

## THORNBOROUGH PARISH COUNCIL

### MINUTES of MEETING

**Monday 10th November 2014 at 7.00p.m.**

**Present:** Cllr Andy Spurr, (Chair), Cllr Charlotte Moore, Cllr Melanie Staff, Cllr Ray Goodger, Cllr Mary Taylor, Maggie Beach (Clerk) AVDC Cllr Sir Beville Stanier

**Public:** 2 members of the public

1.	<b>Apologies:</b> Cllr Stuart Mitchell, Cllr Mark Cole, BCC Cllr Warren Whyte.	
2	<b>Public Participation session</b> – The owners of The Folly Kennels were present and were given permission to speak when the issue of noise from The Folly Kennels came up under Review of Action Points.	
3	<b>Declaration of interest in items on the agenda</b> – None	
4	<b>Minutes of the meeting of 13th October 2014</b> - Agreed with one amendment.	
5	<p><b>Review of Action Points</b></p> <p><b><u>Mtg 11/08/14 Item 6 Review of Action Points</u></b></p> <p><b>Item 16 Thornborough Parish Plan</b> – on agenda</p> <p><b><u>Mtg 15/09/14 Review of Action points</u></b></p> <p><b>Item 17 A.O.B. other correspondence and any other Councillors’ Issues</b></p> <p>iii. Dog barking at The Folly is currently a big problem. Cllr RG to visit and talk to the owners. - Cllr RG has now visited. The issue was discussed with the owners who were attending the meeting. Cllr RG has advised building a wall in a strategic position for sound proofing. The AVDC Environmental Health Officer, Marion Mason-Curtis has visited the site on 13<sup>th</sup> December 2013, 14<sup>th</sup> May 2014 and 14<sup>th</sup> August 2014 and given advice on sound proofing which the owners have agreed to put in place by next spring. Currently there is no monitored sound level data. There have been two complaints from residents sent to the Environmental Health Officer in October as half term was particularly noisy. TPC agreed that this was not a parish council matter, but one for AVDC Environmental Health.</p> <p><b><u>Mtg 13/10/14 Review of Action Points</u></b></p> <p><b>Item 7 Thornborough Community Woodland Lease update</b> – on agenda</p> <p><b>Item 8 Road and Transport issues</b> – on agenda</p> <p><b>v. Salt Bins</b> - the Clerk has e-mailed Simon Dudley at TfB</p> <p><b>vi. Speed Limit at Coombs, Padbury Road</b> - the Clerk has communicated TPC's support for her campaign to reduce the speed limit.</p> <p><b>Item 9 Street lighting</b> – on agenda</p> <p><b>Item 13 Public Access Defibrillator</b> – The Clerk has written to say thank you but we are not going to take up the offer of part-funding.</p> <p><b>Item 15 Planning:</b> responses sent</p> <p><b>c) AVDC Changes In Planning Communication</b> - on agenda</p> <p><b>d) Community Impact Bucks and RCOH Expert Planners ‘The 18 Week Neighbourhood Development Plan Programme’</b> - on agenda under Response re Neighbourhood Development Plan Programme from Great Horwood PC</p> <p><b>Item 16 Finance</b></p> <p><b>c) BCC Budget consultation</b> – on agenda</p> <p><b>d) payments</b> - Cheques sent</p> <p><b>Item 17 A.O.B. other correspondence and any other Councillors’ Issues</b></p> <p>- All posters and AVDC Mtgs schedule on Notice-board</p>	
6	<p><b>Sports Field Hiring</b></p> <p>There has been a request from a resident to hire the Sports Field for a Saturday next May. This clashes with the Thornborough Cricket Club’s tenure. However after some negotiation the Cricket Club has kindly agreed to</p>	<b>Clerk to organise paperwork and make</b>

	<p>rearrange their fixture list to allow this casual hiring to go ahead. The Clerk will organise the paperwork and make charges at the casual rate for hire terms and conditions require.</p> <p>It was noted that since Thornborough Athletic Football Club disbanded, and with the cancellation of fees from Thornborough Cricket Club for a year from the second quarter of 2013, the income generated by the Sports Field Hire for TPC has been greatly reduced and Casual Hiring should be encouraged where it doesn't cause a problem with Seasonal Hiring.</p>	<p><b>charges at the casual rate for hire</b></p>
7	<p><b>Thornborough Community Woodland Lease update</b></p> <ul style="list-style-type: none"> <li>- The Clerk has reported back to Samantha Perkins that TPC are happy for BCC equipment to be kept on site for 3 months. BCC have decided that they want a letter signed to this effect. The Clerk has received the letter and after confirming with Councillors, signed it on TPC's behalf. However she has now received an amended letter from BCC. Councillors confirmed at the meeting that they were happy with the amended letter and also with the new map for the lease, which was the same apart from the scale as the previously sent one. The Clerk will inform Samantha Perkins and sign and send the amended letter to her.</li> <li>- Cllr AS offered to laminate two copies of the map for display at the woodland.</li> <li>- Cllr RG presented plans for an education project in metalwork and craft at the woodlands depot. Councillors thought this was an excellent idea but recognised that this will need to proceed slowly and cannot start until TPC has the leasehold of the whole site.</li> </ul>	<p><b>The Clerk to confirm that TPC are happy with the new map, sign the BCC letter and send it to Samantha Perkins</b></p> <p><b>Cllr AS to copy and laminate maps</b></p>
8	<p><b>Road and Transport issues</b></p> <ul style="list-style-type: none"> <li>i. <b>Closures</b>– Noted</li> <li>ii. <b>Newsletters</b> – noted. This month's newsletter was about salt bins. The Clerk is continuing to progress the salt bin replacement of the missing salt bin on the Lone Tree road with Simon Dudley at TfB. Cllr AS said he would be able to help determine the location for the placement of the salt bin. The Clerk will give his contact number to Simon Dudley to effect this.</li> </ul>	<p><b>Clerk to contact Simon Dudley</b></p>
9	<p><b>Street Lighting - update</b></p> <p>The Clerk has reported the lights that aren't working again. The issue of the Bridge Street light on the bend just after entering the 30mph limit being switched on was discussed but no decision was reached. The Clerk explained that if this light was switched back on it would be orange and on all night. The Clerk to find the cost of upgrading the light to low energy white and adding a timer in line with all the other lights in the village.</p>	<p><b>Clerk to find cost of upgrading Bridge Street light.</b></p>
10	<p><b>AVTUG minutes and next meeting</b> - noted</p>	
11	<p><b>AVDC Hackney Carriage Service consultation with Town and Parish Councils</b></p> <p>Clerk delegated to complete.</p>	<p><b>Clerk to respond</b></p>
12	<p><b>NBPPC report – Clerk</b></p> <p>The Clerk attended the recent NBPPC meeting and has circulated a report (attached as Appendix 1) -noted</p>	
13	<p><b>The Parish Plan</b></p> <p>The draft of the Thornborough Parish Plan with amendments and comments has been circulated to all Councillors for comment. The Clerk has now received updated pieces from Thornborough School, the Village Hall, St Mary's Church, The Methodist Chapel and also a piece about the employment opportunities in the parish. The section on planning still needs to be updated but the Clerk is leaving this to last to take account of current changes in the planning process. There will also be some new photos included.</p> <p>Cllr MS gave the Clerk her annotated copy. The Clerk will look at the notations and respond to Cllr MS.</p> <p>Agreed that other Councillors should send any further comments to the Clerk.</p>	<p><b>Clerk to respond to Cllr MS's comments</b></p> <p><b>Councillors to send any further comments to Clerk.</b></p>
14	<p><b>Planning:</b></p>	

	<p>a) <u>Ref.14/02976/AGN</u>. –Land At Thornborough Mill, Mill Lane, Thornborough Buckinghamshire MK18 2ED Oak framed/clad field barn under slate roof – NO COMMENT</p> <p>b) <u>Ref.14/03062/APP</u> - Thornborough Mill, Mill Lane Thornborough Buckinghamshire MK18 2ED Erection of outbuilding to accommodate Biomass boiler and associated fuel (pellet) store – NO COMMENT</p> <p>c) <b>Consultee Access and procedures for TPC re planning applications</b> This was discussed. Agreed that printing the plans out on the current A4 printer was not adequate in most cases. Agreed that until the AVDC planning portal for Thornborough goes live the Clerk will check on planning applications and send details round to all Councillors as soon as she has them to allow Councillors to access the plans online as soon as possible. This will need to be reviewed periodically.</p> <p>d) <b>AVDC Changes In Planning Communication</b> The Clerk has now received an answer from Cllr Mrs S Polhill to the letter sent to her by Thornborough Parish Council with the points TPC considers were not covered in her original reply sent to all parishes. The response was not felt to be helpful and there was concern about the time frame needed to print plans that would need to be taken to specialist printers.</p> <p>e) <b>Response re Neighbourhood Development Plan Programme from Great Horwood PC</b> The Clerk has contacted Great Horwood Parish Council but as they meet on the same night as TPC, the Chairman was unable to attend the TPC meeting although he has offered to respond if we would like to send him a list of questions. Taking the information from both ‘The 18 Week Neighbourhood Development Plan Programme’ seminar and the NBPPC meeting brought to this and to the last meeting by the Clerk, Councillors felt that a Neighbourhood Plan for Thornborough would be too costly and probably not much protection from development. Agreed not to take this issue forward at present.</p> <p>f) <b>Bulletins and other updates</b> – Bulletins noted</p>	<p><b>Clerk to send responses</b></p> <p><b>Clerk to action</b></p>
<p>15</p>	<p><b>Finances:</b></p> <p><b>a) Bank Reconciliation – September 2014</b> (deferred from last meeting) Current Account £16,802.30 Reserve Account £11,660.47 Current liabilities:£0.00 Total £28,462.77</p> <p><b>Bank Reconciliation – October 2014.</b> Current Account £15,337,64 Reserve Account £11,660.47 Current liabilities:£390.00 Total £26,608.11</p> <p><b>b) TPC Budget and Precept request</b> The Clerk presented a document showing Thornborough Budget - Year 2013-2014, Estimate and Current Position (October 2014) 2014-15. Councillors were given copies. The Clerk has received the annual request for the amount TPC wish to raise as the Precept for 2015-16. The Thornborough parish Tax-base figure for 2015/16 is 291.31, The Clerk explained that houses below and above Band D are assessed as a percentage of Band D and then all added up resulting in a figure which decides the number of Band D equivalent tax amounts that will be gathered. Councillors will look at the Budget document to inform a decision on how much Precept TPC needs to raise in total to be taken at the next meeting.</p> <p><b>c) Requests for Funding from Dial-A-Ride, Citizens’ Advice Bureau</b> The Clerk has checked and no-one in the parish uses the Dial-A-Ride service. TPC therefore agreed not to donate. TPC felt that Citizen’s Advice Bureau was an important service. Proposed that TPC send a donation of £150, proposed by Cllr CM, seconded by Cllr MS, agreed unanimously.</p>	<p><b>Cllrs. to read Budget document to prepare for next mtg. Item on the Precept for 2015-16 Clerk to put Precept 2015-16 on December agenda.</b></p> <p><b>Clerk to inform CAB</b></p>

