

THORNBOROUGH PARISH COUNCIL

MINUTES of MEETING

Monday 11th May 2015 at 7.30p.m.

Present: Cllr Stuart Mitchell (Chair), Cllr Andy Spurr, Cllr Mary Taylor, Cllr Charlotte Moore, Cllr Ray Goodger, Maggie Beach (Clerk).

Public: 8 members of the public

1.	Apologies: Cllr Melanie Staff, AVDC Cllr Sir Billy Stanier	
2	Public Participation Session Residents had come for items on the agenda	
3	Declaration of interest in items on the agenda —none	
4	Minutes of the meeting of 13th April 2015 -Agreed	
5	<p>Review of Action Points 9th February meeting Item 10 Village Hall re screen and projector – on agenda Item 14 viii Dogs off leads on the playing field and Playground. The Clerk has bought 4 signs as directed.</p> <p>13th April meeting Item 6 Thornborough Community Woodland update- on agenda Item 7 Cricket Club request – the Clerk has responded to Thornborough Cricket Club by letter as directed. Thornborough Cricket Club is happy with the decision. Item 8 Playground Surface The Clerk is still researching surfaces and cost. Cllr AS has effected as necessary repairs at the Playground. Item 9 Road and Transport issues on agenda iv. Bridge Street issue – the Clerk has responded as directed to the parishioner who sent the e-mail. vi, The damaged footbridge on Thornborough footpath 11. The Clerk has reported this again. Item 10 Street Lighting - update The Clerk has publicised the policy and it is now on the web site. Item 11 Parish Plan - on agenda. The Clerk has amended the plan and circulated it as agreed at the last meeting. Item 12 Annual Open Meeting of the Parish. - on agenda Item 16 Planning: responses made. Item 17 Finances: b) Payments: all cheques sent. d) Clerk’s IT software- in hand e) Grounds Maintenance quotation for 2015 work - quote accepted</p>	
6	<p>Village Hall and Projection system Bernard Garbe, the Chairman of the Village Hall Committee, attended the meeting to discuss this issue. Various benefits of installing the donated equipment into the Village Hall and also any problems this might cause and were discussed Agreed that BG would take the issue to the next meeting of the Village Hall Committee and report back to TPC on the outcome.</p>	
Cllr MT left the meeting at 7.50 p.m.		
7	<p>Thornborough Community Woodland update- i. Transfer of lease and Charitable status – The Clerk has left messages for Samantha Perkins and will continue to try to contact her. UPDATE: BCC will assign the lease to Thornborough and Coombs Woodlands Enterprise Trust as soon as Trust status is granted and demonstrated to BCC.</p>	

	<p>ii. Update from Thornborough and Coombs Community Woodlands Committee Cllr AS reported that the meeting on Saturday 9th May had been well attended and a success. Work was in hand.</p> <p>iii. The Clerk has been copied into an e-mail sent by a Coombs resident To Cllr Sir Beville Stanier about the letter and industrial waste problem that is being created by a neighbouring farm. This is in hand.</p>	
8	<p>Pre-school Members of the Pre-school and supporting members of the public came to discuss the Pre-school's future. There was representation from the Thornborough Cricket Club who also supports the Pre-school using the Pavilion in the week. BT gave a very concise summary of the current situation and the issues the Pre-school were facing. ES explained that the Pre-school committee would fund the various works that would need to be carried out on the Pavilion to make it Health and Safety compliant for the Pre-school in lieu of the first year's payment of rent. The pre-school have already completed a Risk Assessment which they have given TPC. An estimate of £3-4K was given. The Pre-school would pay for utilities. Concerns were expressed about safety in such a peripheral area of the village. It was agreed that CCTV could be installed to address this issue. Another issue is storage. There is no room in the current storage shed for anything else. Another smaller shed might be needed to store Pre-schools equipment. Agreed that TPC supports the Pre-school and would like to help keep it running. The arrangement that ES was suggesting would make the initial move of the Pre-school into the Pavilion cost neutral to TPC and would eventually bring some financial benefit to the council, although TPC would not want to make a large profit from the arrangement. An appropriate rent would need to be decided. The re-school currently pays just over £4,000 to BCC for their current location. Agreed that the Pre-school will inform parents that this is likely to happen and also initiate the process for Ofsted to assess the location as appropriate. Work can then be completed throughout the summer for the Pre-school to open in the autumn, 2015. Agreed to keep TPC informed through the Clerk.</p>	Pre-school Committee to action and keep Clerk informed
9	<p>Road and Transport issues i. Reported issues update- Clerk continues to chase up outstanding issues. ii. Closures – noted iii. Newsletter – none this month A Village Walk round with TfB has been booked for 1.00pm Thursday 28th May, meeting outside The Two Brewers.</p>	Nominated Cllrs to attend village walk round
10	<p>Parish Plan The Clerk has now circulated the updated plan minus photos which are still to be taken and inserted. The section on Thornborough and Coombs Community Woodlands will be written by the Thornborough and Coombs Community Woodlands Committee and inserted at a later date under the leisure section as 2.7 The Clerk will make a brief presentation on the updated Parish Plan at the Annual Open Meeting of the Parish on 18th May. The Plan will be available to download from the website within the next couple of months.</p>	Clerk to action
11	<p>Annual Open Meeting of the Parish. This will be held on 18th May at 7.00. Councillors will attend where possible, apologies received from Cllrs CM, MS and MT The meeting has been publicised with leaflets to houses and posters around the village. An agenda has been drawn up.</p>	
12	<p>Planning: <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</p>	Clerk to draft a response re. Brookfield and circulate

