

THORNBOROUGH PARISH COUNCIL

MINUTES of MEETING

Monday 12th September 2011 at 7.30p.m.

Present: Cllr. Mark Cole (Chair); Cllr. Melanie Staff; Cllr. Charlotte Moore, Cllr. Andy Spurr; Maggie Beach (Clerk)

Public: Rupert Bursell, Stuart Mitchell

Item	Minute	ACTION
1	<p>Fixed Business: AVDC Planning – consultation for Local plan, Roger Newell, AVDC planning Officer: Roger Newell presented the following information: SE Plan still in existence but coming to an end. There are various options for councils to take.</p> <ul style="list-style-type: none"> • Neighbourhood Plan – this is costly (about £20,000) and is more concerned with major housing and business development. Requires local consultation. • AVDC has 4 questions it would like answered before the end of the year. (Attached as Appendix 1). • We should include any comments we have however small, and also about other local development such as in Buckingham. • AVDC is producing a set of generic policies for rural villages like us. • Messages are meant to be coming from the ‘bottom’ up, so it is important that we re-visit our Parish Plan every 2 -3 years and keep it up-to-date. • Parish Plans have no legal basis but can be referred to and used in certain planning situations. • AVDC has produced a fact pack for our parish, copies given out and more copies to be sent. • Our conservation area is due for review in the next two years. Open spaces can now be included in conservation areas. • There is an event planned in the near future about growth in Aylesbury. 	<p>Roger Newell to send more copies of the fact pack to us.</p>
2	<p>Apologies: Cllr Mary Taylor, Cllr Ray Goodger</p>	
3	<p>Declaration of interest in items on the agenda – none</p>	
4	<p>Public Participation session: No issues raised.</p>	
5	<p>Minutes of the meeting of 8th August 2011 Agreed as a correct record of the meeting. Clerk can now send a copy of the minutes as requested to Samuel Dix, Buckingham Planning Officer.</p>	<p>Clerk to action</p>
6	<p>Review of Action Points 2 Invite AVDC Local Planning – done 5 Public Participation session: change order on the agenda - done 6 Minutes of the meeting of 11th July 2011 Appendix 1 added. 7 Playground - proposal re. entrance agreed, decision communicated 8 Electoral boundaries review on agenda 9 Affordable Housing – on agenda 10 TPC Councillor vacancies to co-opt – on agenda</p>	

	<p>11 Sports Field both clubs to have a year rent free. Letters sent 12 Street Lighting update – on agenda 14 Village Hall update MB has put herself forward to be a trustee, next Village Hall meeting will be June 2012 when this will be confirmed.. Notice board – on agenda 15 Ducks – Clerk updated, eggs hatched but no sign of duck and ducklings. Agreed they will have gone up-stream. Letter sent to Stuart Clarke re. permission to remove the pike - done 16 Planning: All responses to AVDC sent. The chair had also responded to Sir Beville Stanier as requested and also to 5 other councillors re <u>Ref.11/01450/APP</u> 17 Finances: cheque sent as agreed 19 Correspondence: notices displayed as decided</p>	
7	<p>TPC Councillor vacancies To co-opt His Honour, Rupert Bursell QC on to Thornborough Parish Council. Proposed-Cllr CM, Seconded Cllr. MS Passed unanimously. Rupert Bursell co-opted</p>	
8	<p>Street Lighting Clerk gave a brief history gleaned from the minutes (attached as Appendix 2) of Street Lighting, and a further update since last meeting. E-on have now produced an up-to-date lighting schedule of all lights in the village. We need to decide which ones we want to have on. The Thornhill Lighting survey response indicates that the majority of residents want some lighting. (Appendix 3) Councillors agreed to walk around Thornhill to look at lighting and make a decision about which lights to leave on. Also noted that there are now no lights on Nash Road which is a possible danger spot. Affordable Housing project may have to include street lighting. We could ask for a light at the junction of Nash Road and the housing road. This would help alleviate the lack of lighting on Nash Road. Also noted that we have £10,000 reserves for lighting currently in the budget and possible another £6,000 if we agree the financial plan to be presented in a later item (NB This was agreed under item 17a) - agreed that footpath lighting to be put on hold . Agreed that we keep Street Lighting as a recurring agenda item.</p>	<p>Clerk to send a copy of the current lighting schedule to Cllr AS</p> <p>Councillors to arrange to walk Thornhill after dark to look at lighting.</p>
9 and 10	<p>Thornborough Web site and TPC e-mail address (Taken together). Clerk has investigated and discovered that the contract with the server has finished. Nick Thomas at Grid24 originally set up the web site and e-mail address. He can offer space on their new server and has a back up copy (May 2011) of the web site. This will cost £60 + VAT a year. Agreed to ask Grid24 to do this and to invoice us. Also agreed that we need to re-vitalise the web site. Stuart Mitchell's offer to help Clerk with this gratefully accepted.</p>	<p>Clerk to contact Grid24 and action.</p>
11	<p>Review of Polling arrangements AVDC has let us know that after the recent consultation the polling arrangements for the parish of Thornborough will remain the same as before, in the village hall.</p>	

12	<p>Electoral boundaries review</p> <p>The Clerk has responded to the consultation as TPC requested and has received an acknowledgement from the Local Government Boundary Commission for England. After the end of this stage of the review, 10 October 2011, full copies of all representations received will be made available for public inspection at their offices (by appointment), and at those of BCC. Full copies of all submissions will also be available for viewing on the Commission's website, at www.lgbce.org.uk.</p> <p>They will remove all personal identifiers of individuals, but not names. If we want names removed we need to let them know. They will contact us again at the end of this stage of consultation. The Commission's final recommendations for Buckinghamshire will be published at the beginning of 2012. Updates will be published on their website, www.lgbce.org.uk.</p>	
13	<p>Affordable Housing –</p> <ul style="list-style-type: none"> • Cllrs. MC and AS due to attend a meeting this week with AVDC to discuss process for deciding who will be offered affordable housing from the waiting list. • Street name– Orchard Close - submitted to AVDC and Guinness Trust and agreed for public consultation. The name will now be displayed on development for locals to send comments. • Lighting for affordable housing dealt with under item 8 	
14	<p>Village Hall Notice-boards Deferred till next meeting</p>	<p>Clerk to put on next agenda</p>
15	<p>Community Shop –</p> <p>Cllr MC brought this to the meeting for discussion after inspecting the new Community Shop in North Marston. After discussion TPC decided not to take this forward as we do not have any space where we could put a shop of the sort that North Marston has, also we are too near Buckingham for us to feel that this would be successful, it is too easy to go to there to shop.</p>	
16	<p>Planning:</p> <ol style="list-style-type: none"> a) <u>Ref11/01793/APP</u> Application to extend the time limit of application 08/01795/APP Spindles, Bridge Street, Thornborough. MK18 2DW – NO COMMENT b) <u>Ref. 11/01736/APP</u> Erection of gate piers and gates and resurface drive, The Old Manor, High Street, Thornborough Buckinghamshire MK18 2DF – NO COMMENT c) Minor alterations to previous applications noted d) Bulletins and updates noted 	<p>Clerk to send responses</p> <p>.</p>
17	<p>Finances:</p> <ol style="list-style-type: none"> a) Budget for financial year 2011-12 –discussion of general items and in particular: <ol style="list-style-type: none"> i. Grass cutting - quote discussed and agreed for inclusion in Financial Plan ii. Allotments – Non-payment of allotments discussed and possible explanations sought. Clerk to investigate further then include in Financial Plan. <p>Proposal to accept Financial Plan Proposer Cllr.AS Secunder Cllr. CM Passed unanimously, Financial Plan agreed.</p> 	<p>Clerk to accept quote</p> <p>Clerk to action</p>

	<p>b) Bank Reconciliation accepted</p> <p>Cash Book Receipts</p> <table border="0"> <tr> <td>Opening Balance at 31/3/11 -</td> <td style="text-align: right;">£20,467.02</td> </tr> <tr> <td>Add Receipts</td> <td style="text-align: right;">£8,817.04</td> </tr> <tr> <td>Less Payments</td> <td style="text-align: right;">£3,163.55</td> </tr> <tr> <td>Closing Balance as per cash book</td> <td style="text-align: right;">£26,120.51</td> </tr> <tr> <td>Diff:</td> <td style="text-align: right;">0.00</td> </tr> </table> <p>c) Bank Accounts – finally we have all the forms completed, clerk to take to bank this week</p> <p>d) Annual Audit – TPC discussed the following further documents for the audit to be submitted this week:</p> <ol style="list-style-type: none"> i. Thornborough Parish Council Fixed Assets – agreed ii. Thornborough Parish Council Statement of Accounts 2010/11 – agreed, but clerk to check that the Children’s Playground is covered by Public Liability or insurance. iii. Governance and Management Risk Register – this needs to be updated at a future meeting iv. Thornborough Parish Council Financial Regulations – Proposal to accept Financial Regulations Proposer Cllr.MS Seconder Cllr. AS Passed unanimously, Financial Regulations agreed v. Thornborough Parish Council Standing Orders – Proposal to accept Standing Orders and update at a future meeting Proposer Cllr.MS Seconder Cllr. AS Passed unanimously, to use the current Standing Orders in the interim until updated at a future meeting. <p>Cheques:</p> <ol style="list-style-type: none"> e) Parish Election bill £113.00 f) E-on £46-46 g) North Bucks Planning Consortium £20 All agreed h) AVDC Project Grant – Funding available noted i) Tackling crime fund - noted 	Opening Balance at 31/3/11 -	£20,467.02	Add Receipts	£8,817.04	Less Payments	£3,163.55	Closing Balance as per cash book	£26,120.51	Diff:	0.00	<p>Clerk to take to bank</p> <p>Clerk to use this documentation and submit to auditors</p> <p>Clerk to check re liability and children’s playground</p> <p>Clerk to raise cheques.</p>
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18	<p>Councillors’ Issues: None</p>											
19	<p>Correspondence:</p> <ol style="list-style-type: none"> j) Localising Support for Council Tax in England - NALC k) Toolkit from AVDC for setting up events at the time of 2012 Olympics l) New support for Community Planning Groups and Community Building Management m) Invitation to AVALC workshop – 22nd September Thursday 22nd, September 2011 at Winslow Bowling Club, The Spinney, Elmfields Gate, Winslow, MK18 3JA. at 8.00pm - ‘OBTAINING GRANTS AND LOANS’ n) Older people’s day at the library o) Enter the Pride of Bucks Awards - Win £100 p) Re-activate Bucks q) Women’s Leadership Course r) Village SOS s) Voluntary Sector Training t) REPEAT - Temporary Prohibition of Through Traffic Order 2011 Nash Rd., 13th September for two days 	<p>Clerk to display notices were appropriate</p>										

	All Noted	
20	<p>A.O.B.</p> <ol style="list-style-type: none"> 1. Colmar hedge needs trimming on the bend going up the hill out of the village. 2. Hole between footpath and pond – still not been dealt with by highways 3. Bye-laws Committee to be set up at next meeting. RB and AS to be members, Clerk to minute. 4. For information - Brightmoor Farm (Mr Willis's property) has been broken into twice in the recent weeks 5. Minerals and Waste Core Strategy Consultation - noted 	<p>Clerk to send letter Clerk to chase up Clerk to put on October agenda and send model bye-laws to Cllr. RB</p>
21	<p>Date of next meeting; Monday 10th October 2011 7.30p.m. The meeting closed at 9.45 p.m.</p>	