

THORNBOROUGH PARISH COUNCIL

MINUTES of MEETING

Monday 13th July 2015 at 7.00p.m.

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

Public: 7 members of the public

Item	Minute	Action
1.	Apologies: Cllr Stuart Mitchell	
2	Public Participation Session Members of the public had come for items on the agenda	
3	Declaration of interest in items on the agenda —Cllr CM declared an interest in Item 7 Sports Field Issues	
4	Minutes of the meeting of 15th June 2015 –Agreed	
5	Review of Action Points Item 7 Village Hall and Projection system – on agenda Item 8 – Friendship Club – actioned Item 9 Playground Inspection Reports – on agenda Item 11 Sports field Issues – on agenda Item 12 Road and Transport issues – Village Walk round – on agenda Item 13 – Thornborough Parish Council Risk Assessment – actioned. Item 14 Annual Open Meeting of the Parish – Allotments The Clerk has written to all allotment holders reminding them that they have signed a contract to keep their allotments in good order and to let her know if they wish to discontinue their tenancy. She has also explained that the rent will be reviewed and probably increased to reflect increased costs next year. Item 17 Finances: b) Payments: all cheques sent.	
6	Notice of emergency items: a) <u>Ref.15/02311/ACL</u> - Thornborough Manor High Street Thornborough MK18 2DQ -Application for a Lawful Development Certificate to establish that the development approved under ref. 13/01638/APP on 29 July 2013 has been lawfully commenced within the three year time limit specified by condition 1 of that permission. b) <u>Ref. 15/02006/APP</u> - 2 Brickyard Cottages Padbury Road Thornborough MK18 2EB Removal of existing shed and erection of detached double garage, detached garden room, and two storey side and first floor rear extension Agreed to take these items under Item 15 Planning Planning applications arriving after a meeting but with a comments due date before the next meeting are causing a problem as AVDC will now no longer grant extensions. The Parish Council's response must be decided at a public meeting where the planning application has been publicised. Proposed Cllr MT, seconded Cllr CM to schedule in monthly meetings on Mondays two weeks after the regular TPC meeting to discuss planning applications that might have arrived and require a response before the next scheduled TPC meeting. Agreed unanimously.	Clerk to action
7	Sports field and Pavilion i. Update The Clerk updated TPC on the current situation with the Sports Field and Pavilion. We are now seeking confirmation that we own the Sports Field and Pavilion through a solicitor. The wording concerning ownership on the deeds for the Sports Field is ambiguous and could cause problems, this needs to be sorted out.	Clerk to forward relevant information to

	<p>The Hiring agreement for both Casual and Seasonal Hire and the Conditions of Hire need updating. It was agreed that a working group be set up of Cllr SM and Cllr MS to do this.</p> <p>The Clerk has had a request from a Winslow senior football club to use the Sports Field on Sunday mornings. After discussion it was agreed that this was not appropriate for Thornborough</p> <p>ii. Dogs on leads signs</p> <p>The Clerk has found several examples of metal Dogs on Leads signs on E-Bay. TPC discussed the various signs. Proposed Cllr MS seconded Cllr MT that TPC buy 4 pre-drilled DiBond A3 size metal signs as advertised on e-bay for £9.99 each.</p> <p>iii The Clerk explained that as owners TPC has responsibility to comply with regulations such as Legionnaires Disease monitoring, Fire Equipment and Fire Exit notices and doors. She will check on exactly what is needed and put into place.</p>	<p>this working group. Clerk to inform the football club secretary</p> <p>Clerk to buy dog signs</p> <p>Clerk to action necessary compliance.</p>
8	<p>Pre-school – update</p> <p>The Clerk has now received a response to the letter from Thornborough Parish Council to the current Trustees of Thornborough Trust, set up subsequently by Sir Harry Moore to manage the oversight of the Sports field asking if we can allow the Pre-school to use the Sports Pavilion without Thornborough Parish Council incurring any penalties. The response confirms the restrictive covenant but says that as long as sporting activities remain the priority activity the Trustees are happy for the Pre-school to use the Pavilion. The Clerk will send a copy of the letter to the Pre-school committee.</p> <p>A member of the Pre-school Committee gave an update. The Pre-school are seeking security so that they can continue next academic year. AVDC may make grants available but only once a lease is in place.</p> <p>Proposed Cllr MS seconded Cllr RG that a working group comprising Cllr AS and Cllr MT be set up to look at work needed to improve the Sports Pavilion for future use and determine who is responsible for each item financially. Agreed unanimously. (This to include safety glass, fire exits and storage facilities).</p> <p>The issue of storage was raised and Cllr AS explained that he and Cllr MT had looked at the Sports Field and felt that the best place for a new shed for the Pre-school to use to store equipment in was between the current shed and the fence. The exact positioning and size to be determined by a site visit of the working group and then brought back to the Council.</p> <p>Proposed Cllr CM seconded Cllr MT that a Working Group comprising Cllr SM and Cllr MS be set up to look at the contents of a lease for the Pre-school’s use of the Sports Pavilion and Field. Agreed unanimously</p> <p>Proposed Cllr MS seconded Cllr RG that the Pre-school be allowed to access the Sports Pavilion from now on to prepare for the September opening using the Casual Hirer Agreement but at zero cost till September 30th when the rent will be discussed again. Agreed unanimously.</p>	<p>Clerk to send a copy of the letter to the Pre-school committee.</p> <p>Clerk to forward relevant information to these working groups.</p> <p>Working Group to organise site visit then report back to Council</p> <p>Clerk to send amended Casual Hirer Agreement reflecting the zero cost to Pre-school,</p>
15	<p>Planning: (This item taken earlier to accommodate public representation).</p> <p>Emergency items</p> <p>a) <u>Ref.15/02311/ACL</u> - Thornborough Manor High Street Thornborough MK18 2DQ -Application for a Lawful Development Certificate to establish that the development approved under ref. 13/01638/APP on 29 July 2013 has been lawfully commenced within the three year time limit specified by condition 1 of that permission. NO COMMENT</p> <p>b) <u>Ref. 15/02006/APP</u> - 2 Brickyard Cottages Padbury Road Thornborough MK18 2EB Removal of existing shed and erection of detached double garage, detached garden room, and two storey side and first floor rear extension. NO COMMENT</p> <p>Other items</p>	

	<p>a) <u>Ref. 15/02058/APP</u> - Old Kilns, Back Street, Thornborough, MK18 2DH - Single storey front and two storey rear extension. SUPPORTED</p> <p>b) Planning update: A letter re. current planning department processes, how to address problems and information about future training which the Clerk intends to attend was noted.</p> <p>c) Affordable homes update Noted. TPC considers the affordable housing at Orchard Close, Thornborough to be a community asset and are very concerned that this amenity will be lost if the Government decision about selling Housing Trust houses in small groups in small villages goes ahead. Agreed that the Clerk will draft a letter to John Bercow MP expressing TPC's concerns.</p> <p>d) Updates</p> <p>i. <u>Ref. 15/014574/COUR</u>- Brookfield High Street Thornborough MK18 2AB – For: Change of use – Determination as to whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding and locational consideration for the conversion of one agricultural building into one dwelling with attached garage (Class Q(a)) and in relation to design and external appearance of the building (Class Q(b)) This has been considered by AVDC and it has been decided that as the building is unlawful and subject to enforcement notice that it does not benefit from permitted development rights. AVDC has therefore closed the application and marked it as not pursued with.</p> <p>TPC are very pleased with this outcome and will continue to monitor any changes in the site. It was agreed that the Clerk should write to AVDC and ask that the building be demolished in the light of this decision by AVDC.</p>	<p>Clerk to make responses</p> <p>Clerk to draft a letter to John Bercow</p> <p>Clerk to write to AVDC as detailed</p>
9	<p>Village Hall</p> <p>a) Projection system – WiFi update – in hand</p> <p>b) Letter from Village Hall Committee TPC discussed the Village Hall Committee's request for funding. Agreed that TPC wish to support the Village Hall as a community asset and suggest that an informal meeting with the Village Hall Committee to discuss the way forward would be useful. The Clerk will contact the Village Hall Committee to arrange.</p>	<p>Clerk to contact Village Hall committee to arrange a meeting</p>
10	<p>Thornborough Community Woodland update-</p> <ul style="list-style-type: none"> - The Thornborough and Coombs Community Woodlands Committee are still waiting the outcome of the application for Enterprise Trust status - The Clerk has now received an estimated bill from Npower for electricity at the woodland. Cllr AS will read the metre there and phone the correct figures to the Npower. 	<p>Cllr AS to read metre and report correct figures to Npower.</p>
12	<p>Road and Transport issues</p> <p>i. Village Walk round report – The Clerk is monitoring progress. The leak on the High Street between the pond and Swandon has now been fixed.</p> <p>ii. Closures – noted</p> <p>iii. Newsletter - noted</p>	<p>Clerk will continue to monitor.</p>
12	<p>AVALC Mtg. Minutes – noted.</p>	
13	<p>Playground Inspection Reports.</p> <p>Agreed to get the litter bin moved to the pavement outside as this is a hazard, Despite the Satisfactory reports it was felt that the playground looked tired and dated. Discussion of the way forward with the playground deferred to next meeting.</p>	<p>Clerk to put on July agenda</p>
14	<p>Buckingham Town Council devolved services offer</p> <p>The Clerk has e-mailed Buckingham Town Council but has not yet had a reply.</p>	<p>Clerk to follow up</p>
16	<p>Finances:</p> <p>a) Bank Reconciliation – June 2015</p> <p>Current Account £19,651.11</p> <p>Reserve Account £11,664.84</p> <p>Current liabilities: £817.68</p> <p>Total £30,498.27</p>	

	<p>e) With regards to Recommendation 8 from the Annual Audit Report, the Clerk explained that there had been a national pay-rise for Clerks. She is currently on Spinal Column Point 22 - £10.300 an hour. This is now £10.527 backdated to 1st January 2015. Proposed Cllr CM seconded Cllr MT that Thornborough Parish Council pay the Clerk at this increased rate backdated to 1st January. Agreed unanimously.</p>	
17	<p>A.O.B., other correspondence and any other Councillors' Issues.</p> <ul style="list-style-type: none"> i. Plantlife UK ii. Community Impact Bucks BIG IMPACT CONFERENCE- 29th September 2015 iii. Bulb Catalogue. 	All noted
18	<p>Date of next meeting; 10th August 2015 The meeting closed at 9.25 p.m.</p>	