

Thornborough Parish Council (TPC)

Minutes of the Parish Council Meeting on Monday 16 March 2020

Present: Cllrs Steve Tribe (Chair); Emily Cooke; Carol Laurence; Charlotte Moore; Mary Taylor; Ray Goodger; Allen Williamson.

In Attendance: Alison Robinson (Clerk) and 2 members of the public.

1 Apologies

1.1 AVDC Cllr Sir Beville Stainer.

2 Public Participation Session

Covid-19 community response

2.1 The resident responsible for setting up the community response in Thornborough outlined the arrangements for helping the vulnerable and those in self-isolation.

2.2 TPC applauded the initiative and confirmed it would help in anyway it could.

Electricity supply for shed

2.3 The Chair of Thornborough Cricket Club explained the rationale behind the request for an electricity supply to the shed in advance of the subsequent discussion (minute 5.8) He said the first quote (£808.00) was much higher than expected, two further quotes were being arranged.

3 Declaration of Interest in Items on the Agenda

3.1 Cllr Williamson declared an interest under minute 9.3 as a nearby resident.

4 Minutes of the Previous Meeting

4.1 The minutes of the meeting on 17 February 2020 were **approved** and signed by the Chair as an accurate record.

5 Environment and Facilities

Allotments

5.1 TPC **noted** the annual fee had been increased from £100 to £125 and **resolved** to accept the 2020/21 BCC/BC licence.

Action: Clerk to take forward.

5.2 TPC **resolved** to approve the splitting of two plots comprising plot 5 and, subject to confirmation, plot 4.

5.3 TPC **resolved** to formally transfer plot 5 B to the person who had been maintaining it in recent years.

5.4 TPC **resolved** to allocate plot 5 A to the person on the waiting list.

Action: Clerk to take forward.

Sports Field and Pavillion

5.5 The Clerk reported AVDC had confirmed TPC could apply for the Thornton S106 funding of £10,078. With the TPC S106 funding of £6,244 there was potentially a total of £16,322 S102 funding for Pavillion project.

5.6 Cllr Taylor provided an oral report about the project to install a disable toilet, disabled parking and adequate changing room facilities.

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5.7 TPC **resolved**:

- (a) To proceed with seeking quotes from the 3 architectural technician who had expressed interest in the project to enable a recommendation to be made about which architectural technician should be appointed.
- (b) To consider the architectural technician appointment recommendation by email.
- (c) If possible to split the project so the boiler could be relocated during the spring half-term holiday.

5.8 The Chair reported the gap between the step and the door had been fixed and thanked Cllr Goodger for arranging the contractor.

5.9 TPC discussed the Cricket Club request for an electricity supply to shed and **resolved** not to approve the request because of lack of funds. It would be added to the list of possible future plans. The Cricket Club was asked to send the two quotes when received from the contractors to the Clerk. TPC undertook to work with the Cricket Club to apply for grant(s) or other appropriate funding if opportunities arose.

Action: Cricket Club to send the quotes to the Clerk when received. Cricket Club and TPC to follow up any suitable funding opportunities.

Playground

5.10 Cllr Goodger was thanked for installing the new playground sign.

5.11 The Chair and Cllr Goodger explained how the damage to the surface where the old fence posts were removed would be rectified.

Action: Cllr Goodger to progress the surface repairs once the weather improved.

5.12 The Chair undertook to refit the Q Code Info Board.

Action: Cllr Tribe to take forward.

5.13 Cllrs Cooke and Laurence had undertaken to arrange the monthly safety inspections.

Action: Cllrs Cooke and Laurence to ensure the completed inspection checklist was submitted to the Clerk each month.

Damage to Roadsides/Verges in Bridge Street, Back Street and High Street

5.14 The Clerk reported the damage after the February meeting and had recently received a response to the effect that the matter would be further investigated.

Village Streams and Rivers

5.15 The Transport for Bucks (TfB) structural team had recently inspected the culverts and bridges for which BCC was responsible. As there were currently no apparent obstructions, TfB had now confirmed no further action was required.

5.16 Cllr Goodger undertook to ensure the private riparian owners, who wanted help, received quotes from the professional contractor.

Action: Cllr Goodger to follow up and take forward.

5.17 TPC **resolved** that the lifebuoy should be located between the seat and the pond. The Chair said he had a suitable post which could be used.

Action: Cllr Cooke to arrange for a resident to install the life buoy.

Litter Pick

5.18 Cllr Williamson reported 23 volunteers had taken part in the litter pick. Although c60 rubbish bags were filled, there was still a lot of uncollected litter. The Clerk confirmed she had reported the large items as fly tipping. TPC discussed arranging another litter pick in the next few weeks and resolved that TPC should have its own litter picking equipment – 10 x hi-viz vest, gloves and litter pickers.

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Action: Cllr Williamson to suggest another suitable date. Cllr Laurence to ask the Fundraising Group if it was able to contribute towards the cost of the litter picking equipment. Clerk to contact AVDC because the filled rubbish bags had not been collected as arranged.

The Vale of Aylesbury Housing Trust Garages

- 5.19 Cllr Laurence talked about the response a resident had received when s/he enquired about renting one of the garages. TPC **resolved** to ask the Clerk to write to the Vale of Aylesbury Housing Trust.

