

THORNBOROUGH PARISH COUNCIL

MINUTES of a General MEETING

Monday 18th March 2019 at 7.00p.m.

Present: Cllrs Melanie Staff (Chair), Steve Tribe, Ray Goodger, Deborah Hosein, Mary Taylor, Charlotte Moore, Estelle Graham
Clerk; Ruth Millard

District Cllr Sir Billy Stanier.

Public attending – None

01/19 Apologies for absence; County Cllr Warren Whyte,

02/19 Public Participation Session; Please note that only items in the Agenda are to be discussed & agreed – for any other item/subject, the Clerk will add to the agenda to be discussed & agreed at a future meeting. To resolve that the meeting be closed to allow members of the public to speak (10 minutes per person);
No public attended

03/19 Declaration of Interest in items on the agenda; Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Thornborough Parish Council Code of Conduct for Members and by the Localism Act 2011.
MT declared an interest in items 07/19c & 08/19b

04/19 Approval of Minutes; Members **RESOLVED** that the minutes of the Parish Council General Meeting of Thornborough Parish Council held on Monday 18 February 2019 were accurate; the Chairman signed them as an accurate record.

05/19 New Clerk and division of responsibilities; The Chairman introduced Ruth Millard who would be helping the Parish Council in the interim to June 2019 as the Proper Officer of the Council. Ruth already works for 5 Parish Councils.

There are 2 candidates for the post of Proper Officer (Clerk) and Responsible Financial Officer (RFO) the interviews will be held until May 2019.

The Chairman requested that the Councillors respond to emails that she sends out, so that she is able to see that they have read the emails. She would also appreciate their help at this difficult time while she has the difficult job of sorting the handover to a new permanent clerk for the Council.

06/19 Planning: No new applications at the time of printing

- i. 19/00056/APP | Erection of tractors shed | Lone Tree Farm House High Street – **approved**
- ii. 19/00091/APP | Continuation of temporary siting of a mobile home | Home Farm Thornton Road – **approved**

07/19 Environment;

a. Sports Field and Pavilion;

- i. **Thornborough Cricket Club grants;** ST had received the Bids and documents from the previous clerk. The working group have reported that Aylesbury Vale Housing Trust has agreed funds of £9000.00. The working group are still waiting to hear from Sports England if the application for £15,000.00 has been granted.
- ii. **Pavilion upgrade;** The previous Clerk had requested quotes from various electricians it is not sure if she has received the quotes. Members agreed to carry this item forward to the next meeting.
ACTION: MS will ask the previous Clerk if the Parish Council has received any quotes and if so, in which file they have been placed.
- iii. **Fire Inspection issues;** the smoke alarms that were requested have been fitted. The previous Clerk had requested quotes needed to rectify the issues in the fire inspection, it is not sure if she has received the quotes. **ACTION: MS will ask the previous Clerk if the Parish Council has received any quotes and if so, in which file they have been placed.**

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b. Allotments;

- i. **Allotments licence to occupy;** the Parish Council is still waiting for a response from Bucks CC regarding the limit of chickens any one tenant can have. **ACTION; MS will ask the previous clerk if the Parish Council has received a response and if so, in which file has it been placed.**
- ii. **Front Hedge;** Members agreed that the issue with the front hedge being laid or not will be discussed at the September meeting.

c. Thornborough & Coombs Woodlands registration; Registration has been actioned although the process is slow and not expected to be completed until June/July 2019. TACWET will confirm.

d. Playground;

- i. **Notice Board;** MT confirmed that the quote for £288 plus vat has not altered therefore the work can start. **ACTION:** MT will place the order with signs@signline.net
- ii. **Fence;** RG reported that he is still waiting for the third quote he requested and has still to request a quote for a bow-top fence. **ACTION; RG to request a quote for a Bow-top fence similar to the fence in the rest of the area.**

d Road and Drainage issues

- i. **Current issues;** parking in Back Street remains the same
- ii. **Relevant Closures and Road works;** the junction of Stowe Avenue with Chackmore turn
- iii. **Update re gates at Coombs;** ST reported that the funding is not available until the new financial year, 5 April 2019.

08/19 Finances:

- a) Bank Reconciliations – February 2019; The bank statements for the current were not available for the end of February 2019 therefore the reconciliation can only be done to the 20 February 2019

Current Account		20 February 2019	6948.39
Reserve Account		31 December 2018	12179.08
			19127.47

Including

Online payment	Cricket Club	4 February 2019	375.00

Less un-presented cheques from January 2019 totalling £2330.90

E.on. street lighting	LGA 1972, Sched. 14 para 34	000970	28.85
Cartwrights, mowing Sportsfield	LG(misc prov)A 1976, s19	000972	976.80
M Beach, rent allowance	LGA 1972, s111	000973	457.00
M Beach, reimbursement of expenses	LGA 1972, s111	000974	447.71
S Mitchell, setting email addresses	LGA 1972, s111	000975	24.67
M Beach, February 2019 remuneration	LGA 1972, s112	000976	395.87
			2330.90

Payments for March 2019

Mrs E Julier, TPC Storage	LGA 1972, s226	SO	15.00
E.on, street lighting	LGA 1972, Sched. 14 para 34	000978	29.70
Anglian Water, allotments	Small Holdings Allot. Act 1908, ss 23,26 & 42	000979	22.67
Anglian Water, sports ground	LG(misc prov)A 1976, s19	000980	59.22
T&CWET, donation Xmas Tree	LGA 1972, s137	000981	100.00

- b) **Donation to Thornborough and Coombs Woodlands Enterprise Trust for Christmas Tree;** CM Proposed & ST seconded giving the Trust 100.00 for the Christmas Tree. Members **RESOLVED** to give a donation of £100.00 to T&CWET for the Christmas Tree in December 2018
- c) **Risk assessment review;** The risk assessment had been circulated to the Councillors and Interim Clerk for comments, prior to the meeting. The Clerk made 3 comments which the members agreed with. **ACTION; the Clerk will amend the risk assessment and circulate to members to be approved at the next meeting.**

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- d) **Allotment Rent review;** after a short discussion DH proposed an increase from £15 a year to £25 to take in the extra expense for water, which the Parish Council believes will be in the region of £100 a year. The Members **RESOLVED** to increase the rent for an Allotment to £25.00 Twenty Five Pounds a year. **ACTION; the Clerk will draft a letter to the allotment holders explaining the situation and increase and circulate to the members for approval.**
- e) **Cricket Club rent review;** after a short discussion the members decided not to increase the Cricket Clubs rent.

09/19 Correspondence;

13.02.2019 Thrift Farm consultation survey open 13 February 2019 – 9 April 2019 *noted, members to complete the survey individually.*

05.03.2019 MK Play Association play sessions – *noted, no action necessary*

10.03.2019 Letter of complaint sent to npower – *awaiting full response*

10/19 Councillors' Issues;

District Cllr Sir Billy Stanier reported some progress regarding the Unitary Buckinghamshire Council.

11/19 Date of next TPC meeting: 15th April 2019 in the Village Hall Thornborough at 7.00pm

Chairmans signature.....Date.....