesday 15 May 2024
- TPC meeting                                Wednesday 19 June 2024
- TPC meeting                                Wednesday 17 July 2024
- No meeting                                 August 2024
- TPC meeting                                Wednesday 18 September 2024
- TPC meeting                                Wednesday 16 October 2024
- TPC meeting                                Wednesday 20 November 2024
- No meeting                                 December 2024
- TPC meeting                                15 January 2025
- TPC meeting                                19 February 2025
- TPC meeting                                19 March 2025
- No meeting                                 April 2025

Meetings are normally held in Thornborough Village Hall, commencing at 7pm. The alternative venue arrangements during the refurbishment building phase would be well publicised when the village hall closure dates had been confirmed.

**Meeting closed at:** 8.56 pm

**Chair's signature**

**Date:**