	<p><b>d) BCC Budget consultation</b> – The Clerk has responded with the majority options Councillors sent to her</p> <p><b>e) Payments:</b></p> <table border="0"> <tr> <td>T. Spurr</td> <td>£150.00</td> <td>Cheque No. 579</td> </tr> <tr> <td>E-on Sports Pavilion</td> <td>£56.42</td> <td>Cheque No. 580</td> </tr> <tr> <td>St Mary's for Churchyard</td> <td>£500.00</td> <td>Cheque No. 581</td> </tr> <tr> <td>Local Govt. Act 1972 s.214</td> <td></td> <td></td> </tr> <tr> <td>E-on (unmetered supplies)</td> <td>£23.68</td> <td>Cheque No. 582</td> </tr> <tr> <td>PATP (Play Around the Parishes)</td> <td>£260.00</td> <td>Cheque No. 583</td> </tr> <tr> <td>Duck Food</td> <td>£26.80</td> <td>Cheque No. 584</td> </tr> <tr> <td>Clerk's Salary cheques – November</td> <td>£357.13</td> <td>Cheque No. 585</td> </tr> <tr> <td>HMRC - Clerk's Income Tax (PAYE Ref. 475/SA75351)</td> <td>£89.20</td> <td>Cheque No. 586</td> </tr> <tr> <td>Accounts office Ref. 475PE00369213)</td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;"><b>Total</b></td> <td><b>£1,463.25</b></td> <td></td> </tr> </table> <p><b>Direct Debits</b> None</p> <p><b>e) Receipts.</b> None</p>	T. Spurr	£150.00	Cheque No. 579	E-on Sports Pavilion	£56.42	Cheque No. 580	St Mary's for Churchyard	£500.00	Cheque No. 581	Local Govt. Act 1972 s.214			E-on (unmetered supplies)	£23.68	Cheque No. 582	PATP (Play Around the Parishes)	£260.00	Cheque No. 583	Duck Food	£26.80	Cheque No. 584	Clerk's Salary cheques – November	£357.13	Cheque No. 585	HMRC - Clerk's Income Tax (PAYE Ref. 475/SA75351)	£89.20	Cheque No. 586	Accounts office Ref. 475PE00369213)			<b>Total</b>	<b>£1,463.25</b>		<p><b>of this decision</b></p> <p><b>Clerk to raise cheques</b></p>
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<p>17</p>	<p><b>A.O.B. other correspondence and any other Councillors' Issues</b></p> <ul style="list-style-type: none"> <li>i. Free event on how to manage for ecosystem services - 24th Nov 2014 - Abingdon, Oxon organised by Natural England</li> <li>ii. Parish Analysis 2014-15</li> <li>iii. School admissions for 2014-15</li> <li>iv. Winter Driving courses</li> <li>v. Master Composter courses</li> </ul> <p style="text-align: right;">All noted</p> <p>Cllr MS told the meeting that she had done some work on the Parish Analysis (Item ii) to show Thornborough compared to other towns and parishes by including a percentage increase over the 2010 figures. She has also done a calculation presented on another work sheet without the information from Quarrendon, where a very large housing development on the edge of Aylesbury has skewed the figures. She will circulate the work sheets.</p> <p><b>Councillors Issues-</b></p> <ul style="list-style-type: none"> <li>i. Cllr AS reported that John Williams would like to donate a screen and projector to the Village Hall. This would be very useful for displaying plans. The original cost of the equipment was £22,000 so insurance and alarms may need to be adjusted as a result of accepting this offer.</li> <li>ii. Cllr AS reported that Fibre-optic Broadband will not be available in October/November for Thornborough as originally stated because of damage to a cable which will have to be re-laid on the old Buckingham Road. This will delay the date till March 2015.</li> <li>iii. <b>Land next to Sunnybrook known as Brookfield, High Street-</b> Cllr MS informed the meeting that there had been a couple of complaints made by residents to AVDC concerning the site and along similar lines to the complaint made by TPC. (The Clerk has still not yet received a response from AVDC to TPC's response to the letter from Mr Hems.)</li> <li>iv. The Clerk updated TPC re. the water connection at the Allotments. Anglian Water has now asked for details of our organisation and VAT status. She has responded with the information.</li> <li>v. Cllr AS reported that Thornborough Cricket Club are now paying the total cost of grass-cutting and maintenance for the Sports Field as Thornborough Athletic Football Club are no longer there to share it. Clerk to put on next month's agenda for review.</li> <li>vi. The Clerk has now started to catalogue and archive previous documents and files no longer currently in use. The archived boxes will eventually be stored at Thornborough and Coombs Community Woodlands in a shed there. So far this includes</li> </ul>	<p><b>Clerk to put posters on Notice-board</b></p> <p><b>Clerk to put on next month's agenda for review.</b></p>																																	

	<ul style="list-style-type: none"> <li>- Minutes books for</li> <li>- October 1969 – November 1976</li> <li>- (December 1976 – November 1981 Missing)</li> <li>- December 1981 – January 1984</li> <li>- February 1984 – October 1986</li> <li>- November 1986 – May 1991</li> <li>- June 1991 – April 1993</li> <li>- May 1993 – January 1995</li> <li>- February 1995 – April 1997</li> <li>- May 1997 – November 2001</li> <li>- December 2001 – March 2004</li> <li>- Invoices from 1990/2011,</li> <li>- Invoices sent out for Sports field rental and allotments June 1995 – April 2002,</li> <li>- Audits from 2001 to 2011</li> <li>- Bank statements for Barclays account June 1994 – February 1997 Business Premium Account and June 1994 – February 1997 Community Account</li> <li>- Cheque and paying in stubs</li> <li>- Books: Postage for April 1981 – March 2001, Telephone for 1981-2001, Accounts 1986 – 2004 (thereafter electronic), Allotments 1984 - 1993</li> <li>- Insurance Documents 2001 – 2004 (2005 – 2007 missing)</li> <li>- Files on:</li> <li>- Spring Lane (2 files)</li> <li>- Selling the Pound</li> <li>- Selling the Guide Hut</li> <li>- Poors Piece charity</li> </ul>	
18	<p><b>Date of next meeting; 8th December 2014</b> The meeting closed at 8.55 p.m.</p>	

## Appendix 1

### North Bucks Parishes Planning Consortium meetings, 23<sup>th</sup> October 2014

#### AV Local Plan Meeting

- Several people had attended this meeting on 16<sup>th</sup> October in the evening. There were three documents sent out to all who attended (but NOT to parishes who sent no representative. However I have received the three documents from NBPPC). Peter Williams, team leader for Forward Planning, (new to AVDC, probably hired specifically to sort this out), gave presentation and was very good.
- There will have to be a huge amount of development, 1500 new houses a year over 5 years across Aylesbury Vale.
- A development at Aston Clinton was refused but won on appeal proving that Aylesbury Vale has no effective 5 year plan in place. This cost AVDC and as a result they have adopted the default position of agreeing to almost every development plan. An 85 house development was accepted on the edge of Tingewick immediately. This could easily happen to Thornborough as any of the surrounding field (e.g., between the village and the A421) could possibly be developed.
- Every settlement must expect a 15% increase in housing over the next 5 years, for Thornborough this would be between 36 and 40 houses.
- There are currently 7 applications for developments at Haddenham alone.
- The National Planning Policy Framework is in favour of all sustainable development, so unless there is a really good planning reason all development will be accepted.

- Large planning developments are of less interest to AVDC as they take years to plan and complete and therefore can't so easily be put against the yearly target of 1500 houses completed, but small developments are of great interest as they will complete faster.
- The 5 year housing supply is calculated on what is deliverable within the 5 years.
- Secretary of State can over-rule the Inspector even if you have a NP
- Appeals to be heard in January: Fleet Marston, Watermead, Bierton and other Aylesbury planned developments
- Winslow recently had a development which was refused on an appeal made by a member of the public on procedural grounds. However, when it was reported in the Buckingham Advertiser it was stated by Aylesbury Vale Development Control that they would allow the development once an application was made again correctly, which then happened despite the fact that it wasn't in the Winslow NP. Winslow is now considering appealing on the grounds that it isn't in their NP.
- Submissions on the VALP need to be back to AVDC by 16<sup>th</sup> November.
- Two areas that need to be addressed are the issues of settlement boundaries (currently these don't exist) and community coalescence (settlements expanding till they join up). Agreed that NBPPC will raise these issues with AVDC.

### **Planning Application Process**

- There was a long discussion on this issue. There have been many complaints. Jeff Membery who is the main contact for this issue and is sending out all the information was previously in the Benefits Manager when that team was reviewed and is seen as AVDC's enforcer'. (He was the person who put through the closure of the two Council Offices in Buckingham and Winslow).
- Various ideas were put forward such as offering to pay for the printing,, asking the applicant to pay more to cover printing for parishes, asking the applicant to provide plans for the parish etc etc.
- The new planning we pages for each parish should be coming very soon.

### **Neighbourhood Plans**

- Everywhere is vulnerable to housing development as developers will look at any and every field with a view to development on the edge of any settlement.
- Currently AVDC are agreeing to almost all development applications.
- The Secretary of State has made it clear that Neighbourhood Plans provide protection even where there is no up to date Local District Plan.
- Buckingham NP has had to be started again as AVDC got the map wrong.
- Peter Williams has said that Aylesbury Vale District Council's main efforts will be on getting the VALP done BUT they have a duty to support the writing of NPs and get £30,000 for each NP accepted by the Secretary of State.

Maggie Beach  
October 2014