

Thornborough Parish Council (TPC)

Minutes of the Meeting of the Parish Council on Wednesday 15 January 2025

Present: Cllrs Richard Dove (Chair); Rupert Bursell; Lynn Morgan; Mary Taylor.

In Attendance: Alison Robinson (Clerk).

1 Apologies for Absence

1.1 TPC **noted** Cllr Anja Schaefer's (Buckingham East Ward) apologies.

2 Declaration of Interest in Items on the Agenda

2.1 No interests were declared.

3 Minutes of the Meeting of TPC on 20 November 2024

3.1 TPC **resolved** to approve the minutes of the meeting on 20 November 2024. The Chair then signed the minutes as an accurate record.

4 Public Participation Session

4.1 No members of the public were present.

5 Buckinghamshire Council

5.1 Nothing was reported.

6 Buckingham and Villages Community Board (B&VCB)

6.1 TPC **resolved** that, although there was still funding available from the B&VCB 2024/5 budget, it was not feasible to submit a grant application by the 31 January deadline because of insufficient councillor resource.

6.2 Cllrs Dove and Morgan were currently working with the Clerk to prepare the evaluation report for the grant B&VCB provided in 2023/4 for the pond ecological appraisal.

7 2025/6 Budget and Precept

7.1 TPC **resolved** to approve a budget of £30,455 for financial year 2025/6.

7.2 TPC **resolved** to approve an increased precept of £34,500 to enable the reserve to continue to be built to comply with the sector recommendation for a small parish. The 12% increase was an additional 23 pence per week or £11.99 for a band D property in 2025/6.

Action: Clerk to take forward.

8 Annual Activity Schedule

8.1 TPC **noted:**

(a) The activities scheduled for November and December had been completed.

(b) The activities scheduled for the period January – February 2025.

(c) The winter tree assessment had now been undertaken. As no safety issues had been identified a report would be prepared for discussion at the February meeting.

8.2 TPC **resolved** to put in place a flood mitigation activity annually in June the purpose of which would be to check the parish waterways and alert the relevant riparian owners where any issues were identified.

Action: Clerk to update the document for the next meeting.

8.3 TPC **resolved** to try to arrange a wildlife speaker for the Annual Parish Assembly on 26 March 2025.

Action: All councillors to make speaker suggestions to Cllrs Dove and Morgan.

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9 Environment and Facilities

Flooding

- 9.1 Cllr Morgan explained most of the riparian owners had been contacted and were planning to undertake any remedial work needed once the weather improved. Cllr Osibogun had recently confirmed he was arranging for Buckinghamshire Council to inspect where the silt needed to be removed from under the bridge at Lower End.

Streetlighting

- 9.2 TPC discussed the petition to reinstate a streetlight in Bridge Street on safety grounds which had been deferred from the previous meeting.

- 9.3 TPC **resolved** not to approve the request on the grounds that there was insufficient evidence of any safety issues to justify the considerable expenditure. Furthermore, TPC was unwilling to revoke the widely supported 'dark' policy for some areas of the village.

Action: Clerk to advise the resident who had organised the petition.

Improved Safety for Brakes Crossroad

- 9.4 Nash Parish Council had been asked to discuss at its forthcoming meeting working with TPC to again raise the matter with Buckinghamshire Council.

Action: Clerk.

Annual Asset Review

- 9.5 TPC **resolved**:
- (a) To ask the Clerk to find out whether the family responsible for the memorial bench under the dole tree still lived locally.
 - (b) To discuss whether the bench by the pond should be renovated or replaced at its meeting in February.

Allotments

- 9.6 The revised allotment policy had been published and the plot holders informed of the increased fees for 2025/6.

Sports Field and Pavilion

- 9.7 The three emergency lights that failed during the annual testing had been replaced.
- 9.8 The roof of the second shed had been repaired. TPC would discuss the future use of the second shed at its February meeting.
- 9.9 The electrician who fitted the pavilion heaters and the auxiliary timers was attending a site meeting next week with Cllr Dove and the Clerk because the heaters were not currently coming on overnight during cold weather.
- 9.10 A procedure for checking the pavilion each week was now in place on a pilot basis. The Clerk was asked to put a rota in place for Cllrs Bursell, Dove and Morgan. She would let them know when and if she was able to undertake the weekly check alongside other work at the pavilion.
- 9.11 TPC **noted** Reids Playground Maintenance Ltd (RPM) had undertaken the first quarterly operational check of the sports field outdoor exercise equipment in December.
- 9.12 TPC discussed the £550 quote from RMP to move the football goalpost and fit the new net. As the RMP quote to treat the rust and repaint the goalpost was an additional £300, TPC **resolved** to obtain an alternative quote(s) for the repainting of the goalpost and fitting of the new net.

Action: Clerk to take forward.

Playground

- 9.13 TPC **noted** RPM had also undertaken the first quarterly operational check of the playground in December.
- 9.14 TPC **resolved** to order the parts required to repair the play bridge and to try to arrange for it to be fitted by a resident with the necessary skills.

Action: Clerk to take forward.

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Pond and Biodiversity Project

- 9.15 The new community noticeboard was due to be delivered and installed in about 6 weeks.

Thornborough Village Hall

- 9.16 Cllr Morgan said the Village Hall's was now in a healthy position financially. The projector had now been replaced, and the new village hall manager was now in post.

Pump Replacement Top

- 9.17 The agenda item was deferred in Cllr Goodger's absence.