	<p>dwelling with attached garage (Class Q(a)) and in relation to design and external appearance of the building (Class Q(b)) – Thornborough Parish Council has spent some time prior to this application discussing the site which has had a long history. Agreed that TPC object strongly to this. Using filed material from previous discussions, the Clerk will draw up and circulate the draft text of reasons why Thornborough Parish Council objects to this application to Councillors before submitting a response to AVDC planning objecting to the application.</p> <p>b) <u>Ref. 15/01414/APP</u> - 5 Palmers Moor Thornborough MK18 2HP - Single storey rear extension. NO COMMENT</p> <p>c) Updates – none</p>	<p>for comment before submitting.</p> <p>Clerk to respond to Palmers Moor application. responses</p>																																					
17	<p>Finances:</p> <p>a) Bank Reconciliation – April 2015 Current Account £24852.12 Reserve Account £11,663.39 Current liabilities:£28.10 Total £36,515.41</p> <p>b) Payments:</p> <table border="0" style="width: 100%;"> <tr> <td>E-on (unmetered supplies)</td> <td style="text-align: right;">in credit</td> <td></td> </tr> <tr> <td>E-on Sports Field</td> <td style="text-align: right;">£35.81</td> <td style="text-align: right;">Cheque No, 613</td> </tr> <tr> <td>Cartwright Grounds Maintenance</td> <td style="text-align: right;">£2931.84</td> <td style="text-align: right;">Cheque No. 614</td> </tr> <tr> <td>AVDC Dog waste collection</td> <td style="text-align: right;">£298.98</td> <td style="text-align: right;">Cheque No. 615</td> </tr> <tr> <td>Dogs on Leads signs</td> <td style="text-align: right;">£16.80</td> <td style="text-align: right;">Cheque No. 616</td> </tr> <tr> <td>Reid and Co Payroll services</td> <td style="text-align: right;">£180.00</td> <td style="text-align: right;">Cheque No. 617</td> </tr> <tr> <td>Clerk’s Salary cheques – April</td> <td style="text-align: right;">£357.13</td> <td style="text-align: right;">Cheque No. 618</td> </tr> <tr> <td>HMRC - Clerk’s Income Tax</td> <td style="text-align: right;">£89.20</td> <td style="text-align: right;">Cheque No. 619</td> </tr> <tr> <td colspan="3">(PAYE Ref. 475/SA75351 Accounts office Ref. 475PE00369213)</td> </tr> <tr> <td>Rent for use of Clerk’s house as TPC office</td> <td style="text-align: right;">£500.00</td> <td style="text-align: right;">Cheque No. 620</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">£4,409.76</td> <td></td> </tr> </table> <p>c) Receipts</p> <table border="0" style="width: 100%;"> <tr> <td>Allotment rents</td> <td style="text-align: right;">£28</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">£28</td> </tr> </table> <p>d) Audit 2015 The Clerk has completed the Corporate Governance questionnaire. The Chairman signed it off. The Clerk will be bringing the audit form for approval to the next TPC meeting.</p>	E-on (unmetered supplies)	in credit		E-on Sports Field	£35.81	Cheque No, 613	Cartwright Grounds Maintenance	£2931.84	Cheque No. 614	AVDC Dog waste collection	£298.98	Cheque No. 615	Dogs on Leads signs	£16.80	Cheque No. 616	Reid and Co Payroll services	£180.00	Cheque No. 617	Clerk’s Salary cheques – April	£357.13	Cheque No. 618	HMRC - Clerk’s Income Tax	£89.20	Cheque No. 619	(PAYE Ref. 475/SA75351 Accounts office Ref. 475PE00369213)			Rent for use of Clerk’s house as TPC office	£500.00	Cheque No. 620	Total	£4,409.76		Allotment rents	£28	Total	£28	<p>Clerk to raise cheques</p>
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18	<p>A.O.B., other correspondence and any other Councillors’ Issues.</p> <ul style="list-style-type: none"> i. Armed Forces Day – Saturday 27th June 2015 ii. Fostering in Buckinghamshire iii. Thames Valley Air Ambulance 	<p style="text-align: right;">All noted</p>																																					
19	<p>Date of next meeting; 8th June 2015 The meeting closed at 9.10 p.m.</p>																																						