Action: Clerk to take forward.

Streetlighting

- 5.20 TPC **resolved**, by a majority vote, to install a streetlight by the village pond on health and safety grounds. The matter would be taken forward once there was an outcome from match funding application submitted last autumn.

Neighbourhood Watch

- 5.21 The Chair reported the Neighbourhood Watch Group was going from strength to strength. Arrangements were underway for a Community Police Officer to attend a public meeting.

Action: Clerk to prepare a report for BCC Cllr Whyte which confirmed the grant had been spent and again thanked him for his support.

6 TPC Website

- 6.1 Cllr Laurence said the 'new' website would look identical to the current website. She asked Cllrs Cooke and Goodger to respond to their invitations to join the new e-voice website. Cllr Laurence suggested decisions could be made later about how best to overcome the complexity of maintaining the website and how the visual appearance of it might be improved. The Chair thanked Cllr Laurence.

Action: Cllr Laurence to take forward.

7 Buckinghamshire County Council (BCC); Aylesbury Vale District Council (AVDC) and the New Unitary Authority - Buckinghamshire Council

- 7.1 Discussions were currently taking place to determine what should happen in view of the postpone of the new unitary authority elections.

Action: Clerk to circulate principle authority updates when received.

8 Elections 7 May 2020

- 8.1 The Government had postponed all local elections until May 2021 in response to the coronavirus (COVID-19) pandemic.

9 Planning

New Planning Applications

- 9.1 No new planning applications had been received since the previous meeting.

Ongoing Planning Matters

- 9.2 TPC **noted** the information provided in the planning log document.

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Other Planning Matters of Relevance to TPC.

- 9.3 TPC **noted** the letter received from a resident in support of the application to remove a willow and apple tree from I Chapel Lane (20/00936/ATC) and **resolved** to fully support the application¹.

Action: Clerk to respond on behalf of TPC.

10 Financial Matters

New Electricity Provider for the Pavilion

- 10.1 TPC **resolved** to appoint Bulb for Business when the current npower contract ended on 27 April 2020.

Action: Clerk to take forward.

2020/1 Grass Cutting Quote

- 10.2 TPC **resolved** to accept the quote from Cartwright Landscapes, with exception of the cutting of the rough grass outside of the playground. TPC also **resolved** to go out to tender in the autumn for the 2021 grass cutting season. Cllrs Cooke and Taylor undertook to monitor the 2020 grass cutting to better inform the tender process.

Action: Clerk to take forward and ask Cartwright Landscapes to let her know when the first cut was going to take place so Cllrs Cooke and Taylor could be informed.

Citizens Advice Aylesbury Vale

- 10.3 TPC discussed the letter from Citizens Advice Aylesbury Vale and **resolved** that it was not in a financial position to provide a donation.

Action: Clerk to respond on behalf of TPC.

The Current Financial Position

- 10.4 Bank statements as at 28.2.20:

Current Account	£4,276.14
Reserve Account	£12,200
Net bank balance	£16,476.55

Payments for Authorisation and Monies received

- 10.5 TPC **resolved** to approve the following payments for authorisation:

E.on	Streetlighting	£30.77
Cartwright Landscapes	Playing field hedges and trees	£348.00
Cartwright Landscapes	2019 grounds maintenance	£3,104.64
	2019 cricket	£1,216.80
Red Elm Construction Ltd	Pavilion door repair	£174.00
BMKALC	Web training, Cllr Laurence	£41.55
Alison Robinson	February salary	£466.84
HMRC	February PAYE	£116.60
Alison Robinson	Finance training reimbursement	£70.66
Alison Robinson	Home working allowance 2019	£417.00
Alison Robinson	Expenses (mileage and £2 heating)	£41.05
Alison Robinson	NHW Signs and Badges	£91.67
Alison Robinson	Printer paper reimbursement	£5.99
Total		£6,125.57

¹ Post meeting note – AVDC has clarified parish councils are not a statutory consultee for tree removal applications, hence TPC was not consulted and the application is not in the consultee in-tray. TPC's support has been submitted via the planning portal.

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10.6 TPC **resolved** to approve the transfer of £3,000 from the reserve to cover the current account shortfall. The reserve would be repaid once the first 2020/1 precept instalment is received in April.

10.7 TPC **noted** the Village Hall rent for the period 1 April 2019 – 31 March 2021 (£2.00) had been received.

Action: Clerk to take forward all finance related matters.

11 VE Day 75th Anniversary

11.1 Following consultation with the Chair of the Organising Committee the next morning(17.3.20) the VE Day 75th Anniversary Celebration Event was cancelled.

12 Current and Ongoing Activities

12.1 The spreadsheet would be updated to delete the things that had now been completed and add the new matters.

Action: Clerk to update the spreadsheet.

13 Urgent Matters for Reporting and/or the Next Agenda

13.1 Retaining the branch in the pond for the ducks or the provision of a duck platform would be added to the agenda for the next meeting.

Action: Clerk to take forward.

14 Date of Next Meeting

14.1 Monday 20 April 2020 at 7 pm in the Village Hall.

Meeting closed at: 8.55 pm

Chair's signature

Date: