

THORNBOROUGH PARISH COUNCIL

MINUTES of MEETING

Monday 14th April 2014 at 7.00p.m.

Present: Cllr Stuart Mitchell (Chair), Cllr Charlotte Moore, Cllr Mary Taylor, Cllr Melanie Staff, Cllr Mark Cole. Maggie Beach (Clerk)

Public: Gussie Walsh for the Public Participation item.

1.	<p>Election of Chairman. This item was taken under the Chairmanship of the outgoing Chairman, Mark Cole. Proposed Cllr CM seconded Cllr MS that Cllr Stuart Mitchell be Chairman. Elected unanimously. Cllr SM then took the Chair. He thanked Cllr Mark Cole for all his hard work over the years he has been Chairman.</p>	
2	<p>Apologies: Cllr Ray Goodger, Cllr Andy Spurr.</p>	
3	<p>Public Participation session: Gussie Walsh wanted to publicise and gain support for the Public Meeting planned for 7.30 on 6th May in the Church to discuss two things: the future of the church in Thornborough and the Chancel Roof urgently in need of repair. She answered various questions put by Councillors about Chancel Repair Liability (which the PCC has chosen not to implement), the French drains (about to be repaired with fresh clean gravel), the damp in the church, and the money raised previously by the village to buy the Village Hall from the church. This money has been put in an account and although St Mary's can use the interest, the money itself can only at present be used for educational purposes (because Village Hall had been the Village School) under the original agreement. TPC agreed to publicise and support meeting.</p>	
4	<p>Declaration of interest in items on the agenda – none</p>	
5	<p>Minutes of the meeting of 10th March 2014- Agreed</p>	
6	<p>Review of Action Points Action Points from TPC meeting 14.10.13 Item 10. Benches –TPC will organise the movement of their bins. Cllr AS still to get a quote for the work. Action Points from TPC meeting 14.1.14 Item 16 Clerk's Contract - still to be signed. Action Points from last TPC meeting Item 6 Thornborough Community Woodland - Lease on agenda Item 7 Road issues -Salt bins: on agenda Item 8 Street Lighting - on agenda. Item 12 Village Pond - on agenda Item 13 Big Jubilee Tidy Up – The Clerk has registered TPC Item 14 Allotments - on agenda Item 16 New Electoral Register published – register about to be circulated. Item 17 Planning: - responses sent c) Spring Lane update - on agenda d) Bulletins and other updates – land next to Sunnybrook Cottage, High Street, - on agenda Item 18 Finances:- b) Request for financial support for Thornborough Pre-school Group - on agenda. e) Payments - cheques sent, including one to Anglian Water as the Direct Debit is no longer in place. Item 17 A.O.B. other correspondence and any other Councillors' Issues - Clerk arrange for flooding information to be put on the web site. It would also be good to have an allotment page. –in progress</p>	<p>Cllr AS to get a quote. Clerk's contract to be signed</p>

	<ul style="list-style-type: none"> - Outstanding bill owed to TPC by the now defunct Thornborough Football Club. Agreed to decide about a final payment at the next meeting. – deferred till next meeting when Cllr AS will be attending. - ‘Welcome Pack’ for new residents. A laminated card with the web site information could be given to all new residents.- in progress - Playground - hedge has been trimmed, carpet to be sprayed -in progress 	
7	<p>Thornborough Community Woodland - Lease</p> <ul style="list-style-type: none"> • The lease is now ready to sign. Cllr CM proposed, Cllr MT seconded that TPC authorise Cllr MC to sign on the council’s behalf as he has been the Chairman while the negotiations to take over the management of Thornborough Community Woodland have been ongoing. • The Clerk will let Samantha Perkins, BCC, know this. • If possible the signing should take place on, or failing that before, the Annual Open Meeting on 19th May. The Clerk will contact The Buckingham Advertiser and arrange for someone to come to report on the event. 	Clerk to action.
8	<p>Road issues</p> <ul style="list-style-type: none"> - Village Walk round follow up– The Clerk has had a response from Matthew Whincup, office based LAT for our area, concerning the issues identified on the village walk round with David Smith. The e-mail was previously circulated. Various issues still remain: <ul style="list-style-type: none"> - Issue 1. Pot holes - Back Street has been left out of his response. - Issue 6. We were assured that this would be done immediately. The drainage solution is obvious. - Issue 8. Water on the High Street by Swandon is believed not to be a water leak but a road drainage issue. - Matthew Whincup also mentioned that Dave Smith is waiting for the Parish to provide details of the local land owner for Padbury Road so he can contact them to carry out ditching works. The clerk has had no request for this information. - Dave Smith has sent an e-mail round asking for dates for the next Village Walk round. Clerk will respond - There are now bad pot holes on the road from the village up to the Lone Tree, also in Back Street and by the Green.. - Cllr MS reported back from the Local Area Forum 26th March 2014 (report noted under item 15). BCC is asking poor pot-hole repairs to be reported. Pot-holes that last for less than a year are considered poor pot-hole repairs. The repairs to the pot-holes round the manhole covers on A421 would come in to this category. The Clerk has reported these again. - Salt bins: The Clerk has not heard from Simon Dudley about the salt bin at the Lone Tree but is continuing to follow this up. 	<p>Clerk to respond to Matthew Whincup’s e-mail with these issues.</p> <p>Clerk to respond to Dave Smith’s e-mail.</p> <p>Clerk to follow up</p> <p>Clerk to follow up salt bin issue</p>
9	<p>Street Lighting - update</p> <ul style="list-style-type: none"> - Two new lights are now in place and working on Nash Road. - All lights are now upgraded to white. 7 of these upgraded lights are now turned off after midnight; but 3 still remain to be done. The Clerk is continuing to pursue this with E-on. - The Clerk has talked with David Mooney about maintenance costs. We are currently on a contract that means automatic maintenance which costs £74.70 a quarter. Increasingly there is little maintenance that now needs doing, and possibly even less with the upgraded lights. The Clerk has a list of costs for work on a pay-as-you-go basis from E-on which includes a call-out charge of £61.50 for visiting site to attend to the first light, and a further £31.00 for additional lights, (labour only).Proposed Cllr MS seconded Cllr MT that we try the Pay-a-you-go method for a year to see if it is cheaper. Agreed unanimously. 	<p>Clerk to continue to follow up</p> <p>Clerk to action</p>
10	<p>Power line tree cutting</p> <p>The Clerk has received notice that a hedge and a sycamore tree that the nearby residents in Back Street believe they do not own will be trimmed as they are now over-growing power lines which has not yet been started. In the</p>	

	absence of agreed ownership, she has signed for this work, but the parish does not own the hedges.	
11	Village Pond. Cllr CM had brought photos of the pond from years ago for consideration. Agreed that this issue will be on the agenda of the Annual Open Meeting on 19 th May for the village to discuss.	
12	Annual Meeting of the Parish planning The Clerk will contact all organisations and clubs for an annual report as usual. Agreed to include a report on the meeting at the church concerning the future of the church under the churches report. Also to include discussions on the Village Pond, Thornborough Community Woodland, the Playground and any plans for the 1914-1918 Centenary Events for Thornborough. The Clerk will produce a flier (draft circulated and discussed) to circulate in the parish.	Clerk to pull an agenda together. Clerk to produce and circulate flier.
13	Parish Liaison Meeting – 22nd April in Aylesbury Noted that the date was inaccurate. No-one is currently available to attend. Clerk will check date and circulate notes.	Clerk to action.
14	Allotments - update. - The Clerk is sending out Invoices for allotment rents for the year April 2014 – March 2015. -The work on the fencing still needs to be completed and the triangle of land TPC no longer want returned to BCC - The clerk has received a request from Mary Gavigan for the contact details of Mr Madkins as she wishes to trim the top of the hedge. The Clerk will respond with the details but remind her that the hedge should not now be trimmed till August because of nesting birds.	Clerk to send out invoices. Cllr AS to continue to action. Clerk to respond to Ms Gavigan.
15	LAF Meeting - 25th March - report - Cllr MS attended, her report has been circulated. (Attached as Appendix 1) - Cllr MS explained the position with pot-holes. There is no money left in BCC's current budget for any further road works this year other than emergency pot-holes. - Cllr MS also reported that verge grass cutting was about to start. There will be two main cuts this year with additional cuts for vision splays. BCC now say that grass-cutting they commissioned private contractors to do and paid for was not always done. They will control the work more closely this year.	
16	NBPPC Meeting – 10th April - report The Clerk had attended. Notes had been circulated. (Attached as Appendix 2) The Clerk directed Councillors especially in the report to the discussion about vulnerability of parishes to random development in the absence of an agreed Vale of Aylesbury Plan. Also discussed at the meeting was the position of small parishes with less than 2 or 3 thousand people where creating a Neighbourhood Plan was not an economic option. NBPPC will take this up with AVDC.	
17	AVTUG report - Noted that a parishioner had attended	
18	BCC/local councils devolution conference, May 27th 2014 Councillors agreed that this sounded like a conference that someone from TPC should attend.	Clerk to follow up.
19	Opportunity for Parish Councillors to meet with AVDC's Cabinet – 25 June 2014 – publicised in AVDC newsletter previously circulated. Noted	
20	Planning: a) <u>Ref.14/00863/APP</u> - The Former Lone Tree PH Bletchley Road Thornborough MK18 2DZ Variation of Condition 12 to regularise changes during construction and Condition 12 to allow dwelling to rear of pub to be occupied prior to completion of pub conversion (planning permission ref 12/02494/APP) (part retrospective). It was agreed that it was difficult to see exactly what had changed that required retrospective planning permission and that probably one of the conditions was actually condition 2, not 12. After discussion it was agreed that TPC has NO OBJECTIONS b) <u>Ref.14/00825/AGN</u> – Willow Farm, Nash Rd. MK18 2DY –Erection of	Clerk to send responses

