

# THORNBOROUGH PARISH COUNCIL

## Minutes of the Annual Parish Council Meeting Tuesday 20 May 2019 at 7.00pm

**Present:** Cllrs Steve Tribe, Ray Goodger, Mary Taylor, Estelle Graham, Charlotte Moore

**Clerk;** Ruth Millard

**Public;** none

- 35/19 Nomination & Acceptance of Chairman;** MT nominated ST to be Chairman, the nomination was **RESOLVED** by all present. Steve Tribe accepted and signed the acceptance form.
- 36/19 Nomination & Acceptance of Vice Chairman:** CM nominated MT to be vice chair, the nomination was **RESOLVED** by all present. Mary Taylor accepted.
- 37/19 Apologies;** County Cllr Billy Stanier
- 38/19 Members Interests;** 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. None declared
- 39/19 Approval of Minutes;** Members agreed the minutes from the Parish Council Meetings held in the Village Hall, Thornborough on 23 April 2019. The Chairman signed the minutes as an accurate account of the meeting.
- 40/19 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).
- 41/19** Thornborough Parish Council **RESOLVED** that the Standing Orders previously circulated to all members were robust and sufficient.
- 42/19** Thornborough Parish Council **RESOLVED** that the Financial Regulations previously circulated to all members were robust and sufficient.
- 43/19** Thornborough Parish Council **RESOLVED** that the Risk Assessment previously circulated to all members were robust and sufficient.
- 44/19** Thornborough Parish Council **RESOLVED** that it would be represented at the Local Area Forum & North Bucks Parishes Planning Consortium by Steve Tribe.
- 45/19** Thornborough Parish Council **RESOLVED** that its Land & Assets register previously circulated to all members was up to date and correct.
- 46/19** Thornborough Parish Council **RESOLVED** that the Insurance cover via Came & Company, Insurer - Inspire, renewal date 1 October 2019 was robust and sufficient.
- 47/19** Thornborough Parish Council **RESOLVED** to pay subscriptions to BALC, SLCC, NBPPC, AVALC in 2019/20.
- 48/19** Thornborough Parish Council **RESOLVED** that its Freedom of Information publication scheme was robust and sufficient.
- 49/19** Thornborough Parish Council **RESOLVED** that it would usually meet on the third Monday of each month except for December, at 7.00 pm in the Village Hall Thornborough. The next annual meeting of the Full Council would be 18 May 2020
- 50/18 Annual Governance & Accountability Return 2018/19;**
- a. Thornborough Parish Council considered the findings of the review to be robust and sufficient for its needs.**
  - b. The Chairman read through each of the Annual Governance Statements for the members to consider. Thornborough Parish Council approved each statement. The Chairman and Clerk signed the document.**
  - c. Thornborough Parish Council RESOLVED the Bank reconciliation for 31 March 2019**
  - d. Thornborough Parish Council RESOLVED the Explanation of Variances**
  - e. Thornborough Parish Council RESOLVED the Accounting Statement for the Internal Auditors report signed by the RFO. The Chairman signed the document.**
  - f. Thornborough Parish Council RESOLVED to send a Certificate of Exemption to the external auditor. The Chairman and Clerk signed the document.**
  - g. Thornborough Parish Council RESOLVED the suggested dates of the period for the Exercise of Public Rights.**

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- 51/19 Casual Vacancies;** the PC has 2 vacancies and is waiting for AVDC to notify it that it can advertise for co-opting members.
- 52/19 Clerks position & handover period;** Members discussed the procedure that would follow in all eventualities. RM confirmed that she was prepared finish the AGAR in June. She would note the hours she worked in June, for payment.
- 53/19 Village Open Meeting;** Members discussed the 2 residents who had requested better lighting on the green. Members also discussed The Thornborough News. **Action;** to add to the next agenda and invite Nick Percival to the meeting, to discuss any issues with him.
- 54/19 Village Spaces;** Members discussed points raised at the meeting held on 8 May 2019 regarding enlarging the Village Hall. A Councillor proposed to ask people to put their names forward to become a Steering Group to work on the project. ST, MT & RG said that they would help.
- 55/19 Planning;** Members noted the planning applications waiting for determination at AVDC
- i. **19/01197/COUAR** | Land Rear of High Street Thornborough | Determination as to whether prior approval is required in respect of transport & highways impact, noise contamination risk, flooding and locational considerations for the conversion of an agricultural building into residential use (Class Q(a)) and in relation to design and external appearance of the building (Class Q(b)) Awaiting decision
  - ii. **19/01171/APP** | Thornborough Mill, Mill Lane Thornborough MK18 2ED | Variation of Conditions 2 & 3 of planning application 18/00543/ALB for the approved timber joinery double doors to the first-floor south gable doors to be amended to metal framed doors. Awaiting decision
  - iii. **19/01286/APP** | Thornborough Manor High Street Thornborough MK18 2DQ | Single storey timber outbuilding for use as a pool room. Awaiting decision.
  - iv. **19/01303/APP** | Colmar Grange High Street Thornborough MK18 2DF | Addition of a second floor, internal reconfigurations and external refurbishment. Awaiting decision
  - v. **19/01372/APP** | Coombs Farm Padbury Road Thornborough MK18 2EB | Conversion of Agricultural Building to No.3 residential units. Awaiting decision
- 56/19 Environment;**
- a. **Sports Field and Pavilion;**
    - i. **Thornborough CC fundraising plans; Members approved the grant from the third party.**
    - ii. All members **RESOLVED** to allow Thornton Collage occasional use of the cricket ground & Pavilion toilets for 'home games'.
  - b. **Allotments;**
    - i. **Licence to occupy;** The Parish Council **RESOLVED to sign the amended licence from Bucks CC.**
    - ii. **Licence with tenants;** The Parish Council **RESOLVED** to adopt the latest version of the licence with the tenant, produced by EG to incorporate the latest licence agreement with Bucks CC
    - iii. **ACME Pest Control;** Members discussed the recommendation for Bucks CC village pest control, which reported that to get rid of rats it needed up to 4 visits at short intervals to lay bait. ST proposed that the Parish Council should under take the pest control recommended. The Parish Council **RESOLVED** the proposal. **Action;** to get 2 quotes and delegate the Clerk with EG to decide the most appropriate one to contract to do the work as quickly as possible. To Delay Cartwrights from rotavating plots 9 & 10 for 4 weeks.
  - c. **Thornborough & Coombs Woodlands registration;** No update
  - d. **Playground;**
    - i. **Fence;** The Parish Council are still waiting for a second quote.

