

THORNBOROUGH PARISH COUNCIL

MINUTES of MEETING

Monday 12th November 2012 at 7.00p.m.

Present: Cllr. Mark Cole (Chair), Cllr. Andy Spurr, Cllr. Melanie Staff, Cllr Mary Taylor, Cllr. Charlotte Moore, Cllr Rupert Bursell, Cllr. Ray Goodger, Maggie Beach (Clerk)

Public: 5 members of the public who came for specific items.

Item	Minute	ACTION
6	<p>Greens Bye-Laws This item was taken first to accommodate residents. Cllr MC explained that this was a final consultation phase. 3 residents who lived around the Green attended, and Cllr MC reported that a further resident, Mr. Mark Neenhan, had phoned him to reiterate what he had said in his letter. Dr Collin Place said that things worked as they were and shouldn't be changed. Mr David Marchant was concerned that his current situation might change under new bye-laws; he had made several suggestions in his last letter to TPC. He felt that any bye laws should be community based and reached in agreement with residents. Cllr RB explained that as the Greens are now in our ownership we must have bye-laws to maintain them satisfactorily. They must be sensible bye-laws but they will not be an agreement. Cllr MC thanked the members of the public for coming, reassured them that due consideration will be given to all and that the working group would be presenting draft bye-laws to TPC at the next meeting.</p>	<p>Working Group to present draft bye-laws at the December meeting, clerk to put on agenda</p>
1	Apologies: None,	
2	Declaration of interest in items on the agenda – None	
3	Public Participation session: - All public participation was at the request of TPC and under particular items, Item 6 The greens and Bye-Laws, Item 8 Ash Dieback and Item 11 Broadband in Thornborough.	
4	Minutes of the meeting of 24th October 2012- Agreed with the two amendments- to delete 'but no decision was made' under Item 6 – 7 and to correct date on the header.	
5	<p>Item 3 Public Participation session: - Thornborough Broadband connection – on agenda Item 4 Matters Arising - September Item 10 Thornborough Footpath 11 – temporary closure order – Clerk has discussed with Phil Turner at BCC who is happy for TPC to put up notices of the footpath closure and temporary diversion at Thornborough Bridge and also in the village. Clerk has been assured by the Environment Agency that they will let us know the actual closure dates when they know when the work is to be done. Item 6 Allotment management Item 8 Thornborough Community Woodland Item 9 Speed Limit Review Item 10 Salt bins. Item 11 Street Lighting Item 12 Parking on The Green.</p> <p style="text-align: center;">–all on agenda</p> <p>Item 14 LAF report. Clerk has written to Mark Grindall informing him of TPC's support for the Saturday village bus services initiative. Item 16 Sustainable Communities Act –e-mail circulated Item 17 Dog Waste arrangements – on agenda Item 19 A.O.B. , other correspondence and Other Councillor Issues 3) Clerk has written to congratulate Mark Roberson All other items on agenda</p>	

<p>7</p>	<p>Allotment management The Clerk reported that:</p> <ul style="list-style-type: none"> • she had heard from the Gardening Society that they were not interested in becoming involved with allotment management or advice. • that there is an abandoned plot so we currently have two vacant plots. She has contacted the person on the waiting list to offer him a plot. • that she had given a new contract as decided by TPC at the last meeting to enable the plot holders of Number 4 plot to move to No. 7 plot. However as they were both under 15 she had required them to get the contract signed by a parent. • that she had had an e-mail from Mary Gavigan at the Willows concerning two issues, that a bonfire had been lit on an allotment too close to her hedge and that she is happy to pay for her hedge to be trimmed mechanically by Mr Madkins. • Clerk has talked to the bonfire lighters and told them any bonfires if permitted should be lit at the end of the allotments furthest from The Willows. • She has contacted Mr Madkins who will do the hedge trimming of both the hedge between the allotments and The Willows and the hedge on the road boundary for £100 but he will need the stuff in the hedge moved first and will have to go over the edge of some allotments as the path is not wide enough. <p>Agreed that the Clerk will:</p> <ul style="list-style-type: none"> • Write to allotment holders telling them that the hedge trimming is commissioned, asking them to remove the stuff in the hedge within 28 days, and explaining that the hedge trimmer will have to go over the end of the allotments where the path is not wide enough. • Talk to Mr Lewis about the necessity and access for trimming the hedge on the road on the inside. • Ask Mr Madkins to go ahead once all this is done. • Explain to allotment holders that if there is a problem caused by their actions (such as lighting a bonfire) they will be responsible. • Reply to Mary Gavigan to update her. <p>Cllr AS said that he had discussed a new gate with Dennis King. He has been quoted £451 for a new inset gate which would allow allotment holders space to pull off the road to park when opening the gate. After some discussion it was proposed by Cllr AS, seconded by Cllr CM to ask Dennis King to go ahead with the new gate.</p>	<p>Clerk to action.</p> <p>Cllr AS to contact Denis King about putting in a new allotment field gate</p>
<p>8</p>	<p>Thornborough Community Woodland</p> <p>i. Re-drafted Heads of Terms agreement All concerns TPC reported have been addressed in the re-drafted Heads of Terms agreement which the Clerk circulated as it had only recently been received. TPC discussed the new terms. Cllr RB suggested an amendment/spelling correction: under ‘Permitted Use’ para 3 should ‘impede; actually be ‘impinge’. Subject to this amendment it was proposed that Thornborough Parish Council accept the Heads of Terms Proposed by Cllr RB, Seconded by Cllr MS. Agreed unanimously. There seems to be an assumption in the accompanying e-mail that TPC is responsible for the management plan. However, it was noted that in the meeting with Mark Grindall on 22/08/12. Mr Grindall made the offer that to speed up the process BCC would help with the management plan and pay for it.</p> <p>ii. Ash die-back Alex Keeling attended the meeting to inform TPC about Ash die-back disease. It could be a problem for TPC depending on how many ash trees there are in the parish that the council are responsible for. Privet and lilac are related to ash and could also be affected. Mr Keeling</p>	<p>Clerk to put amendment to Mike Walker, BCC and to Kate Hutchins, Hampshire CC</p> <p>Clerk to check out arrangement re. management plan</p> <p>Clerk to</p>

	<p>informed TPC that as this is considered a national emergency there should be funding available from the government through BCC. Cllr AS said there was not a lot of ash in Thornborough Community Woodland, nor in the parish. The Clerk had also prepared an information sheet and drew TPC's attention to the 'Ashtag' service where people can send in photos of possibly contaminated ash for confirmation. This information could go in <i>Thornborough News</i>.</p> <p>iii. Clerk has received more information about Greenspaces, the new grant fund from Buckinghamshire Community Spaces. It is entirely appropriate to help fund maintenance of the Woodlands or for buying equipment, We should apply for the February round of funding once we have agreed the Heads of Terms. Noted that there are other funding streams available.</p> <p>iv. The arrangement with the tenant re. closing the car-park gate at night is an informal one and not part of the tenancy agreement</p>	<p>research this funding.</p> <p>Ashtag info. Into TNews</p>
<p>9</p>	<p>Road issues:</p> <p>i. Speed Limit Review The Clerk has now had a reply from BCC explaining that under various Highways legislation they do have a right as a Highways Authority to enter Common Land to put up signs. The solicitor has advised that we therefore write to Transport for Bucks at BCC saying that we would have liked to be consulted first and that the issue of the Repeater sign on the Green being a hazard for several regular activities that happen on the Green, and that as BCC have placed it there any accident caused by the repeater sign will be their liability.</p> <p>ii. Aylesbury Vale Transport Users Group Clerk has received minutes of the last meeting of this group and an agenda for the next meeting on Town Council Chamber, Cornwalls Meadow, Buckingham at 2.00pm on Tuesday 4 December 2012</p> <p>iii. Salt bins Clerk has spoken with the responsible person at BCC.</p> <ul style="list-style-type: none"> • Grants for salt bins were available from the LAF on application in 2010 for 2011 but have now ceased. • TPC can apply to BCC for a new salt bin and if BCC think it is necessary they will provide a salt bin for £450 which will include the bin being filled for free by BCC for the duration of its life. • There are 3 bins in Thornborough parish that are supplied and therefore filled by BCC, - at Nash Breaks cross-roads, at the bottom of Nash Road, and outside the Lone Tree. It might be possible for BCC to move this Salt bin to the Road down to the village once the access to the Lone Tree is changed from the A421 to the village road as detailed in the latest planning application, but it has only recently been filled so is too heavy to move at present. <p>iv. Other items for Roads</p> <ul style="list-style-type: none"> • Clerk has received an e-mail from Mark Grindall about a scheme to buy Moveable Vehicle Activated Signs at a reduced price. TPC have looked at this issue previously and currently do not want to buy one. • Clerk has received information about the new BCC Permit Scheme for Road and Street works. • Clerk has received a Fact sheet from BCC about the use of Local Area Technicians (LATs) who are the key communication links between the parish and the public and Transport for Bucks. 	<p>Clerk to Write to BCC as detailed</p> <p>Clerk to negotiate further</p>
<p>10</p>	<p>Street Lighting Clerk has contacted E-on about the lack of response to the letter she recently sent about the lack of response to the request for upgrades to lights and for new lights. The manager retired in September. She will resend the letter to the next in line who is the person she has been dealing with all along. TPC decided we should write about this issue to the CEO of E-on about</p>	<p>Clerk to resend letter to E-on and to write to the CEO of E-on about this issue</p>

	the unacceptable delay since ordering the new lights in April.	
11	<p>Broadband in Thornborough</p> <p>Steve Coppins attended to update TPC on the current situation. The slow broadband speeds experienced in Thornborough are due to the distance from the telephone exchange. The village is served from the nearest exchange of Buckingham. Lines are approximately 7km long to Thornborough and at these distances broadband speeds will be slow. Part of the reason for this is the circuitous route the copper takes from the exchange to the village, which is very indirect (all of our lines are above ground, so this is easy to track back to the exchange). There may be improvements to be had by just providing a more direct route for copper between the village and the exchange. BT has recently told Mr Coppins that this technical limitation of the product cannot be overcome. Buckingham exchange is part of the roll out for superfast broadband by Fibre-optic cable to the cabinet and is currently accepting orders. Regrettably, the cabinet serving Thornborough (PCP4) has not been included for deployment with fibre-optics. This is because the cabinet has been deemed not commercially viable, not providing a large enough return on the investment based on the costs for the construction and the on-going running costs of providing a new FTTC cabinet. BT has also told Mr Coppins that where cabinets are not commercially viable Government funding is available to county councils. (We do regularly encourage parishioners to register their interest for faster broadband with www.superfastforbucks.org)</p> <p>The Clerk has already written to BT and to our MP, John Bercow, about this issue. TPC decided that we should also send a similar letter to BCC as this is an issue for local businesses and for education.</p>	Clerk to write to BCC about this issue
12	Thornborough Parish Website – advertising –deferred to next meeting	Dec agenda,
13	<p>Reedmace and stream</p> <p>Cllr AS reported Chris Morris will lend a trailer to take away the rubbish. He will get a price from Graham Smith for removal of the reedmace. The spoil will be dumped on the waterlogged bottom corner of the playing field</p>	Cllr AS to action
14	<p>Winter shop for the village.- Cllr RG</p> <p>Cllr RG is happy to run an emergency winter ‘shop’ for essentials again this winter if bad weather stops people travelling out of the village for any length of time. All agreed a good idea. Put this in <i>Thornborough News</i>.</p>	Cllr MC to advertise through TNews.
15	<p>Buckinghamshire’s first Flood Risk Management Strategy</p> <p>Cllr MC is on the Buckingham Area Flood Committee so can keep TPC up-to-date. The Flood Risk Management Strategy has only two mentions of the Buckingham area. Strategy noted, no response needed.</p>	
16	<p>Standards and Code of Conduct for Parish Councils. - BALC briefing session –</p> <p>The Clerk circulated a summary of the BALC briefing and highlighted several problems identified in that briefing. Key problems identified are:</p> <ul style="list-style-type: none"> • Only direct pecuniary interests are now disclosable. • Pecuniary interests of spouse/partners have to be disclosed and then published on local and district web sites but this contravenes data protection • Pecuniary interests could include paying the Precept which would make it difficult to set the Precept, however as TPC have not appointed a monitoring officer, councillors as group can give themselves a dispensation (to be added onto Standing Orders) to set the Precept. This course of action was agreed unanimously. 	Clerk to add to standing orders
17	<p>Dog Waste arrangements</p> <p>Dog waste collections are due to change. AVDC have contacted TPC concerning the letter from the private contractor received and discussed at the last meeting. AVDC advise us to wait while they sort out the new contract for dog waste collections before deciding to go with the private contractor.</p>	Clerk to put on an agenda once information

