

Thornborough Parish Council (TPC)

Minutes of the Parish Council Remote Meeting on Thursday 15 October 2020

Present: Cllrs Steve Tribe (Chair); Ray Goodger; Carol Laurence; Charlotte Moore; Mary Taylor; Allen Williamson; Buckinghamshire Council Cllrs Sir Beville Stanier (items 1-4 and 9); Warren Whyte (items 1-3 and 9).

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

1 Apologies

1.1 Cllr Emily Cooke.

2 Declaration of Interest in Items on the Agenda

2.1 No declarations of interest were made.

3 Minutes of the Previous Meeting

3.1 The minutes of the meeting on 21 September 2020 were **approved** as an accurate record.

4 Public Participation Session

Pre School Merry Market on The Green (5.12.20 TBC)

4.1 The Chair of the Pre School explained the financial challenges created by Covid and requested permission to hold the Merry Market fundraiser on The Green.

Action: Clerk to take forward.

Thornborough Cricket Club (TCC)

4.2 The Chair of TCC talked about the challenges faced this year, and the implications of the shortage of senior players. He said at this stage TCC was able to survive financially for another year and then talked about the grass cutting during the season next year.

5 Planning

5.1 TPC **noted** were no new planning applications for consideration.

5.2 TPC **noted** the report about ongoing planning matters. The Clerk apologised because 20/01749/APP had been omitted from the log in error.

Post meeting note: as at 17.10.20 Decision Awaited.

5.3 The Chair drew attention to the recently circulated changed Call In Process for Members and Parishes. Under the changed process, parish councils could no longer refer planning applications to committee and instead must ask a Buckinghamshire Councillor to do so.

Action: Clerk and Chair to ensure in future the new arrangement was implemented for major planning applications.

6 Finance

Finance Group Proposal

6.1 The Chair said he welcomed the proposal to establish a Finance Group to advise TPC and provide a more robust approach.

6.2 TPC **resolved** to approve the appointment of a Finance Group in accordance with the draft remit and mode of operation (Finance Report Appendix).

6.3 The Finance Group would be chaired by the Clerk as RFO. TPC **resolved** to approve the appointment of Cllrs Taylor, Tribe and Williamson to its membership.

Action: Clerk to take forward.

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6.4 TPC **resolved** to approve the following payments:

Thornborough Parish Council Cash Book 1.9.20 - 30.9.20				
Payment Date	Payment Method	Recipient	Description	Amount
01.9.20	SO	Liz Julier	Storage	£15.00
01.9.20	DD	Bulb for Business	Pavilion electricity	£101.00
02.9.20	BACS	Alison Robinson	Expenses (milage)	£45.99
02.9.20	BACS	HMRC	PAYE - August	£119.20
02.9.20	BACS	Alison Robinson	Salary - August	£476.20
12.9.20	BACS	Alison Robinson	Zoom reimbursement	£14.39
14.9.20	BACS	eon	Streetlighting August	£32.89
16.9.20	BACS	Stuart Mitchell	Domain renewal reimbursement	£14.39
24.9.20	BACS	Alison Robinson	Microsoft Office renewal	£59.99
25.9.20	BACS	Arthur J Gallagher	Insurance renewal	£1,424.71
30.9.20	BACS	HMRC	PAYE - September	£145.20
30.9.20	BACS	Alison Robinson	Salary - September	£580.80
30.9.20	BACS	Stuart Mitchell	Domain renewal reimbursement	£28.78
Total				£3,058.54

6.5 TPC **noted** the monies received since the last meeting and before 30.9.20:

Monies Received Since Previous Meeting and Before 30.9.20			
Date	Payee	Description	Amount
10.9.20	Pre School	Rent 1.10.20 - 31.1.21	£666.64
28.9.20	TCC	Insurance for grant funded cricket equipment	£134.46
29.9.20	Bucks Cncl	Precept second instalment	£9,579.00
Total			£10,380.10

6.6 TPC **noted** the financial position as at 30 September 2020:

Bank Statement Balance as at 30.9.20		
Current Account	85516813	£13,127.85
Reserve Account	85516821	£9,207.49
Total Bank Accounts		£22,335.34
Less Unpresented Payments		£0.00
Total Liabilities		£0.00
Plus Unbanked Cash		£0.00
Net Bank Balances		£22,335.34
Cash Book Receipts		
Opening Balance as at 1.9.20		£15,013.70
Add Receipts		£10,380.18
Less Payments		£3,058.54
Closing Balance as at 30.9.20		£22,335.34

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7 Towards a Budget for Financial Year 2021/22

- 7.1 The Clerk outlined the schedule for approving the budget and precept setting for the next financial year. She explained the approach adopted in the paper for discussion and that the precept setting tax base calculator was not yet available. TPC was asked to provide advice about omissions and adjustments.
- 7.2 Cllr Williamson suggested it would be better not to include VAT in the budget build. The Clerk explained to do so would require a disproportionate amount of work because of the way in which the cashbook was structured. She undertook to relook at the matter when the 2021/22 cash book was set up.