Memorial Tree Request

- 9.18 There was again nothing further to report. The matter would remain on the agenda until the end of the current planting session awaiting the resident contacting Cllrs Dove and Morgan to arrange a site meeting.

10 Planning

24/03811/CPE High Green, Nash Road, MK18 2DP Certificate of Lawfulness for existing use for separate dwelling formed from barn conversion in accordance with planning approval 03/00886/APP and confirmation of compliance with condition No1 relating to commencement of work for the barn conversion

- 10.1 TPC **resolved** to confirm it had no objection.

24/03708/APP Chestnut Cottage, Nash Road, MK18 2DR

Householder application for single storey rear extension, amendments to external materials and relocation of window to en-suite bathroom at first floor

- 10.2 TPC **resolved** to confirm it had no objection.

24/03743/ALB Oak Tree Cottage, Bridge Street, MK18 2DN

Listed building application for removal of existing, single glazed windows and replacement with new timber, double glazed windows. Removal of existing bitumen coated slates on the front bay and replacement with new lead roof

- 10.3 TPC **resolved** to confirm it had no objection.

24/01156/ALB Old Bridge House, Lower End, MK18 2DB.

Historic building application for the installation of French drains around the entire perimeter of the cottage

- 10.4 TPC **resolved** to confirm it had no objection.

Action: Clerk to respond to planning consultations.

- 10.5 TPC **noted** the report about ongoing planning matters.

11 Finance Report

- 11.1 TPC **noted** the receipts received in November and December 2024:

Date	Received From	Description	Other Income
5.11.24	Bucks Council	Bin relocation refund	£146.00
29.11.24	Nat West PLC	Reserve Account Interest	£25.59
Total			£171.59
17.12.24	SLCC Branch	Subscription repayment error correction	£150.00
30.12.24	Octopus Energy	Credit from former account	£133.28
31.12.24	Nat West PLC	Reserve Account Interest	£28.27
Total			£311.55

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

Date	Recipient	Description	Amount
1.11.24	Liz Julia	Storage	£15.00
8.11.24	Yu-Energy	Streetlighting	£13.91
8.11.24	Yu-Energy	Streetlighting	£40.98
1.11.24	BMKALC	Training (Cllr Dove)	£10.00
18.11.24	Cartwright Landscape	Grass and groundworks October	£478.44
18.11.24	SLCC (branch)	Subscription paid to Branch in error	£150.00
18.11.24	BGL	SF&P electricity	£20.44
25.11.24	Cartwright Landscape	Final 2024 invoice	£333.00
27.11.24	Alison Robinson	Red pen, pavilion key	£7.49
29.11.24	HMRC	PAYE October minus 52p to correct error	£157.68
29.11.24	Alison Robinson	Salary October	£632.72
Total			£1,859.66
2.12.24	Liz Julia	Storage	£15.00
2.12.24	Ark DIY Ltd	Second shed roof repair	£350.00
2.12.24	BMKALC	Training listed building/conservation areas	£50.00
3.12.24	St Mary's	Venue hire June and July TPC mtgs	£60.00
3.12.24	TS Electrical LTD	Replacement of 3 emergency lights	£198.00
9.12.24	Yu-Energy	Streetlighting	£46.53
9.12.24	Yu-Energy	Streetlighting	£14.21
10.12.24	Fire Guard Services Ltd	Annual fire testing and servicing	£604.68
11.12.24	HP Inc UK Ltd	Laptop	£635.03
12.12.24	Theo Gray	Laptop setup, initiation of domain change	£150.00
12.12.24	Theo Gray	Microsoft 365 business licence	£120.96
13.12.24	SLCC HQ	Membership subscription 2025	£150.00
17.12.24	BGL	SF&P electricity	£20.26
30.12.24	HMRC	PAYE October includes backpay	£217.20
31.12.24	Alison Robinson	Salary October includes backpay	£868.56
Total			£3,500.43

11.3 TPC **noted** the financial position on 30 November 2024:

Bank Statement Balance as at 30.11.24		
Current Account	85516813	£11,574.99
Reserve Account	85516821	£23,881.57
Total Bank Accounts		
Cash Book Receipts		
Opening Balance as at 1.11.24.		£21,596.96
Add Receipts		£171.59
Less Payments		£1,859.66
Closing Balance as at 30.11.24		£19,908.89

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- 11.4 TPC **noted** the financial position on 31 December 2024

Bank Statement Balance as at 31.12.24		
Current Account	85516813	£8,357.84
Reserve Account	85516821	£23,909.84
Total Bank Accounts		£32,267.68
Cash Book Receipts		
Opening Balance as at 1.12.24		£19,908.89
Add Receipts		£311.55
Less Payments		£3,500.43
Closing Balance as at 31.12.94		£16,720.01

- 11.5 TPC **resolved** to approve the write-off of the old laptop and the addition of the new laptop to the asset register.

12 Local Elections 1 May 2025

- 12.1 TPC **resolved** to ask the Clerk to prepare a one-page advert encouraging residents to stand as councillors for the next edition of Thornborough News.

Action: Clerk to take forward.

13 Urgent Matters for Report and/or the Next Agenda

- 13.1 TPC **resolved** to approve a request from Cllr Morgan to arrange a working party to undertake some work in the village and on the sports field before the growing season.

14 Next Meeting

- 14.1 Wednesday 19 February 2025, at 7pm, in Thornborough Village Hall

Meeting closed at: 9.05pm

Chair's signature

Date: