

THORNBOROUGH PARISH COUNCIL

MINUTES of MEETING

Monday 13th January 2014 at 7.00p.m.

Present: Cllr Mark Cole (Chair), Cllr Andy Spurr, Cllr Charlotte Moore, Cllr Mary Taylor, Cllr Melanie Staff, Cllr Stuart Mitchell, Maggie Beach (Clerk)

Public: One member of the public was present for items 1 - 9

1	Apologies: Cllr Ray Goodger,	
2	Public Participation session: None The Chairman, on behalf of Thornborough Parish Councillors, expressed the Council's great regret at the recent death of parishioner Robert Saunders. Robert Saunders was a local man. He also served as a Chairman of Thornborough Parish Council.	
3	Declaration of interest in items on the agenda – none	
4	Minutes of the meeting of 9th December 2013- Agreed	
5	<p>Review of Action Points</p> <p>Action Point from TPC meeting 14.10.13 Item 10. Benches –TPC will organise the movement of their bins. Cllr AS still to get a quote for the work.</p> <p>Allotments – update The work on the allotments has still not been done because of the state of the ground.</p> <p>Meeting 9th December Action points</p> <p>Item 6 Christmas Tree – all letters sent.</p> <p>Item 7 Thornborough Community Woodland - Lease. – on agenda.</p> <p>Item 8 Road issues. – all on agenda.</p> <p>Item 9 Street Lighting. – on agenda.</p> <p>Item 10 Broadband. – on agenda.</p> <p>Item 11 - LAF Meeting - 25th November 2013 Letter concerning traffic accident figures on A421 sent to Simon Dudley at TfB but no response received as yet. The Clerk will continue to chase this up.</p> <p>Item 14 Response to BCC's Questionnaire about local youth involvement – response sent.</p> <p>Item 15 Clerk's Contract – on agenda.</p> <p>Item 16 Planning: All responses to planning applications sent.</p> <p>d) Bulletins and other updates - i. Delegated Powers review - response sent.</p> <p>Item 17 Finances:</p> <p>b) Budget for 2014-15 – finalised.</p> <p>c) Precept request–Sent and confirmed received.</p> <p>f).Section 106 funding for Playground – on agenda.</p> <p>h) Payments – all sent.</p> <p>Bank Account £8,500 has been moved from the Reserve Account into the Current Account.</p> <p>Item 18 A.O.B. other correspondence and any other Councillors' Issues</p> <p>i. WW1 centenary. - Bernard Garbe invited to January meeting.</p>	<p>Cllr AS to get a quote.</p> <p>Cllr AS to continue to action</p> <p>Clerk to continue to chase up letter to TfB</p>
6	<p>1914-1918 Centenary Events for Thornborough –Bernard Garbe Bernard Garbe attended the meeting to present and discuss various ideas for commemoration events for WW1. TPC will support planned events with publicity through Thornborough News and on the Thornborough Parish website. It was agreed that this should be an item on the next agenda and that Bernard Garbe will write something for both the web site and Thornborough News to publicise the idea.</p>	<p>Bernard Garbe to action.</p> <p>Clerk to put on Feb. Agenda</p>
7	Parish Councils as Community Anchor organisations ACRE (Village Hall)	
8	<p>Post Office funding- Bernard Garbe These two items were discussed together. Bernard Garbe explained that the Village Hall funding was an issue as there</p>	

