

## THORNBOROUGH PARISH COUNCIL

### MINUTES of MEETING

**Monday 4th July 2016 at 7.00p.m.**

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

**Public:** None

Item	Minute	Action
1.	<b>Apologies:</b> , BCC Cllr Warren Whyte,	
2	<b>Public Participation Session</b> -None	
3	<b>Declaration of interest in items on the agenda:</b> None	
4	<b>Minutes of the meeting of 13th June 2016</b> –Agreed	
5	<p><b>Review of Action Points</b></p> <p><b>Item 6 Planning:</b> responses sent, place at event booked</p> <p><b>Item 7 Sports field and Pavilion</b>– on agenda</p> <p><b>Item 8 Thornborough Fund Raisers</b> – informed of decision re donation</p> <p><b>Item 9 Thornborough News</b> – on agenda</p> <p><b>Item 10 Road and Transport issues</b></p> <p><b>iii Coombs Speed Limit Review</b> – in hand</p> <p><b>Item 11 Street lighting</b> –on agenda</p> <p><b>Item 12 Playground update</b> –on agenda</p> <p><b>Item 13 LAF</b> – on agenda</p> <p><b>Item 16 Finances b) 2016 Audit Return</b> - sent to External Auditor</p> <p><b>c) Rent reviews</b> – Allotment and Pavilion Invoices sent as agreed</p> <p><b>d) Cheques</b> all sent</p> <p><b>Item 17 A.O.B., other correspondence and any other Councillors' Issues.</b></p> <p>WI bench outside the school – discussed as extra item</p>	
11	<p><b>Street lighting – High Street.</b></p> <p>This item taken early to enable site visit.</p> <p>TPC's plans for two lights on the High Street included a light planned for outside the New Inn to be moved across the road to the grass triangle outside the school. The Clerk has discussed this with the Head Teacher at the school who is happy with positioning a street light near the school. The Clerk has checked with E-on again discovered that the cable is actually at the end of the Green.</p> <p>Councillors looked at various options for the light to be placed mid-way between the one commissioned for the end of the Right of Way next to Sunnybrook and the light to be upgraded situated on Church Lane.</p> <p>A position on the south side of the High Street at the boundary of Cherrytree and the Old School House was agreed and if the cable was not in the correct position, for a spur to be run to this position, possibly at extra cost. The Clerk will contact E-on to find the cost for positioning a new light on a spur here.</p>	<b>Clerk to action</b>
Extra Item	<p><b>Bench</b></p> <p>During the site visit Councillors stopped to assess the new bench placed on the Green by the WI just behind where the old WI bench had been.</p> <p>Councillors were disappointed that the WI hadn't consulted with TPC when choosing the new bench.</p> <p>Councillors came to the following conclusions:</p> <ul style="list-style-type: none"> <li>• The seat is unsympathetic to the rural setting with a design more suited to an urban situation,</li> <li>• It is too high off the ground (a person of 5 feet 7 inches sitting on the bench could not place their feet on the ground)</li> <li>• There are considerable Health and Safety issues concerning the seat. The struts are placed at such an interval as to be a trap hazard for small children</li> </ul>	

	<p>making it inappropriate for outside an Infant School, and the bench is already rocking and not firmly embedded in the ground. We understand it is placed in metal sheaths sunk into the ground rather than in concrete as the previous WI bench was. The Infant School has already expressed concern about these issues and Thornborough Parish Councillors concur with the school.</p> <p>The Clerk will write to Thornborough and Thornton WI to ask them to arrange for the removal of the bench seat. Should Thornborough and Thornton WI wish to replace the bench outside the school where the original WI bench was placed some years ago on the Village Green (which Thornborough Parish Council owns), Thornborough Parish Council are very happy for this to happen but to avoid a repeat of this sequence of events ask that any new bench to be placed is approved by Thornborough Parish Council first.</p>	<p><b>Clerk to write to WI as detailed</b></p>
6	<p><b>Planning:</b></p> <p>a) <u>Ref. No: 16/02247/APP</u> - Erection of agricultural building for storage of hay, small &amp; large machinery &amp; livestock. - Stonelands Farm, Padbury Road, Thornborough, MK18 2DF - SUPPORTED</p> <p>b) <u>Ref. 16/02213/ACL</u> - Application for a Certificate of Lawful Development for a proposed ancillary curtilage building over 2m away from boundary and under 4m high - Oakridge Farm, Pilch Lane, Great Horwood, MK17 0NX - SUPPORTED</p> <p>c) Updates - <u>Ref.15/04175/APP</u> - Windmill Cottage, Mill Lane, Thornborough, MK18 2ED -Replacement of existing house and rebuilding of pool enclosure. APPROVED.</p> <p>d) <b>Draft VALP - Response.</b> This item taken under Item 14</p>	<p><b>Clerk to make responses</b></p>
7	<p><b>Sports field and Pavilion –</b></p> <p>i. <b>Update of working groups</b> The Licence for the Pre-school's use of the Pavilion now in place has been signed by both the Pre-school and TPC. The Working Group is now considering the various issues of the general hirers' contract and terms and will bring a draft new Hirer's agreement to the next meeting.</p> <p>ii. <b>Shade for Pre-school –</b> The Pre-school has asked for permission to erect a series of sail-like shades over the front of the Pavilion to give shade to the children attending the Pre-school. It would be removable. After discussion Thornborough Parish Councillors would like to know if the intention is to remove the shades every evening. They agreed that they had no objections to shades in neutral colours such as dark green, brown or cream. The Clerk will check that the shades would not cause a problem for Thornborough Cricket Club.</p> <p>iii. <b>6 a side Goal at Sports Field –</b> this is in hand.</p>	<p><b>Cllrs SM and MS to action</b></p> <p><b>Clerk to action – contact Pre-school and Th.CC</b></p> <p><b>Cllr AS to continue to action</b></p>
8	<p><b>Consultation for the Buckinghamshire County Council Local Flood Risk Management Strategy</b></p> <p>This is an issue for Thornborough. Agreed that Councillors will read the Flood Strategy and send comments to the Clerk by 20<sup>th</sup> July to collate a TPC response</p>	<p><b>All Cllrs to action</b></p>
9	<p><b>Thornborough News– update including issues concerning The Buckingham Advertiser</b></p> <ul style="list-style-type: none"> <li>- Cllr SM together with the Clerk will work on producing a mock-up of the first new issue of Thornborough News.</li> <li>- The Clerk has not yet had a response from the resident who has expressed interest in becoming the Editor. She has been on holiday, the clerk will contact her again.</li> <li>- The Clerk has approached the Buckingham Advertiser's local Thornborough Correspondent for Village Voice to suggest it would be good to be able to link TNews and the weekly reports on Thornborough in the Advertiser more closely.</li> </ul>	<p><b>Cllr SM and Clerk to action</b></p> <p><b>Clerk to action</b></p>
10	<p><b>Road and Transport issues</b></p> <p>i. <b>Closures –</b> noted.</p> <p>ii. Information about sustainable travel and the creation of a cycle lane on the A413 was noted.</p>	

12	<p><b>Playground update</b></p> <ul style="list-style-type: none"> <li>- Cllrs AS and SM attended the free consultation from Wicksteeds and are waiting for the report.</li> <li>- Cllr AS is working with the local resident who is donating play equipment that would be suitable for re-furbishing the playground together with appropriate surfaces. The Clerk has written to thank her.</li> <li>- The Clerk has put up a notice in the Playground asking for parent volunteers for the Working Party but has not yet had any volunteers come forward.</li> </ul>	<p><b>Clerk and Cllr AS to continue to action</b></p>																																																			
13	<p><b>AVALC-</b> Minutes of the last meeting noted</p>																																																				
14	<p><b>NBPPC – report</b></p> <p>The Clerk attended the meeting of the North Bucks Parishes Planning Consortium on 29<sup>th</sup> June. She has circulated a report. – noted</p> <p>TPC discussed the response to the Draft VALP. Agreed that Councillors will read the Draft VALP and send comments to the Clerk to collate for a response from TPC and also to submit to NBPPC for an NBPPC response by 31<sup>st</sup> July.</p>	<p><b>All Cllrs to action</b></p>																																																			
15	<p><b>LAF</b></p> <ul style="list-style-type: none"> <li>i. Report of meeting – 14<sup>th</sup> June by Cllr DH – noted</li> <li>ii. Active Bucks Year 2 LAF Funding Decision -The Clerk will research possible funding for the Playground.</li> </ul> <p>Cllr MS is unable to attend the next meeting. Cllr DH will attend in her place.</p>	<p><b>Clerk to action.</b></p>																																																			
	<p><b>Finances:</b></p> <p><b>a) Bank Reconciliation – June 2016</b></p> <p>No Bank Reconciliation available as the Bank Statements haven't arrived in time due to moving the date of TPC meetings forward a week. The Clerk will contact the bank to ask for statements to be sent earlier to enable Bank Reconciliations to be presented to meetings on the new schedule of meeting dates. When the Bank statement arrives the Clerk will circulate the Bank Reconciliation for June.</p> <p><b>b) Clerk's Salary – national increase</b> Proposed Cllr SM seconded Cllr CM agreed unanimously to increasing the Clerk's salary from £10.527 an hour to £10.632 per hour back dated to 1<sup>st</sup> April 2016 in line with the current National Pay Award.</p> <p><b>c) Payments:</b></p> <table border="0" style="width: 100%;"> <tr> <td colspan="3">Buckingham Law Plus –</td> </tr> <tr> <td>Legal fees for Thornborough and Coombs Woodlands Enterprise Trust (Section 137)</td> <td style="text-align: right;">£549.60</td> <td style="text-align: right;">Cheque No 720</td> </tr> <tr> <td>Thornborough Fund Raisers for defibrillator (Section 137)</td> <td style="text-align: right;">£500.00</td> <td style="text-align: right;">Cheque No.721</td> </tr> <tr> <td>E-on (unmetered supplies)</td> <td style="text-align: right;">£14.00</td> <td style="text-align: right;">Cheque No 722</td> </tr> <tr> <td>Buckingham Law Plus –</td> <td style="text-align: right;">£656.40</td> <td style="text-align: right;">Cheque No. 723</td> </tr> <tr> <td>Legal fees for Licence for Thornborough Pre-school</td> <td></td> <td></td> </tr> <tr> <td>Clerk's Salary – July</td> <td style="text-align: right;">£364.97</td> <td style="text-align: right;">Cheque No. 724</td> </tr> <tr> <td>HMRC - Clerk's Income Tax (PAYE Ref. 475/SA75351)</td> <td style="text-align: right;">£91.20</td> <td style="text-align: right;">Cheque No. 725</td> </tr> <tr> <td>Accounts office Ref. 475PE00369213)</td> <td></td> <td></td> </tr> <tr> <td>Cartwright Landscapes – for verge repairs</td> <td style="text-align: right;">£570.00</td> <td style="text-align: right;">Cheque No. 726</td> </tr> <tr> <td style="text-align: right;"><b>Total</b></td> <td style="text-align: right;"><b>£2,756.17</b></td> <td></td> </tr> </table> <p><b>d) Receipts</b></p> <p>Allotment rents:</p> <table border="0" style="width: 100%;"> <tr> <td style="padding-left: 20px;">Allotment 1</td> <td style="text-align: right;">£15.00</td> </tr> <tr> <td style="padding-left: 20px;">Allotment 2</td> <td style="text-align: right;">£15.00</td> </tr> <tr> <td style="padding-left: 20px;">Allotments 3 &amp;4</td> <td style="text-align: right;">£30.00</td> </tr> <tr> <td>Pavilion rent and utilities</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Electricity</td> <td style="text-align: right;">£206.92</td> </tr> <tr> <td style="padding-left: 20px;"></td> <td style="text-align: right;">£296.96</td> </tr> <tr> <td style="padding-left: 40px;">Water</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td style="padding-left: 40px;">Rent</td> <td style="text-align: right;">£150.00</td> </tr> <tr> <td style="text-align: right;"><b>Total</b></td> <td style="text-align: right;"><b>£713.88</b></td> </tr> </table>	Buckingham Law Plus –			Legal fees for Thornborough and Coombs Woodlands Enterprise Trust (Section 137)	£549.60	Cheque No 720	Thornborough Fund Raisers for defibrillator (Section 137)	£500.00	Cheque No.721	E-on (unmetered supplies)	£14.00	Cheque No 722	Buckingham Law Plus –	£656.40	Cheque No. 723	Legal fees for Licence for Thornborough Pre-school			Clerk's Salary – July	£364.97	Cheque No. 724	HMRC - Clerk's Income Tax (PAYE Ref. 475/SA75351)	£91.20	Cheque No. 725	Accounts office Ref. 475PE00369213)			Cartwright Landscapes – for verge repairs	£570.00	Cheque No. 726	<b>Total</b>	<b>£2,756.17</b>		Allotment 1	£15.00	Allotment 2	£15.00	Allotments 3 &4	£30.00	Pavilion rent and utilities		Electricity	£206.92		£296.96	Water	£0.00	Rent	£150.00	<b>Total</b>	<b>£713.88</b>	<p><b>Clerk to action when statement is rec'd</b></p> <p><b>Clerk to raise cheques</b></p>
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