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- ii. MT reported that following the playground inspection the playground fundraising group had purchased a new piece for the playground and would like to install it into the equipment. Members agreed.
- iii. MT reported that the residents who under took to look after the ground outside of the playground, an area which is sloping onto the pavement, would like to place a small retaining edging. Members agreed but would like confirmation of what edging was being considered.

**e. Road and Drainage issues;**

- i. **Gates at Coombs;** ST reported that the gates had arrived and should be ready to install imminently.
- ii. **Increase in traffic through lower end;** Members discussed the issue. **Action;** Clerk to request if Police can monitor the speed.
- iii. **Street lighting around the pond area;** Members discussed the issue and agreed it should be an item on the next agenda.
- iv. **Potholes in Thornhill;** Councillors queried whether the Local Area Technician would do a walk about or to ask County Cllr Billy Stanier to request a walk about.
- v. **Dead Cherry Tree in High Street needs removing;** Members discussed and agreed that RG would get a couple of quotes to remove the Cherry Tree.

**57/19 Finances;**

- a) To note invoices for payment and draw/sign cheques; noted
- b) To note receipts; noted
- c) To agree bank reconciliations for end of April 2019. Members **RESOLVED** the bank reconciliation for the end of April.

Bank Reconciliations – April 2019;

Current Account	...6813	30 April 2019	14,147.89
Reserve Account	...6821	30 April 2019	12,185.00
			<b>26,332.89</b>

Including receipts

Current Account	...6813	50% Precept – 30 April 2019	9,300.00
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Less un-presented cheques totalling £342.99

TACWET (Christmas Tree)	LGA 1972, s137	981	100.00
Phillips Print, news letter	LGA 1982, s142	985	89.44
BALC, membership 2019-20	LGA 1972, s143	986	133.55
NBPPC subscription 2019-20	LGA 1972, s137	987	20.00
			<b>342.99</b>

Payments for April 2019

Mrs E Julier, TPC Storage 01.05.2019	LGA 1972, s226	SO	15.00
E.on	LG(misc prov)A 1976, s19	000990	31.83
Thornborough & Thornton WI, refreshments APM	LGA 1972, s137	000991	10.00
ER Millard, March & April Remunerations	LGA 1972, s112	000992	905.58
HMRC,	LGA 1972, s112	000993	226.20
Reid & Co, invoice 20664	LGA 1972, s111	000994	180.00
Playsafety Ltd, playground inspection	LG(misc prov)A 1976, s19	000995	168.60
Signline MK, Playground sign	LG(misc prov)A 1976, s19	000996	345.60
Phillips Print, invoice 44654	LGA 1982, s142	000997	100.00
Cartwright Landscape, invoice C38939	LG(misc prov)A 1976, s19	000998	3,217.68
ER Millard, May Remunerations	LGA 1972, s112	000999	474.15
HMRC,	LGA 1972, s112	0001000	118.60
Thornborough Village Hall Committee	LG(misc prov)A 1976, s19	0001001	1,000.00
St Marys Church, Thornborough	LGA 1972, s137	0001002	1,000.00
			<b>7,793.24</b>

**58/19 Correspondence and Communications**

19.03.2019 Changes coming to your local household recycling centres; Members noted the information  
 04.04.2019 AVDC Emergency Community Planning; Query has the PC got a policy in place? **Action;**  
 find & review

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**59/19 Councillors Forum;**

ST reported that a resident had offered to empty the dog bins. The members discussed the offer and decided that the present arrangements were sufficient the needs o the Council. The Parish Council stated that anyone emptying the dog waste bins would require sufficient insurance and licences.

A resident had reported that a piece of ground along Lower End last ground on left before the bridge is beginning to get overgrown. ST will make local enquiries to ascertain what the problem is.

**60/19 Date and time and venue of the next meeting;** The next meeting will be held in the Village Hall, Thornborough on 17 June 2019 at 7 pm. TBC

Meeting finished at; 9.24 pm

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