	<p>are not enough lettings for the Village Hall to remain economically healthy and in a state of repair. The Village Hall is funded through lettings and also through the 49 Club lottery which brings in about £2,000 a year. The income is static. The Village Hall funds are decreasing and there is no longer any emergency contingency funding. Recently everything that the Village Hall Committee has asked for funding from TPC has been turned down.</p> <p>A weekly mobile Post Office in the Village Hall was set up in November 2009. Swanbourne Post Office has a contract with the Village Hall Committee to run the mobile Post Office. Funding from TPC was initially asked for the Post Office when it was set up and £500 was given in Dec 2009 and again in April 2012. It has not been given this financial year as TPC have been reviewing the Post Office use. It would be better for the Village Hall if TPC funding and funding for the Post Office could be separate issues. If TPC could commit to a regular annual funding this would ensure the Village Hall Trust was safe.</p> <p>It was agreed that funding for the Village Hall would be looked at in general at the next meeting. The Village Hall Committee had asked for £500 towards the cost of the Post Office in September 2013. The decision to review funding for the Post Office in six months time at the March TPC meeting will stand.</p>	<p>Clerk to put Village Hall funding on Feb. Agenda</p> <p>Clerk to put Village Hall Post Office as an item on March agenda.</p>
9	<p>EU VAT Rules for Public Sector Bodies (such as Village Halls) Consultation</p> <p>This item is also listed under Finance, but was included at this time too for information for Bernard Garbe, Chairman of the Village Hall Trust as it was relevant to the Trust.</p> <p>There is currently an EU wide consultation on VAT. The concept of recoverability of non-business VAT is under scrutiny. VAT recovery could be done away with altogether, or it could be extended to small businesses, organisations and charities. This could affect Village Halls, Sports Pavilions, Community Centres and such organisations managed by or for parish councils. The Consultation was noted.</p>	
10	<p>Thornborough Community Woodland - Lease</p> <ul style="list-style-type: none"> • Cllr MT reported that she had had a meeting with Tania Pepin. Setting up a trust was discussed. John Pepin will be able to advise TPC. It was agreed to set up a meeting with him. Once a Trust is established, Trustees will be appointed and applications for Council Tax exemption can be made. The meeting determined that: <ul style="list-style-type: none"> - A bank account needs to be opened for Thornborough Community Woodland. - A funding committee needs to be set up. - Trustees need to be appointed. <p>Cllr MT will report back on progress at the next TPC meeting on the meeting with John Pepin.</p> <ul style="list-style-type: none"> • The information leaflet has been written and printed and will be circulated to every household in the parish in the next few days. 	<p>Cllr MT to arrange a meeting with John Pepin.</p> <p>Cllrs MC, SM and MT to distribute leaflets.</p>
11	<p>Road issues</p> <ul style="list-style-type: none"> - Current Road Closures: no new closure notices received. - Report on walk round: The walk round the village finally took place with Cllr RG, Cllr MS and David Smith, our Local Area Technician, to look at pot holes and other issues on 8th January. Cllr MS reported. The walk covered the entire village and all roads in and out of the village were discussed. Issues of concern for TPC were raised and various possible solutions discussed and agreed. Her report with agreed additions is attached as Appendix 1. The Clerk will send the report to David Smith and ask that he confirms the decisions. - Salt bins: The Clerk once again reminded TPC that the salt bin at the Lone Tree still needs to be moved onto the road into the village from the Lone Tree as decided in previous meetings a year ago. Cllr AS to action. Agreed Cllr MC to ask the LAF for funding for a further 2 Salt bins. The Clerk will check current prices. 	<p>Clerk to send report to David Smith.</p> <p>Cllr AS to action the moving of the salt bin</p> <p>Cllr MC to ask LAF for funding for 2 salt bins</p>

	<ul style="list-style-type: none"> - New LAT structure for information. Cllrs discussed the new structure and expressed dismay that the area covered by our LAT team is so large and also has one of the worst histories in the county for road issues such as pot holes. The Clerk to inform Simon Dudley of TPC's dismay. - New LAF proposals for information. (Many of the proposals are for road related issues). Noted. - Ownership of Spring Lane: This is in hand. - AVTUG meeting: Minutes of the last meeting on 3rd December were noted. - The Clerk has not received a reply to the letter sent to Simon Dudley about road accident figures at the Lone Tree junction on A421. The Clerk will chase this up. 	<p>Clerk to respond re. new LAT structure Clerk to continue to progress. Clerk to chase up a response.</p>
12	<p>Street Lighting - update</p> <ul style="list-style-type: none"> - The Clerk has now received the quotation for new lights for Nash Road and for Thornhill. After discussion it was proposed by Cllr MS, seconded by Cllr AS that TPC would commission two new lights, one at the Nash Road end of Thornhill, and one outside Nos. 13 or 14 Nash Road. Agreed unanimously. Agreed not to commission a light outside Nos. 2 or 4 as a light on the corner of Thornhill and Nash Road would cover this area. - The upgraded lights are still not turning off throughout the night; the timers are still not working. Clerk will follow this up. 	<p>Clerk to commission new lights as detailed.</p> <p>Clerk to continue to follow up</p>
13	<p>Broadband.</p> <p>Cllr SM reported current information he now has about the fibre-optic cable into the school. He has been unable to get a response to ascertain who actually owns the cable. However, Openreach now say that there will be a fibre-optic cable into the village by Autumn 2014.</p>	<p>Cllr SM to continue to progress.</p>
14	<p>DfT Parking Consultation</p> <p>Although paying for parking is not an issue in Thornborough, the cost of parking in Buckingham is relevant for parishioners. As there is no regular public transport parishioners are forced to use their cars for shopping and accessing other services such as doctors and dentists in Buckingham. Agreed that Cllr MC would respond to the consultation and make this point.</p>	<p>Cllr MC to respond</p>
15	<p>Parish Liaison Meeting notes- 17 October 2013. – Noted.</p>	
16	<p>Clerk's Contract</p> <p>The Clerk reported that it would be good practise to use the contract example from BALC as this was the basic template for Parish Clerk contracts. It will not commit TPC to extra expense. Proposed Cllr CM, seconded Cllr MS that this should be the contract TPC will use. Agreed unanimously. The contract will be signed by the Chairman on behalf of the council.</p>	<p>Chairman and Clerk to sign contract.</p>
17	<p>Planning:</p> <p>a) Bulletins and other updates – noted.</p> <p>i. Winslow Neighbourhood Plan (and Vale of Aylesbury Plan) documents noted in the light of the Vale of Aylesbury Plan. The Minister's Inspector has rejected the draft Vale of Aylesbury Plan saying it did not stand up to scrutiny, questioning the level of housing and jobs planned, and whether AVDC had worked closely enough with neighbouring authorities. AVDC has been working on the plan for three years at a cost of hundreds of thousands of pounds. Lew Monger is calling for the immediate resignations of AVDC chief executive and strategic development cabinet member Carole Paternoster. The concern is that with no district plan, there is nothing to regulate new building. Thornborough has a Parish Plan (2007, currently being updated) but no Neighbourhood Plan as there is a considerable financial and time cost in the process of producing one.</p> <p>ii. With reference to land next to Sunnybrook Cottage, High Street, Thornborough, the Clerk requested information from AVDC about why the enforcement to demolish the building, remove the foundations and restore the land was never carried out by AVDC. AVDC responded that they had no information about this issue. In August 2013 the Clerk then</p>	<p>Clerk to send a FOI request</p>