Post meeting note: in total the VAT paid in the period 1.4.20 – 30.9.20 was £185.64 against a total spend of £11,017.27.

Action: Clerk to progress budget build and precept setting in consultation with the Finance Group for approval by TPC at its next meeting on 16 November 2020.

8 Environment and Facilities

Allotments

- 8.1 The hedge adjacent to the road was cut on both sides as planned.

Action: Cllrs Tribe and Goodger to investigate water metre leak when time permits.

Sports Field and Pavilion

S106 funded pavilion project

- 8.2 Cllrs Taylor reported the plans had been submitted to Buckinghamshire Council Building Control for approval and the submission fee of £650 paid.

Grass cutting

- 8.3 The request from Thornborough Cricket Team (TCC) for weekly cutting of the sports field to resume next season was discussed at some length.

- 8.4 TPC **resolved** to ask the Clerk to explore whether flexibility could be built in when contractors were invited to tender for 2021 and beyond. If so, it would avoid costs being incurred in hot weather when fortnightly mowing was sufficient.

Action: Clerk to take forward.

- 8.5 Cllr Taylor mentioned the village grass cutting map and suggested it could be helpful for other councillors to walk the village with it.

Action: Clerk to circulate the village grass cutting map.

Playground

- 8.6 Cllr Laurence reported the monthly safety checks would be undertaken by the playground volunteer group. As the laminated paper signs were unable to withstand the weather, a quote was currently being sought for semi-permanent Covid-19 playground signs.

Action: Clerk to take forward.

Community Board Application for Back Street Parking Project

- 8.7 The Chair reported on the site visit meeting with the contractor which the Clerk and Cllr Goodger had attended the previous day. The quote had been circulated to TPC earlier in the day and would be used to develop an application for permission and funding from the Buckingham and Villages Community Board – the deadline for which was 31 October 2020.

Action: Cllr Tribe and the Clerk to take forward.

Village Streams and Rivers

- 8.8 Cllr Goodger reported the contractor was now working with the private riparian owners.

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9 Buckinghamshire Council (BC)

9.1 Cllr Whyte reported the Cabinet had now discussed the recently circulated Buckinghamshire Council draft response to the White Paper Planning for the Future. He urged TPC to respond. TPC subsequently **resolved** to support Buckinghamshire Council's response.

Action: Clerk to take forward.

9.2 Cllr Whyte talked about the housing numbers consultation and Buckinghamshire Council's concerns about the proposals in the north of the county and Milton Keynes.

9.3 Cllr Whyte recapped on the highlights from his presentation to the recent Buckinghamshire Council and BMKALC¹ liaison meeting:

(a) The VALP had now reached the final stages of the approval process. However, the public hearing process meant it was unlikely to be made before 2021.

(b) The work being undertaken to clear the planning back-log.

(c) The new enforcement service policy had been implemented over the summer. The complex cases task force would be meeting next week.

Action: Clerk to circulate the BC/BMKALC liaison meeting notes and presentations when she received them.

9.4 Cllr Whyte talked about protective status for the countryside and agricultural land similar to the already nationally recognised green-belt.

9.5 Cllr Sir Stanier reported he was now a Buckinghamshire Council back-bencher and a member of the Licencing Committee and the Trading Standards Committee.

9.6 Cllr Moore thanked the Conservative Association for the previously clearing the picnic area by the old Thornborough Bridge and said it had again deteriorated. She thought the lack of visibility of the area from the roads exacerbated the litter problem. Cllr Sir Stainer undertook to investigate whether another litter pick could be arranged and to ask Buckinghamshire Council to cut back the trees, hedges, and other vegetation.

10 Buckingham and Villages Community Board (B&VCB)

10.1 The Chair reported the next B&VCB meeting was on 10 November 2020.

11 Current and Ongoing Activities

11.1 The document would be updated to reflect the decisions taken at the meeting.

Action: Clerk to update the current and ongoing activities document.

12 Urgent Matters for Reporting and /or the Next Agenda

The Green and other parish land

12.1 Cllr Taylor suggested TPC needed to better understand its responsibilities because there had been legislative changes in recent years.

Action: Clerk to take forward with a working group of councillors when time permitted.

Thornborough Full Fibre Broadband

12.2 TPC **noted** the Pre School had expressed interest to the member of the public coordinating the possible initiative.

¹ Buckinghamshire and Milton Keynes Association of Local Councils.

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13 Date of Next Meeting

13.1 Monday 16 November 2020 at 7 pm.

Meeting closed at: 8.34 pm

Chair's signature

Date:

DRAFT