

## THORNBOROUGH PARISH COUNCIL

### MINUTES of MEETING

**Monday 13th February 2012 at 7.30p.m.**

**Present:** Cllr. Mark Cole (Chair), Cllr Mary Taylor, Cllr. Andy Spurr, Cllr Rupert Bursell, Maggie Beach (Clerk)

**Public:** Bill Lewis.

Item	Minute	ACTION
1	<b>Apologies:</b> Cllr. Charlotte Moore, Cllr. Melanie Staff, Cllr Ray Goodger	
2	<b>Declaration of interest in items on the agenda</b> - none	
3	<b>Public Participation session:</b> As Mr Lewis had attended specifically to discuss Thornborough Community Woodland this item was taken at this stage of the meeting.	
7	<p><b>Thornborough Community Woodland and Thornborough Bridge Picnic Area</b></p> <ul style="list-style-type: none"> <li>• Clerk arranged a public meeting to which Cllrs. Billy Stanier, (AVDC), Lew Monger, (AVDC), Susan Renshall, (AVDC), David Rowlands (BCC), Cllrs. From Adstock and Padbury Parish Councils together with Mike Walker and Julia Carey from BCC Environment Dept., were all invited.</li> <li>• The meeting was well attended.</li> <li>• Chairman MC gave a brief summary of the meeting and outcomes.</li> <li>• Clerk's notes were accepted as an accurate record of the meeting and the summary notes can be circulated to all attendees.</li> <li>• Bill Lewis, a resident of the Coombs, had attended this meeting to discuss and give us his point of view. He was very concerned about the future of the woodland and had been very active in getting this issue addressed.</li> <li>• Possible outcomes include TPC taking over responsibility for Thornborough Community Woodland on a 99 year lease, but we need more information about budget and grant streams, and what work would need to be done on site.</li> <li>• <b>Actions from the meeting to follow up:</b> <ol style="list-style-type: none"> <li>1. Thornborough Parish Council Clerk to organise a walk round the site. Julia will give possible dates and clerk will circulate to those who will be walking.</li> <li>2. Notes to be circulated to all attendees and Thornborough Parish Councillors</li> <li>3. Cllr Lew Monger to look into various funding stream</li> <li>4. Mike Walker to look into possible budget streams</li> </ol> </li> <li>• <b>Other Actions –</b> <ol style="list-style-type: none"> <li>5. Clerk to put Bill Lewis in touch with Thornborough News Editor.</li> <li>6. Clerk to ask Cllr CM to ask her contact to give an independent environmental assessment of Thornborough Community Woodland</li> </ol> </li> </ul>	<p><b>Clerk to:</b></p> <ol style="list-style-type: none"> <li>1. <b>Contact Julia Carey to arrange a date for a walk round the site.</b></li> <li>2. <b>Follow up with Julia Carey re. list of tasks</b></li> <li>3. <b>Follow up with Mike Walker re. budget streams</b></li> <li>4. <b>Follow up with Cllr Lew Monger re. grants available</b></li> </ol> <p><b>Clerk to action</b></p>
4	<p><b>Minutes of the meeting of 16th January 2012-</b>                      Agreed with an amendment, under Action Points Queen's Jubilee Celebration '(cost here)' to be amended to '(there is a cost here)' for clarity.</p>	