	<p>sent AVDC information received from Cllr MS concerning the appeal by Mr Watts against a decision by AVDC of 1st July 1991 The original decision by AVDC was upheld. The Planning Inspectorate reference was APP/C/91/J0405/613199/P6, the council's reference was CON/23/85. AVDC reported that they had found the file in August on receipt of the Clerk's e-mail and were looking into the case. However although subsequent e-mail requests for an update have had the response that AVDC are still looking into this matter there has been no information forthcoming. Agreed to send in a Freedom of Information request for all documentation relating to this property and the appeal heard by the Planning Inspectorate.</p>	<p>concerning this matter to AVDC</p>																											
<p>18</p>	<p>Finances: a) Bank Reconciliation – December 2013. Current Account £15,109.75 Reserve Account £11,656.11 Current liabilities: £9,486.35 Current Unbanked cash; £0 Total £17,279.51 b) VAT Rules for Public Sector - discussed and noted under item 9. TPC agreed that the Clerk should express TPC's opinion that the second option of extending VAT would be the preferred one. c). Section 106 funding for Playground The clerk has sent in the completed Section 106 form requesting a refund for the total amount before VAT (£6,956.00) of the upgrade of the playground but has received a request from Aylesbury Vale District Council for photographs of the equipment and information about the upgrade. Cllr MC offered to take the photos, the Clerk will then reply to AVDC. d) Payments Cheques</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">E-on (unmetered supplies) (Local Govt. Act 1972 s.214)</td> <td style="width: 20%; text-align: right;">£23.68</td> <td style="width: 20%;">Cheque No. 512</td> </tr> <tr> <td>AVDC Dog waste services</td> <td style="text-align: right;">£295.00</td> <td>Cheque No. 513</td> </tr> <tr> <td>Citizen's Advice Bureau Donation – Section 137</td> <td style="text-align: right;">£100.00</td> <td>Cheque No. 516</td> </tr> <tr> <td>Mrs Warner for duck food</td> <td style="text-align: right;">£20.10</td> <td>Cheque No. 514</td> </tr> <tr> <td>Clerk's Salary cheques - January</td> <td style="text-align: right;">£356.93</td> <td>Cheque No. 515</td> </tr> <tr> <td>HMRC - Clerk's Income Tax (PAYE Ref. 475/SA75351 Accounts office Ref. 475PE00369213)</td> <td style="text-align: right;">£89.40</td> <td>Cheque No. 516</td> </tr> <tr> <td>Community Impact Bucks</td> <td></td> <td></td> </tr> <tr> <td>For attendance at Trustees Forum</td> <td style="text-align: right;">£7.00</td> <td>Cheque No 518</td> </tr> <tr> <td>Andy Spurr for Printing</td> <td style="text-align: right;">£27.00</td> <td>Cheque No 519</td> </tr> </table> <p>Direct Debits Anglian Water still in credit Now assessed at £150.48 for the next 12 months with current credit standing at £40.01 and then a Monthly Direct Debit of £9 per month. <p style="text-align: center;">Total £839.11</p> e) Receipts - Allotment Rent from S. Kenyon £7.00 HMRC VAT Refund £1,179.49 <p style="text-align: center;">Total £1,186.49</p> The Clerk has received letters of thanks from Rev. Gussie Walsh and also from the Church warden thanking TPC for the donation of £500 towards churchyard maintenance.</p>	E-on (unmetered supplies) (Local Govt. Act 1972 s.214)	£23.68	Cheque No. 512	AVDC Dog waste services	£295.00	Cheque No. 513	Citizen's Advice Bureau Donation – Section 137	£100.00	Cheque No. 516	Mrs Warner for duck food	£20.10	Cheque No. 514	Clerk's Salary cheques - January	£356.93	Cheque No. 515	HMRC - Clerk's Income Tax (PAYE Ref. 475/SA75351 Accounts office Ref. 475PE00369213)	£89.40	Cheque No. 516	Community Impact Bucks			For attendance at Trustees Forum	£7.00	Cheque No 518	Andy Spurr for Printing	£27.00	Cheque No 519	<p>Clerk to action</p> <p>Cllr MC to take photos of the equipment. Clerk to respond to AVDC's request for more information.</p> <p>Clerk to raise cheques</p>
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<p>18</p>	<p>A.O.B. other correspondence and any other Councillors' Issues Correspondence i. Buckingham Canal Society Cheese & Wine Social Evening/AGM, 1.2.14 Buckingham Community Centre, Cornwall's Meadow, Buckingham MK18 1RP (illustrated talk Buckingham Canal: Building Tomorrow's Heritage).</p>																												