	<p>agricultural barn for storage of hay and secure storage farm equipment. .NO OBJECTIONS</p> <p>c) Proposed Travellers Site at Great Horwood 14/00107/APP – Correspondence noted</p> <p>d) Land next to Sunnybrook, High Street. - The Clerk has circulated a report of the information received from AVDC as a result of the Freedom of Information request submitted by TPC. It has not been easy to read as the photocopying is very dark, also some of the documents are undated and some appear to be out of order. There seems to be no final outcome included and this may require a further FOI request. Cllr MS agreed to take the documents and read through them.</p> <p>e) Spring Lane update- The Clerk has now had a phone conversation with Land Registry and now understands that the initial response sent was all the information available. There is no registered owner of the green lane known as Spring Lane but there is a caution placed on this piece of land by someone that they be informed if there is an attempt to register it in anyone's name. TPC felt it would be useful if TPC could register a caution on this land too. The Clerk will check this out and report back.</p> <p>f) Winslow Neighbourhood Plan Rescheduled Examination Hearing: 10am, 1 May 2014 - noted</p> <p>g) Vale of Aylesbury Local Plan: Consultation on scope of new Plan until the 28th May 2014 – noted</p> <p>h) Bulletins and other updates</p> <p>i. Letter concerning minor amended plans for <u>Ref.14/00298/APP</u> – Land between Lower Shelspit Farm, Nash Rd. MK18 2DY Change of use of land for the siting of a mobile home for agricultural residential use. No response required- noted</p> <p>ii. TPC has received a copy of a letter sent to a resident in Nash from AVDC concerning the erection of an agricultural building. The Clerk will check why TPC has been sent this.</p> <p>iii. <u>Ref.14/00186/APP</u> -Hillside Chapel Lane Thornborough MK18 2DJ Demolition of existing garage and erection of two storey side extension – PERMITTED subject to conditions</p> <p>iv. <u>Ref. 13/02965/APP</u> Old Kilns Back Street Thornborough - Change of use of agricultural land to residential garden land and retention of shed – PERMITTED subject to conditions</p> <p>v. <u>Ref. 12/02261/APP</u> Coombs Farm, Padbury Road, Thornborough MK18 2EB Conversion of agricultural Building to 4 residential units – PERMITTED subject to conditions</p> <p>vi. The Clerk has received a letter from BCC concerning important changes to Bucks Home Choice. Parishes will now be responsible for identifying those needing affordable housing within the parish. We will need to set up a Register of Interest for people wishing to live in any affordable housing in Thornborough parish. A response is needed acknowledging the letter.</p> <p>vii. New Homes Bonus – application open for 2014/15</p> <p>viii. Bulletins– noted.</p>	<p>Clerk to put update of this issue on next meeting's agenda</p> <p>Clerk to check with Land Registry re. registering a caution on this piece of land.</p> <p>Clerk to check.</p> <p>Clerk to respond to the letter, set up a register and publicise it.</p>
21	<p>Finances:</p> <p>a) Bank Reconciliation – March 2014. Current Account £10560.31 Reserve Account £11657.55 Current liabilities: £361.39 Current Unbanked cash; £0 Total £21,856.47</p> <p>b) Request for financial support for Thornborough Pre-school Group - update. The Clerk has circulated a reply from Mrs Howard, the Head of Thornborough Infant School, explaining that the school cannot waive the licence fee as this would significantly affect the school's budget and cause</p>	

	<p>financial problems. The licence fee is for the running costs incurred by Pre-School and is collected by Buckinghamshire County Council on the school's behalf. Noted. TPC considers the matter now closed.</p> <p>c). E-on electricity contract for Sports Pavilion The Clerk has negotiated a reduced rate to that originally quoted of a 1 year fixed price plan with a standing charge of 27p per day, day units at 11.68p per Kwh, night units at 6.29p per Kwh and Eve/Weekend units at 10.78p per Kwh. and a new renewal date of 3rd May 2014 for the contract for the Sports Pavilion electricity with E-on. Proposed Cllr CM seconded Cllr MC agreed unanimously that this new rate be accepted.</p> <p>d) E-on contract for street light maintenance This item was taken and agreed under Item 9</p> <p>e) Repeal of section 150 (5) Local Government Act 1972 Implementation (England) This will mean (among other things) that when implemented Parish Councils will no longer need 2 signatures on cheques. – noted but agreed to continue with two signatures at present.</p> <p>f) Funding Opportunities - noted</p> <p>g) Payments Cheques</p> <table border="0"> <tr> <td>E-on (unmetered supplies)</td> <td>£23.68</td> <td>Cheque No. 535</td> </tr> <tr> <td>E-on new street lights</td> <td>£2,462.40</td> <td>Cheque No. 536</td> </tr> <tr> <td>BMKALC Annual Subscription</td> <td>£102.40</td> <td>Cheque No. 537</td> </tr> <tr> <td>Grounds Maintenance</td> <td>£2,747.40</td> <td>Cheque No. 538</td> </tr> <tr> <td>Reid & Co Payroll management</td> <td>£180.00</td> <td>Cheque No. 539</td> </tr> <tr> <td>Clerk's Salary cheques – April</td> <td>£357.13</td> <td>Cheque No. 540</td> </tr> <tr> <td>HMRC - Clerk's Income Tax</td> <td>£89.20</td> <td>Cheque No. 541</td> </tr> <tr> <td colspan="3">(PAYE Ref. 475/SA75351 Accounts office Ref. 475PE00369213)</td> </tr> <tr> <td>-on electricity for Sports Field</td> <td>£29.02</td> <td>Cheque No. 542</td> </tr> </table> <p>Direct Debits -None</p> <p style="text-align: right;">Total £6,020.25</p> <p>h) Receipts - none</p>	E-on (unmetered supplies)	£23.68	Cheque No. 535	E-on new street lights	£2,462.40	Cheque No. 536	BMKALC Annual Subscription	£102.40	Cheque No. 537	Grounds Maintenance	£2,747.40	Cheque No. 538	Reid & Co Payroll management	£180.00	Cheque No. 539	Clerk's Salary cheques – April	£357.13	Cheque No. 540	HMRC - Clerk's Income Tax	£89.20	Cheque No. 541	(PAYE Ref. 475/SA75351 Accounts office Ref. 475PE00369213)			-on electricity for Sports Field	£29.02	Cheque No. 542	<p>Clerk to action</p> <p>Clerk to raise cheques</p>
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22	<p>A.O.B. other correspondence and any other Councillors' Issues</p> <ul style="list-style-type: none"> • Cllr CM gave out information about Music in Quiet Places. St Mary's is hosting one of these concerts, preceded by an historical tour of the village, on 24th May 2014 • Cllr SM reported he is investigating a new website provider to see if it is suitable for us to transfer the web pages • The Clerk has received information about riparian responsibilities and keeping ditches free. • Information about taxi tokens has been received – the Clerk will forward this to Thornborough News for inclusion and put the information on the Thornborough web site. 																												
23	<p>Date of next meetings; AGM 7.00 followed by next TPC meeting: 12th May 2014 Date of Open Meeting of the Parish: 7.00, 19th May 2014 The meeting closed at 9.30 p.m.</p>																												

Appendix 1

Report from Buckingham Local Area Forum Meeting held 25 March 2014

The meeting was chaired by Councillor Warren Whyte, and was well attended by BCC and AVDC representatives as well as Town and Parish Councillors from the area.

In going through the matters arising from the last minutes, it was (a) noted that the public document following the review of the TfB contract is now available on the BCC website (this could be of interest to TPC), and (b)

stated that PCs are urged to report any poor quality road repairs asap. I asked the definition of 'poor quality', and it seemed to be agreed that anything lasting less than 12 months before needing further work would come under this description.

There is an investigation now underway into public transport in the area (no date given for its report). BCC have been allocated a large amount of money by government to deal with flood repairs.

A petition was brought before the Forum from residents in Paynes Court, Buckingham, in relation to the parking problems they are experiencing. People using the doctors' surgery next door are using Paynes Court to park, which means carers for the elderly residents cannot park there. The Forum has now set up a Parking Sub-committee to look into the area's parking problems in general, and this will use a new facility called the 'Parking Toolkit'. They will include an investigation into the Paynes Court problem.

The update from the Neighbourhood Police stated that offences in the area are mostly up on the same period last year (including violence, burglary, and vehicle-related thefts), while robbery is down. Speeding operations have been reduced. The new 'shed' by the Old Gaol is going well.

Several villages have now received training on the speed check machines that can be loaned out.

PCs were asked to notify Paul Hodson (BCC) of any concerns relating to HGV traffic, in preparation for the next LAF meeting.

The majority of the meeting was devoted to reports from and questions to the TfB representatives present, who were Kim Hills (the new head), Simon Dudley, and Matt Whincup (LAT). Items raised were:

- TfB are trying to co-ordinate all repair works together, to save money and effort – drainage, gully-emptying, patching, white-lining, etc.
- There is a campaign by TfB to get riparian owners to keep ditches clear; PCs should pressure relevant landowners where there are any issues with this.
- A FOI request from Akeley re road defect repairs showed that many were reported as 'closed' when no action had in fact been taken. Kim Hills said the current system of issue recording and tracking is going to be looked into and improved.
- A mapping facility is to be included on the new BCC website to enable pothole locations to be indicated. LATs are to be provided with tablets to record defects and actions on site.
- The collision data was provided for the A421 between Bourton Grounds and Pilch Lane for the 10 years 2003 – 2013: 3 fatal, 5 serious, and 15 slight. This means it is not in the top 100 accident areas.
- The schedule for rural grass cutting is to be confirmed shortly, and is likely to be the same as last year, which (supposedly) was 2 main cuts with an additional 2 cuts to visibility splays.
- A list was provided of LAF area carriageway surface treatments for the year 2014-15. As none of the Thornborough roads were included, despite assurances given by Dave Smith on our walk round the village earlier this year, I asked Simon Dudley to chase for a response to the record of defects and actions needed that we supplied to Dave after that walk, which Simon agreed to do.
- The defects on the A421 are being kept under review – it was pointed out that traffic was having to swerve around some of the current potholes, but apparently they are not in category 1 so will not be done with any urgency! Simon Dudley stated that the A421 is "at the end of its life expectancy".

The AVDC report stated that the new Vale of Aylesbury Plan is being worked on, and should be out in 2 years' time. The closure of the Council Office in Buckingham is not yet finalised; discussions are ongoing with the CAB. BCC will retain a presence there for the rest of this year.

Parishes are now being asked to maintain any rights of way contained in their areas. If they have any queries (which I should think is very likely!) they should contact Paul Hodson (BCC).

Some parishes are to benefit from a share in the £775k pot allocated for broadband in Bucks.

The meeting finished at about 9:30 pm!

Melanie Staff

Appendix 2

Report of Meeting of North Bucks Parishes Planning Consortium - 10 April 2014

Matters arising from minutes of meeting held on 22 January 2014

- Luton Airport – still to be decided, decision now with Eric Pickles.
- Wind Farms - more information required for The Dorcas Lane Wind Farm Appeal outcome the Cow Pasture (Salden) Farm Wind Farm planning application if possible before the appeal re Wind Farms in June 2014
- East-West rail has been delayed by a couple of years till 2019.
- MK Core Strategy – nothing to report

Neighbourhood Plans – some concern about message from AVDC advising parishes to wait till after their plan is on place which will be another 2 years. This seems to be to Aylesbury Vale District Council's advantage in writing their new plan but will make parishes vulnerable in the absence of a plan for their neighbourhood. It was also noted that it was not practical for smaller parishes with less than 2,000 people to develop a neighbourhood plan because of the cost etc. Some protection for their parish plans and design statements should be incorporated into the new Vale of Aylesbury Local Plan (VALP). There are no longer 'village envelopes' to help protect village locations and there is a concern with no overall or local approved plan, developers will have a free for all. The Chair will discuss these issues with AVDC.

With regards to the letter re. the consultation on the new VALP, NBPPC encourages all parishes to respond by 28th May.

Winslow & Buckingham developments update

Winslow Plan to go ahead on Thursday 1st May.

Buckingham Plan still being worked on. There is a new planning officer employed by Buckingham TC.

Miscellaneous Planning Matters

- Development Control Committee Meetings - despite 36 parishes responding and all saying they were not happy with the delegated powers process Development Control will continue the process now that the 6 month trial period has finished.

Any Other Business

Issues discussed:

- Permitted development (decided by lawyers not planners)
- Caravan parks
- The permission granted to hold 4 raves a year on land near A421 and Little Horwood. The next Rave is scheduled for Friday 20th till Sunday 23rd June. All local people are ready to complain.
- Declarations of interest

Date of Next Meeting tbc, it will be the AGM