<p>5</p>	<p><b>Review of Action Points</b></p> <p><b>From October meeting, revisited</b>  <b>Recommendations from Annual Audit 2011.</b>  <b>Recommendations No 11:</b> revaluation of the Council's premises,  <b>No 12:</b> review asset register, and <b>No 13:</b> Assets to identify the date of acquisition, detail of the asset and its position within the parish, purchase cost (net of VAT) and insured value, as uplifted annually by the insurer.</p> <p><b>From January meeting not on the current agenda.</b>  <b>Item 9 Thornborough Web site and TPC e-mail address</b> –Stuart Mitchell and clerk continue to work on the site.  <b>Item 12. Risk Assessment</b>  Clerk has researched re: template and has passed on to Cllr MS who will report back on recommendations at the March meeting  <b>Item 13. Local Area Forum – meeting 15<sup>th</sup> December 2011</b>  Minutes not yet received.  <b>Item 14 Planning:</b>  1. <u>Ref. 11/02800/APP</u> response sent to AVDC  2. The Aylesbury Vale Plan –  - Parish Consultation on the four questions responses discussed. Clerk has précised, circulated for comment then sent to AVDC  c) North Bucks Parishes Planning Consortium. Minutes circulated.  <b>Item 15 Finances:</b> cheques sent as agreed  <b>Item 16 Correspondence:</b></p> <ul style="list-style-type: none"> <li>• Community Impact Bucks local health watch sent to Cllr MS</li> <li>• Buckingham Palace garden Party – application sent</li> <li>• Localism Act Briefing from BALC – on agenda</li> <li>• AVDC bus to publicise new bin arrangements – invited to our June 4<sup>th</sup> event, they will confirm once they know they can attend.</li> </ul>	<p><b>Still to be completed by Clerk with Cllr RB</b></p>
<p>6</p>	<p><b>Queen's Jubilee Celebration</b></p> <ul style="list-style-type: none"> <li>• Clerk has ordered free bunting,</li> <li>• Clerk has obtained application for road closure forms and has passed them to Rod James.</li> <li>• Clerk has investigated the £50 grant currently on offer towards public liability insurance. The event can be covered by TPC's Public Liability cover but to qualify TPC must take responsibility for this event. In that instance we will not then need to apply for the £50 grant towards public liability cover.</li> <li>• Proposed that TPC are the responsible authority for organising the Queen's Jubilee event in Thornborough on 4<sup>th</sup> June 2012 proposed by Cllr AS, seconded by Cllr MT, passed unanimously.</li> <li>• Cllr AS suggested at the last meeting that TPC give this enterprise £700 Clerk has checked the budget and reported that we have £1,000 contingency money in the 2012/13 budget and that we can afford £700 but this means we will have committed over ½ the contingency for the next year before we have started the financial year.</li> <li>• TPC agreed to go ahead £700 to be given to the Queen's Celebration event proposed by Cllr AS, seconded by Cllr MT, passed unanimously.</li> </ul>	<p><b>Clerk to action at appropriate time</b></p>
<p>8</p>	<p><b>Street Lighting</b></p> <ul style="list-style-type: none"> <li>• Clerk has asked E-on to turn off the two agreed lights at Thornhill</li> <li>• Clerk explained the situation with Orchard Close. The two lights</li> </ul>	<p><b>Clerk to</b></p>

	<p>for this development are under 12 month guarantee and therefore not on our lighting schedule or our responsibility. There is some disagreement which authority (AVDC, AVHT) has responsibility for the lights and also for the road. The lights are considered by residents to be too bright. Clerk has discussed this with E-on and been told that they cannot be dimmed,</p> <ul style="list-style-type: none"> <li>• Cllr AS added that there should be a percentage of the cost of the affordable housing coming back to TPC</li> <li>• The Clerk has also discussed turning all lights off at midnight. This is only possible if lights have the old timer (very expensive to run) or a new photo-cell which will turn the lights off at midnight and back on at approx. 5.30a.m. till dawn (this is the only option)</li> <li>• The Clerk drew Council's attention to an offer from E-on:             <ul style="list-style-type: none"> <li>- Retro-fit control gear which converts suitable existing Philips 35 watt sodium lanterns to 24 watt white light lanterns for £98.00 + VAT</li> <li>- Replace all night photo-cells with part-night photo-cells making it possible to turn the lights off at 12.00 and back on at 5.30 for a cost of £30.00 + VAT.</li> <li>- There are no longer bulbs made for the sort of light we have in Church Lane.</li> </ul> </li> <li>• These offers would save us money in the long-term and some of our lights do need up-grading. Proposed by Cllr RB, seconded by Cllr AS that we go ahead with the upgrade and that Clerk should investigate what actually would need doing to upgrade the lights we currently use and the cost of upgrading for a maximum of 10 lights.</li> <li>• E-on have said that they can source and supply and fit Solar lights for the High Street. TPC agreed Clerk should get estimates and design specs. for this.</li> <li>• E-on have confirmed that there is still an electricity connection on the east side of the junction of the High Street with Lower End, so it would be possible to fit a mains electric light here. They can install poles and lights here and on Nash Road that we supply if Cllr RG still has some.</li> </ul>	<p><b>investigate further.</b></p> <p><b>Clerk to contact Jean Fox to check out any moneys due back to TPC</b></p> <p><b>Clerk to ask E-on for an assessment of the current lights with regards to necessary up-grading, and fitting photo-cells and also a price.</b></p> <p><b>Clerk to investigate further and get prices for solar lights and fitting</b></p>
9	<p><b>Bye-laws Working Group</b> The working group has been unable to meet but will do so before the next meeting when it will present possible Bye Laws for TPC</p>	
10	<p><b>Notice board</b> – deferred till next meeting</p>	<p><b>March agenda</b></p>
11	<p><b>Emergency shop</b> – Not currently needed, no report.</p>	
12	<p><b>Localism Act Briefing from BALC</b></p> <ul style="list-style-type: none"> <li>• Presented to TPC (attached as Appendix 1)</li> <li>• Cllr RB to assess implications for TPC and whether we need a separate code to cover this and to report back.</li> </ul>	<p><b>Cllr RB to action</b></p>
13	<p><b>Response to AVDC from AVALC re. New Homes Bonus funding</b></p> <ul style="list-style-type: none"> <li>• Discussed.</li> <li>• Clerk to circulate both letters again for information.</li> </ul>	<p><b>Clerk to action</b></p>
14	<p><b>Local Government Boundary Commission Recommendations for information.</b> Thornborough is to go into Buckingham East Division rather than Winslow Division for BCC as we requested. We are still in Great Horwood Ward for AVDC.</p>	<p><b>Cllr MC to report to electorate in Thornborough News.</b></p>
15	<p><b>Planning:</b> a) <u>Ref. 11/02038/ALB and 11/02222/APP</u> Replacement of roof after fire damage and rebuilding of two chimney stacks – Lower End Farm, Lower End, Thornborough MK18 2DD – Withdrawal - noted</p>	<p><b>Clerk to send</b></p>

	<p>b) <u>Ref 12/00151/APP and 12/001512ALB</u> Reinstatement of roof after fire damage and rebuilding of two chimney stacks.- Lower End Farm, Lower End, Thornborough MK18 2DD –no comment</p> <p>c) <u>Ref. 12/00044/APP</u> – Alteration to outbuilding by alteration to floor slab levels, replace existing roof, brick up doorway: Thornborough Mill, Mill Lane, Thornborough MK18 2ED – no comment</p> <p>d) The Aylesbury Vale Plan Stakeholder Forums – change of dates.- noted</p> <p>e) Bulletins and updates – <u>noted.</u> -Ref. 11/02800/APP The Coppice, 6 Chapel Lane, Thornborough, MK18 2DJ application granted</p> <p>f) NBPPC next meeting is 14<sup>th</sup> March in Winslow Town Hall</p>	<p><b>response to AVDC Planning.</b></p> <p><b>Cllr MC at attend if available</b></p>															
16	<p><b>Finances:</b></p> <p>a) Bank Reconciliation – Clerk presented what she had been able to do but incomplete and needs to be re-assessed. TPC's <b>Current account - £15,766.52, Reserve Account - £18,830.96, making a Total - £34,597.48</b></p> <p>b) Direct Debit – Cllr AS has now done the electricity readings and the DD can be re-assessed by E-on and any repayments to TPC due can be then made with regards to electricity supply to Sports Pavilion.</p> <p>c) <b>Payments agreed:</b> Proposed Cllr RB, seconded Cllr MT passed unanimously.</p> <table border="0"> <tr> <td>E-on (Sports Pavilion supplies</td> <td>£46.00</td> <td>Direct Debit 1-2-12</td> </tr> <tr> <td>Anglian Water (Sports Pavilion)</td> <td>£28.00</td> <td>Direct Debit 1-2-12</td> </tr> <tr> <td>K Warner, Duck Food</td> <td>£15.40</td> <td>cheque No. 376</td> </tr> <tr> <td>E-on (unmetered supplies)</td> <td>£23.23</td> <td>cheque No. 377</td> </tr> <tr> <td><b>Total</b></td> <td><b>£112.63</b></td> <td></td> </tr> </table>	E-on (Sports Pavilion supplies	£46.00	Direct Debit 1-2-12	Anglian Water (Sports Pavilion)	£28.00	Direct Debit 1-2-12	K Warner, Duck Food	£15.40	cheque No. 376	E-on (unmetered supplies)	£23.23	cheque No. 377	<b>Total</b>	<b>£112.63</b>		<p><b>Clerk to liaise with Anthony Lawrinson</b></p> <p><b>Clerk to raise cheques</b></p>
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17	<p><b>Other Correspondence:</b></p> <ul style="list-style-type: none"> <li>• AVDC's 'News from the Parishes'</li> <li>• 'Parish Matters' newsletters' distributed to councillors</li> <li>• Community Impact Bucks newsletter – forwarded to Councillors</li> <li>• Community Buildings Forum 2012 information</li> <li>• Community Car-sharing event – 22<sup>nd</sup> February in Aylesbury.</li> </ul>	<p><b>Clerk to forward to councillors</b></p>															
18	<p><b>A.O.B.</b></p> <p>Thornborough Parish Council discussed salt-bins to clarify as a result of a query from a parishioner. It was agreed that we had decided that the 'new' salt bin given by Cllr AS was to be put at Lower End (this has been done, thank you Cllr AS), that we should move the one on the Green opposite the Two Brewers half way up the Nash Road hill, that the one left at the Lone Tree should be moved to half way up Bridge Street and that the Clerk should order a new bin to go on the Green opposite the Two Brewers.</p>	<p><b>Clerk to order a new bin. Cllr AS to organise the moving of the salt bin opposite the Two Brewers and the bin at the Lone Tree.</b></p>															
22	<p><b>Date of next meeting; Monday 12th March 2012 7.30p.m.</b> The meeting closed at 9.35 p.m.</p>																