	<p>This issue was last discussed at the December 2011 meeting when the Clerk gave the following information:.</p> <ul style="list-style-type: none"> • Dog poo is controlled waste • The cost is £1.99 per emptying and we have 3 bins. • We currently have 78 emptyings a year – one a week in winter, 2 a week (recommended to reduce smell and risk) in summer. • Current cost is: <ul style="list-style-type: none"> Winter £186.26 (£155.22 pre-VAT) Summer £372.53 (£310.44 pre-VAT) Total £558.79 (£465.66 pre-VAT) a year • Current arrangements with AVDC were in place till September 2012 but are still being reviewed. . 	<p>about the options available are sent to TPC</p>																																
18	<p>BCC Devolution of Services to Town and Parish Councils- review report – this could have some cost implications for TPC for future years if services are devolved to parish level without any funding following. - noted</p>																																	
19	<p>Improving Local Government Transparency – policy Consultation – not applicable to us as our annual budget is below £200,000</p>																																	
20	<p>Planning:</p> <p>a) Ref: <u>12/02375/ATC</u> Fell Cupressus and Lawsonianca at The Rectory, Chapel Lane. Application supported as this will improve the Rectory</p> <p>b) Bulletins and other updates –</p> <ul style="list-style-type: none"> i). Bulletins noted. ii) Cllr MC updated on the Cloverick Moor Farm application hearing which he had spoken at, AVDC have refused permission. iii) The next meeting of the North Bucks Parishes Planning Consortium will be on either the 10th or 31st January 2013. Clerk to circulate details. This is an important local forum where local planning issues are discussed so it would be useful to have someone attend. iv) It is noted that AVDC have said they will only hand over 20% of the New Homes Bonus to Parishes. Clerk to check what the situation with regards to the New Homes Bonus for the 2011 Affordable Housing development on Nash Road is, as TPC were told we would have access to the total amount.. 	<p>Clerk to send response to AVDC</p> <p>Clerk to circulate details of the next NBPPC meeting</p> <p>Clerk to check what the situation</p>																																
21	<p>Finances:</p> <p>a. Bank Reconciliation for October and November: October: Current Account - £23,886.23, Reserve Account - £18,838.01, Total - £42,724.24 November: Current Account - £23,275.30, Reserve Account - £18,838.01, Total - £42,113.31</p> <p>b. Payments and Receipts – noted, subscriptions agreed. Donation to Buckingham Hospital League of Friends agreed last meeting in principal, amount of £250 proposed by Cllr CM, seconded by Cllr AS, all agreed.</p> <p>Cheques</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">E-on (unmetered supplies)</td> <td style="width: 20%; text-align: right;">£22.91</td> <td style="width: 30%;">Cheque No. 421</td> </tr> <tr> <td>E-on Maintenance</td> <td style="text-align: right;">£74.70</td> <td>Cheque No. 422</td> </tr> <tr> <td>Mazars – audit fees</td> <td style="text-align: right;">£162.00</td> <td>Cheque No. 423</td> </tr> <tr> <td>SLCC Membership 2012</td> <td style="text-align: right;">£97.00</td> <td>Cheque No. 424</td> </tr> <tr> <td>NBPCC Subscription 2012</td> <td style="text-align: right;">£20.00</td> <td>Cheque No. 425</td> </tr> <tr> <td>Donation to Buckingham Hospital League of Friends</td> <td style="text-align: right;">£250.00</td> <td>Cheque No. 426</td> </tr> <tr> <td>Clerk’s Salary cheques - November</td> <td style="text-align: right;">£350.27</td> <td>Cheque No 427</td> </tr> <tr> <td>HMRC - Clerk’s