

THORNBOROUGH PARISH COUNCIL

MINUTES of MEETING

Wednesday 11th July 2011 at 7.30p.m.

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

Public: Mary Taylor

Item	Minute	ACTION
1	Apologies: Cllr Ray Goodger, Cllr. Andy Spurr;	
2	Declaration of interest in items on the agenda - none	
3	Public Participation session: No issues raised	
4	Minutes of the meeting of 22nd June 2011 Agreed as a correct record of the meeting.	
5	<p>Review of Action Points .May meeting's actions: Allotments –Cllr. AS to report back at next meeting</p> <p>Affordable Housing street lighting. Clerk has informed Rob Barton at Jarvis Contracting Limited of TPC policy re. no street lighting needed, but footpath lighting could be included but has not heard back. Bill re Sports Pavilion- paid</p> <p>June meeting's Actions 8) TPC Councillor vacancies - vacancy advertised 9) Parish Council documents storage – still to be auctioned, Village Hall Committee mtg outcome not yet known. 10) Allotments Lease renewed. Invoices sent out to all allotment holders. 11) Planning Neighbourhood Planning Consultation Drop-ins not attended as we are not in the process currently of doing a parish consultation. 12) Finances a) Bank Reconciliation – still not complete yet as clerk not receiving Bank Statements b) Bank Accounts – still in process c) Annual Audit – clerk has sent off d) Financial Planning on agenda e) Various cheques all raised and sent. 16) Street lighting Review – clerk reported that several lights are not currently working and at least one has been removed. Clerk to action further. 18) Letter re allotments from Henry Lewis – clerk has responded</p>	<p>Cllr. AS to action Clerk to chase up any response</p> <p>Clerk to action</p>
6	<p>Review of Annual Meeting of the Parish and items arising for future agendas Meeting although poorly attended by parishioners covered many relevant issues. From this meeting a list of items for future meetings (appendix 1) was agreed. Sports facilities to be on August meeting's agenda. Also agreed: 1) Small cards with details for reporting pot holes to be printed for distribution as necessary for parishioners use. 2) Standard letter to be given to relevant parishioners asking for them to keep their hedges trimmed to be written.</p>	<p>Clerk to action</p> <p>Clerk to action Clerk to action</p>

7	Affordable Housing – street name - Cllr MC to write a piece for the magazine inviting parishioners to suggest possible street names. Cllr CM suggested that the old name for the field should also be considered.	Cllr MC to action Cllr CM to find out field name.
8	TPC Councillor vacancies –Mary Taylor to be co-opted. Proposed by Cllr MS Seconded by Cllr CM Motion carried, Mary Taylor now co-opted onto Thornborough Parish Council. The advertisement for the position on council that needs to be elected is displayed in the TPC notice board until 31 st July 2011.	
9	Parish Council documents storage - already discussed under Item 5.	
10	Buckingham Planning – consultation for Local plan – decision – to ask the Planning Officer for Buckingham to come to discuss their local plan and any input from TPC to a future meeting, possibly either August or September meetings.	Clerk to action
11	Playgrounds Inspection report – Noted. - all satisfactory although a branch in the playground does need trimming. Maybe Cllr AS can alert Chris Morris to tidy up the hedge and tree in question when he does the allotment hedge.	Clerk to action
12	Dog waste bins – letter from BCC re cost of bins being held to current level – noted.	
13	HS2 Discussion resolved that TPC's position is that the project's business plan was not sufficiently thought through, there were too many flaws in the current project plan, and the destruction of important wild-life environments was to be deplored. The clerk to write a response to the consultation in line to cover these points.	Clerk to action
14	Planning: a) <u>Ref. 11/00733/APP</u> Raising of roof to create first floor, two story extension, Cloverick Moor, Padbury Road, Thornborough. MK18 2EB - supported b) Bulletins noted c) Proposed Lists of Local Requirements for the validation of planning applications - noted d) Planning Reference File - noted	Clerk to send response to AVDC
15	Finances: a) Budget for financial year 2011-12 – planning. No capital expenditure planned at present. b) Bank Reconciliation – still not completed due to Bank Statements not currently being sent to clerk. c) Bank Accounts – signatories are updating but not complete yet d) Annual Audit – sent off to auditors as they have advised without completing the internal audit. Internal audit to be completed when the audit is returned from the auditors. e) E-on clerk informed TPC that she has checked the lights around the village and at least 5 lights are currently not working or have been removed altogether. Clerk to report this to E-on maintenance and E-on billing before paying any bills. f) Insurance discussed. Some things are not covered (equipment, grass-creting and street furniture). Clerk to increase cover as appropriate. g) Cheque for wreath £12 – never received. Agreed to send another cheque. h) Invoice for payment for playground inspections - agreed	Clerk to action Clerk to action Clerk to action Clerk to raise cheques.

16	Village Green and Bye-laws – in hand	
17	Street Lighting update See minute 15e	Clerk to Action
18	Councillors' Issues: None	
19	<p>Correspondence: A discussion followed at the clerk's request. Decision - that the clerk use her discretion for future meetings with what correspondence she brings to TPC</p> <ul style="list-style-type: none"> a) Bucks County Show. 1st September b) Thames Valley Police – open day 3rd September c) Proposed road closure – Whitchurch Lane, Oving 19/9/11 (see attachment) d) Buckinghamshire & Milton Keynes Fire Authority public consultation on the publication of the draft Public Safety Plan 2012-17 http://www.bucksfire.gov.uk/BucksFire/News/Consultation+PS+P.htm e) Sentry Environmental Land management open day f) LCR magazine g) Grange School letter h) Aylesbury Vale Transport users Group <p>All items noted</p>	
20	Date of next meeting; Monday 8th August 2011 7.30p.m. The meeting closed at 9.05 p.m.	

Appendix 1

Items arising from the Annual meeting and the monthly TPC meeting for future agendas:

- **Financial plan for 2011-12** **July '11 agenda**
- **Area 14 speed limit review**
- **Pot holes.** Do we need to make an inventory
- **Children's Playground report** – re..hedge?
- **Footpaths through the village** – do we need to send out specific notices of overgrown hedges to parishioners?
- **Street Lighting** –any updates
- **Provision of sporting facilities for ladies and younger people**– this maybe should be on a future agenda?
- **Churchyard maintenance** – update on council responsibilities
- **Gritting last winter** – maybe this should be on an agenda in the autumn and a contingency plan developed? Also to discuss Charlotte's idea of a central point where villagers unable to get out of the village could give information of essential shopping items needed and offers received from people who lived outside the village and were more able to get to Buckingham to do this shopping were made.
- **Parking on the greens** – by-law committee needs to be convened.
- **Pond under the foot bridge to the Village Hall, Church and school** – this is silting up and looks messy. – who is responsible? Presumably TPC is we are now the riparian owners of either side of the stream at that point.