

**THORNBOROUGH PARISH COUNCIL**

**MINUTES of the ANNUAL MEETING of the COUNCIL**

**Monday 11<sup>th</sup> May 2015 at 7.00pm**

**Present:** Cllr. Charlotte Moore; Cllr. Andy Spurr; Cllr. Mary Taylor, Cllr Stuart Mitchell; Maggie Beach (Clerk) AVDC Cllr Sir Beville Stanier

**Apologies:** Cllr. Melanie Staff; Cllr. Ray Goodger.

**Public:** 6 members of the public,

Item		ACTION
1	<p><b>Election of Councillors</b> Charlotte Moore; Andy Spurr; Mary Taylor, Ray Goodger; Stuart Mitchell; Melanie Staff were elected unopposed as Councillors for Thornborough Parish Council.</p>	
2	<p><b>Election of the Chairman and Vice-Chair</b> Cllr. Stuart Mitchell proposed as Chairman by Cllr. Charlotte Moore, seconded by Cllr. Mary Taylor. Elected unanimously and unopposed. Cllr. Andy Spurr proposed as Vice-Chair by Cllr. Stuart Mitchell, seconded by Cllr. Mary Taylor. Elected unanimously and unopposed.</p>	
3	<p><b>To agree the Minutes of meeting 12<sup>th</sup> May 2014</b> - agreed as accurate</p>	
4	<p><b>To fix dates and times of ordinary meeting for 2014/15</b> Meetings to continue to take place on the second Monday of each month at 7.00 p.m. in the Village Hall.</p>	<p><b>Clerk to book hall</b></p>
5	<p><b>To receive report from Chair for 2014/15</b> Chair presented his report attached as Appendix 1</p>	
6	<p><b>Financial report</b> Clerk presented the Financial Report. Report notes attached as Appendix 2</p>	
7	<p><b>To consider the payment of any annual subscriptions</b> Annual subscriptions renewed throughout the year as they become due after discussion in Council.</p>	
8	<p><b>Appointment of any new committees, confirmation of the terms of reference, the number of members and nominations.</b> Agreed Thornborough and Coombs Community Woodlands Committee to continue with the same membership; Cllr Mary Taylor, Cllr Andy Spurr, Cllr Ray Goodger, Tanya Pepin, Mark Cole (Chairman). Agreed the committee continue with the same Terms of Reference.</p>	
9	<p><b>Review and adoption of appropriate standing orders and financial regulations.</b></p> <ul style="list-style-type: none"> <li>- Agreed unanimously that Thornborough Parish Council re-adopt the previously circulated Standing Orders.</li> <li>- Agreed unanimously that Thornborough Parish Council re-adopt the previously circulated Financial Regulations.</li> <li>- Agreed unanimously that Thornborough Parish Council re-adopt the previously circulated Code of Conduct.</li> </ul>	
10	<p><b>Review of inventory of land and assets including buildings and office equipment.</b> Covered by the Financial report.</p>	
11	<p><b>Review and confirmation of arrangements for insurance cover in respect of all insured risks.</b> Previously discussed under item 5. Insurance is due to be renewed in September 2016.</p>	

12	<p><b>Review of the Council's and/or employees' memberships of other bodies. (Local Area Forum, North Bucks Parishes Planning Consortium, AV North Sports Council.)</b>                  Representatives appointed:                  Local Area Forum, - Cllr Melanie Staff                  North Bucks Parishes Planning Consortium, - The Clerk                  AV North Sports Council, - Cllr Andy Spurr                  Agreed attendance at the Parish County Liaison Group was difficult for Councillors so TPC will continue to send apologies.</p>	
13	<p><b>Establishing or reviewing the Council's complaints procedure</b>                  Covered in the agreed Standing Orders.</p>	
	<p>Meeting closed at 7.25p.m</p>	

## Appendix 1

### THORNBOROUGH PARISH COUNCIL Chairmen's Report 2014-15

I am pleased to report that during the last year we finally signed the lease with Buckinghamshire County Council for lease of the Thornborough Community Woodlands. While we are pleased to be able to bring this wonderful 183 acre site into our care, it is not the role of the Parish Council to administer the site nor take any financial liability for upkeep. Therefore a dedicated band of supporters are currently working towards the establishment of a new Charitable Incorporated Organisation (to be named Thornborough and Coombs Woodland Enterprise Trust) and the parish council will take steps to assign the lease over to this new body once it is established. I would like to thank the members of the Parish Council Woodland committee (Mark, Andy, Mary, Ray) and particularly Tanya Pepin for her support of this initiative.

The Parish Council continues to work on behalf of all residents with respect to road maintenance and traffic issues. We continually petition for repairs to our roads with pot holes and kerb stones an ongoing problem and are also trying to resolve the water problem on High Street which is proving difficult to resolve. We have had a request from the residents in The Coombs, Padbury Road for the current 50 MPH speed limit to be reduced to 40 MPH which the council fully supports. Since Buckinghamshire County Council have concluded their last county-wide review the formal process to request a speed limit change is very expensive, therefore the Parish Council are currently investigating other ways this can be achieved.

I am very pleased to report that the village now has access to super-fast broadband, now that Openreach have finally equipped the village with a fibre connection to the exchange. This has lifted our broadband speeds to 36MBps which makes video streaming possible. It is also a major benefit to any businesses and home-workers based in the village which is vital to our local economy. I am aware, however, that not all houses in parish are able to benefit from such service and would be interested to hear from anyone who feels they need support in petitioning for better broadband.

On a similar subject, I would like to publicise the Parish Council website ([thornboroughvillage.co.uk](http://thornboroughvillage.co.uk) or [thornboroughparish.co.uk](http://thornboroughparish.co.uk)) which we want to be the go-to place for news, information and events for the Parish. If there are any additions to the Events Calendar, please send them to [tpcadmin@thornboroughvillage.co.uk](mailto:tpcadmin@thornboroughvillage.co.uk) for inclusion. Thornborough News continues to be a vibrant publication and many thanks to Rod for his tireless work in producing the magazine on a monthly basis. Thanks also to the contributors for their input without whom it would not be possible. The Parish Council is pleased to support Thornborough News as a vital part of our community. Planning for building and development continues to be a concern for the Parish Council. While we are happy to support householders and local businesses who require permission to improve their properties and diversify their business, we are determined to ensure the

essential character of our Parish is maintained. The lack of a Vale of Aylesbury Local Plan causes a lot of concern as it leaves us susceptible to speculative development of the type that our neighbours in Winslow have been fighting. The Thornborough Parish Council will continue to monitor development of the VALP and review whether a formal Neighbourhood Plan will be appropriate for the Parish to ensure we are adequately protected. AVDC, who are the responsible body for our local planning permission requests, have not helped us by stopping production of paper copies of plans but at least their Planning Portal appears to be working better now than it did previously.

The Parish Council unfortunately had to raise our precept in response to rising costs this year. We agreed to a minimal rise of only 99p per annum at Band D. This additional funding will help the Parish Council ensure we continue to fund the services we are responsible for (Sports Pavilion, street lighting, grass cutting, dog waste bins, playground upkeep) but also enable us to support the community amenities including the Village Hall, Post Office and Friendship Club and Pre-School. We end the year with finances showing a net balance of £27,503.74. With repairs to the playground required urgently and the prospect of requiring a Neighbourhood Plan, this amount should be adequate at best.

Finally I would like to thank all the councillors for all their hard work and support this year: Ray Goodger, Charlotte Moore, Melanie Staff and Mary Taylor; and also Andy Spurr who is an excellent Vice-Chair always happy to fill my role when I am unable to. Also to Maggie Beach who is a tireless clerk and an invaluable source of procedural expertise and historical knowledge.

Since losing Mark Cole who has been recently elected to Buckingham Town Council, we are in need of a new councillor. I would particularly like to encourage representation from the east of the village (Thornhill area) or the Coombs who are not represented at present.

Stuart Mitchell

## **Appendix 2**

### **Thornborough Parish Council Finance Report for the Annual Meeting of the Council, 11<sup>th</sup> May 2015 - Notes to accompany Excel sheets.**

#### **Notes to accompany Excel sheets.**

1. Balance sheet shows our current fixed and cash assets.
  - a. Fixed assets - £385,934.13,
  - b. General Fund - £27,503.74
  
2. This is how our fixed assets are currently listed. We may wish to re-list (see possible list sheet). This is the same situation as last year, when we did not re-list.
  
3. Insurance values – this is what we currently have in our schedule. We do not have street lighting included and although I have included the five new lights (included under fixed assets), I have no figure for the other 17 lights we currently have. We now have; 5 new lights 9 upgraded lights that are currently on at night and a further 7 lights that are not currently used (and haven't been upgraded). There is also a very old light (now obsolete but still working) at the Green end of Church Lane. Total lights now 22. This is the same situation as last year.

4. Here is a possible list of fixed assets. The fixed assets we currently have listed have over years lost a lot of their original meaning, e.g. Notice-boards – what does this refer to? We have a notice board at each of the Playground and Sports Field and two on the village hall. We have given a third from the village hall to the church.
5. I have included the final month's Bank Reconciliation from last financial year (1<sup>st</sup> April 2014 – 31<sup>st</sup> March 2015) for your information.
6. This is a list of all the categories that I currently sub-divide payments under so that you can see costs for different areas of expenditure.