Income Tax (PAYE Ref. 475/SA75351)</td> <td style="text-align: right;">£87.40</td> <td>Cheque No 428</td> </tr> <tr> <td>Accounts office Ref. 475PE00369213)</td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">£1,064.28</td> <td></td> </tr> </table> <p>Direct Debits</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">E-on (Sports Pavilion supplies)</td> <td style="width: 50%; text-align: right;">£105.00</td> </tr> </table>	E-on (unmetered supplies)	£22.91	Cheque No. 421	E-on Maintenance	£74.70	Cheque No. 422	Mazars – audit fees	£162.00	Cheque No. 423	SLCC Membership 2012	£97.00	Cheque No. 424	NBPCC Subscription 2012	£20.00	Cheque No. 425	Donation to Buckingham Hospital League of Friends	£250.00	Cheque No. 426	Clerk’s Salary cheques - November	£350.27	Cheque No 427	HMRC - Clerk’s Income Tax (PAYE Ref. 475/SA75351)	£87.40	Cheque No 428	Accounts office Ref. 475PE00369213)			Total	£1,064.28		E-on (Sports Pavilion supplies)	£105.00	<p>Clerk to raise all cheques</p>
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	<p>Anglian Water still in credit Total £1,109.28</p> <p>c. Receipts - From allotment holders 1 x allotment rents £7.00 Total £7.00</p> <p>d. BCC Budget Consultation – TPC decided on no response.</p> <p>e. Precept for 2013 Clerk has received the request from AVDC for how much TPC would like next year’s Precept to be. Clerk explained that calculating the Precept is quite complicated and depends on whether any houses have changed bands or whether any new houses have been built. This is very difficult to calculate at a parish level, so BALC have advised to work from the total Precept we would like to receive and let AVDC do the calculation of what this will mean for individual households. TPC noted that we have also been asked to wait until after the Draft Local Government Finance Report has been published in early December before we set a Precept Clerk gave out copies of last year’s budget. She will prepare figures for next year’s budget and circulate before the meeting to inform the decision to be made at the next meeting.</p> <p>f. Christmas tree cost Rod James has asked for financial help with this year’s Christmas Tree costs. TPC decided that we would help if necessary when we receive accounts to show any shortfall after Christmas.</p>	<p>Clerk to circulate estimate of amounts for next year’s budget.</p> <p>Precept on Dec agenda</p> <p>Clerk to let Rod James know this decision.</p>
22	<p>A.O.B. , other correspondence and Other Councillor Issues</p> <ol style="list-style-type: none"> 1) Cllr MC told TPC of Mark Grindall’s departure from BCC with immediate effect for personal reasons. He will be a loss as he was a driving force in the LAF 2) Boxing Day Walk Cllr MT to create laminated posters to advertise. Clerk will print off and post on the notice board and around the village. 3) Cllr CM thanked TPC for the donation of the old parish council notice-board to St Mary’s church. 4) The street light in Bridge Street is out. Clerk to report to E-on. 5) The Clerk has received an invitation for Councillors to attend the AGM of the Buckingham Canal Society on 26th January at 7.15 at the Buckingham Community Centre. The evening includes refreshments and a talk by Steve Miles entitled ‘Narrowboat Raymond Revisited’. 	<p>Cllr MT to create poster and send to Clerk. Clerk to print off and post on notice board.</p>
23	<p>Date of next meeting; After discussion TPC decided to keep the start time of all future meetings to 7.00p.m. 10th December 2012 at 7.00p.m. PLEASE NOTE EARLIER START The meeting closed at 9.20 p.m.</p>	<p>All to note changed time</p>