	<ul style="list-style-type: none"> ii. Royal Garden Party - 3 June 2014 ii. NHS asks for winter friends v. Mobility scooter consultation v. Funding & volunteering advice surgery -23rd January, Winslow, also 27th February in Aylesbury. i. Pop up job clubs i. Xchange Bucks ii. Aging Well, Buckingham <p style="text-align: right;">All noted</p> <ul style="list-style-type: none"> x. Next NBPPC meeting – 22nd January – Documents received with the agenda are the Draft Statement of Community Involvement, September 2013 and Rural Priorities Statement September 2013. Cllr MC to attend. <p>A.O.B.</p> <ul style="list-style-type: none"> ii. Cllr CM raised the issue of a tree in the churchyard that needs pruning as it is growing across power lines. In this case planning permission to prune will not be needed. iii. Cllr CM asked if the grass-creting could be extended onto the corner next to the currently grass-creted area outside the church and village hall entrance. Agreed that concreting would probably be a better solution. iv. Cllr CM raised the issue of the pond and suggested extending the pond by digging it out to the footpath to re-create the way the pond was in old photos of the village. This would be a help in flooding management. v. Cllr AS raised a concern about a missing manhole cover and a warning cone on the A421 which could cause an accident. Clerk will report this. vi. The Clerk has received late correspondence about Lunch Clubs which she will re-direct to the Chapel. 	<p>Clerk to put the pond on the February agenda</p> <p>Clerk to report missing man-hole cover.</p>
19	<p>Date of next meetings; 10th February 2014 at 7.00 The meeting closed at 9.12 p.m.</p>	

Appendix 1

Thornborough Parish Council – road issues - 8th January 2014

	Issue	Comments
1	<p>Various potholes throughout the village including the High Street outside the Old Manor and also Back Street,</p>	<p>The bad (cat. 1) potholes noted will be filled asap.</p> <p>Others will be done once funding is released in the Spring.</p> <p>High St. from A421 down past Lower End turn (& including that junction) will be completely resurfaced in the Spring.</p> <p>The hump along the middle of Back St by the Sports Field will be levelled.</p>
2	<p>Still flooding on the Nash Road by the Allotments.</p>	<p>The drainage pipe is to be checked.</p> <p>1 drainage channel has been dug by a resident and has helped. Another channel is to be created.</p> <p>The allotments 'triangle' could be dug out and</p>

		<p>used as a drainage area.</p> <p>NB This triangle is currently part of the allotments rented by Thornborough Parish Council from Buckinghamshire County Council. However we are currently in the process of returning the triangle to BCC so TfB would need to negotiate with the appropriate department in BCC with regards to the digging out of the triangle.</p>
3	The 30m.p.h. limit ended sign on the right hand side of the road leaving the village is obscured by trees.	General clearing of obstruction of signs to be attended to.
	The Thornborough village direction sign at the Leckhampstead road into Lower End on the A422 coming from Milton Keynes is missing.	<p>Noted.</p> <p>Please also note this further addition to the walk round issues: Leckhamstead Road – this road needs attention as there are potholes and failing sides to the road.</p>
5	Dancer's Graves crossroads remains a dangerous junction. There has been another accident there recently. A stop sign would make it a safer junction.	Noted.
6	Flooding in Bridge Street in area over brook.	As suggested by Andy and Stuart, a new culvert will be put in to drain the road into the brook. To be done in April.
7	Loose and dangerous kerbs in Lower End and Bridge Street.	To be done.
8	Deep pothole in High Street by Swandon, with what appears to be a water leakage coming from it.	To be investigated.
9	Erosion of banks and road edging in Back Street due to parking of vehicles.	Suggestion that we apply to LAF for partial funding of grasscreting.