

Thornborough Parish Council (TPC)

Minutes of the Meeting of the Parish Council on Wednesday 19 March 2025

Present: Mary Taylor (Chair); Richard Burdon (items 7 - 13); Richard Dove; Rupert Bursell; Lynn Morgan; Micheal Synnott.

In Attendance: Alison Robinson (Clerk).
Cllrs Ade Osibogun (items 1 – 9 (b)) and Anja Schaefer (Buckingham East Ward).
Cllr John Chilvers (Winslow Ward).

1 Apologies for Absence

- 1.1 TPC **resolved** to approve Cllr Ray Goodger's apologies.
- 1.2 TPC **noted** the apologies from Cllr Howard Mordue (Buckingham East Ward).

2 Declaration of Interest in Items on the Agenda

- 2.1 No interests were declared.

3 Minutes of the Meeting of TPC on 19 February 2025

- 3.1 TPC **resolved** to approve the minutes of the meeting on 19 February 2025. 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 There were no reports from the ward cllrs because of the pre-election period/purdah.

6 Buckingham and Villages Community Board (B&VCB)

- 6.1 TPC **noted** the B&VCB meeting on 27 February 2025 was the final meeting before the forthcoming restructuring of the community boards after which TPC would be part of the North Bucks Community Board.
- 6.2 TPC **resolved** to ask the Clerk to write to Alice Williams (Manager, B&VCB) to thank her for her support and wish her well for the future.
Action: Clerk to take forward.

7 Annual Parish Assembly (APA) on Wednesday 26 March 2025

- 7.1 TPC **noted** the oral reports provided by Cllrs Taylor, Morgan and Dove, about the arrangements for the APA focus.
Action: Cllrs Taylor, Morgan and Dove to lead on the APA preparations. If possible, all councillors to attend the APA.

8 Annual Activity Schedule

2024/5 annual activity schedule

- 8.1 TPC **noted** the activities scheduled for February 2025 had been completed unless deferred and considered the activities scheduled for the period March – April 2025.

Thornborough Parish Council (TPC)

2025/6 draft annual activity schedule

- 8.2 TPC **noted** the 2025/6 activity schedule would require revision after the forthcoming local elections to reflect changed councillor responsibilities.
- 8.3 TPC **noted** the election nomination period commenced on Tuesday 18 March at 10am and would close on Wednesday 2 April at 4pm.
- 8.3 TPC **approved** the 2025/6 meeting dates for the third Wednesday of the month except in August, December and April when meetings were not normally held.

9 Environment and Facilities

Flooding

- 9.1 Cllr Taylor explained Buckinghamshire Council was unable to provide road closure signs for TPC to retain because only Buckinghamshire Council was authorised to close roads under emergency measures for legal reasons. When the roads and/or pavements become impassable due to flooding or other reasons residents were asked to call:

Buckinghamshire Council Emergency Hub

- Office hours: 01296 382416
- Out of office hours 01296 486630.

- 9.2 Cllr Morgan said she hoped the riparian owners who needed to undertake work would take advantage of the improving weather conditions. She reminded TPC about the need to walk the parish waterways. Cllr Morgan also expressed disappointment that she had not been informed in advance of the Lower End Bridge inspection as requested. She pressed for the Lower End Bridge desilting to take place whilst the water levels were currently at a low level.

- 9.3 Cllrs Burdon and Synnott volunteered to join Cllrs Morgan, Taylor and Dove when they walk the parish waterways. Cllrs Osibogun undertook to find out whether the Lower End Bridge desilting had been scheduled.

Action: as outlined in minute 9.3 above.

Improved Safety for Brakes Crossroad

- 9.4 The Chair of Nash Parish Council would work with the Clerk, on behalf of TPC, to press Buckinghamshire Council to improve safety at Brakes Crossroads.

Action: Clerk to take forward.

Maintenance Priorities for 2025/6

- 9.5 TPC **noted** the information provided by the Clerk.
- 9.6 TPC **resolved** to use Thornborough eNews advertise the current bench by the pond to the parish residents without charge on a first come first served basis after the replacement bench was installed. The posting must explain how the new owner would be responsible for collecting the uninstalled bench from by the pond.

Action: Cllrs Morgan, Taylor and Dove to discuss with the Clerk the delivery and installation of the replacement bench for by the pond.

Tree Survey

- 9.7 Cllr Morgan reported on the success of the volunteer work party on Sunday 2 March and said there was now a plan to hold a volunteer work party to undertake work in the centre of the village and near the pond.

Action: Cllr Morgan to lead the next volunteer work party, provide the Clerk with the risk assessment and complete the required attendance sheet.

Allotments

- 9.8 TPC **noted** the information provided by the Clerk.
- 9.9 Cllr Dove said when he had recently turned the water back on after the winter months the Allotment water meter encasement was still full of water. He undertook to use a sponge to bail it out at some point.

Action: Cllr Dove.

Thornborough Parish Council (TPC)

Sports Field and Pavilion

Pavilion weekly checks

- 9.10 TPC **noted** the information about the heating provided by the Clerk at the previous meeting was incorrect. The programming of the heaters would be returned after the election and before the winter set in again.

- 9.11 Cllr Morgan said she had moved the temperature and humidity monitor in right changing room to the under 18s changing room to because the spring sunshine was distorting the readings when she undertook the latest weekly inspection.

Pavilion electricity meter

- 9.12 TPC **noted** the information provided by the Clerk.

Football goalpost and goalmouth

- 9.13 TPC **noted** the information provided by the Clerk.

Action: TPC to discuss the goalpost and goalmouth again after the election.

Playground

- 9.14 TPC **noted** the information provided by Cllr Morgan.

Action: Cllr Morgan to attend the next quarterly operational inspection to seek advice about whether it would be prudent to order additional parts for the bridge.

Ecological Biodiversity Project

- 9.15 TPC **noted** the information provided by Cllrs Morgan and Dove.

- 9.16 TPC **resolved** to endorse the change of project title from 'Pond and Biodiversity' to 'Ecological Diversity'.

Thornborough Village Hall

- 9.17 Cllr Morgan said she represent the Village Hall Trustees (as well as TPC) at the Annual Parish Assembly.

Pump Replacement Top

- 9.18 Cllr Goodger had not received the replacement pump top replacement.

Memorial Tree Request

- 9.19 As previously agreed, the matter would now be removed from the agenda.

10 Planning

- 10.1 TPC **noted** there had been no new planning application consultations since its previous meeting in February.

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

- 10.3 TPC **noted** the Class Q Planning Application Briefing prepared by Cllr Synnott and the information he highlighted in his introduction. Specifically, his concerns about increased surface water runoff which could potentially lead to increased local flooding.

- 10.4 The Chair warmly thanked Cllr Synnott and encouraged TPC to take account of the briefing when considering future planning applications.

11 Finance Report

- 11.1 TPC **noted** the receipts received in February 2025:

Date	Received From	Description	Other Income
4.2.25	T&T Fundraisers	Noticeboard funding	£1,392.75
28.2.25	Nat West PLC	Reserve Account Interest	£22.95
Total			£1,415.70

Thornborough Parish Council (TPC)

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

Date	Recipient	Description	Amount
3.2.25	Liz Julia	Storage	£15.00
6.2.25	Kompan Ltd	Bridge Parts	£50.40
10.2.25	Yu-Energy	Streetlighting	£51.06
10.2.25	Yu-Energy	Streetlighting	£15.00
12.2.25	Theo Gray	IT Support	£70.00
17.2.25	BGL	SF&P electricity	£19.73
24.2.25	Ark DIY Ltd	Community Noticeboard Installation	£220.00
26.2.25	Alison Robinson	Batteries	£4.48
28.2.25	HMRC	PAYE January	£164.80
28.2.25	Alison Robinson	Salary January	£658.88
Total			£1,269.35

11.3 TPC **noted** the financial position on 28 February 2025:

Bank Statement Balance as at 28.2.25		
Current Account	85516813	£5,041.67
Reserve Account	85516821	£23,959.75
Total Bank Accounts		£29,001.42
Cash Book Receipts		
Opening Balance as at 1.2.25		£28,855.07
Add Receipts		£1,415.70
Less Payments		£1,269.35
Closing Balance as at 28.2.25		£29,001.42

11.4 TPC **noted** the information provided by the Clerk, specifically:

- (a) The official address for Thornborough Parish Council from 1 April 2025 would be:
PO Box 6562, Milton Keynes, MK10 1BZ.
- (b) Her request for the purchase of a phone for the TPC Clerk to be deferred.
- (c) The change of bank would be deferred until after the local elections.
- (d) The TPC IT support advised there was little point in donating the old laptop to charity because its version of Microsoft windows would cease to be supported in a few months' time. He anticipated it would cost c£35 to wipe all the data before it could be recycled for 'component harvesting'.

Action: Clerk to take forward the matters outlined.

11.5 TPC **resolved** to approve the direct debits and standing order for the 2025/6 financial year:

Type	Payee	Details
DD	Anglian Water	Allotment account – annual based on actual (not estimated) reading
DD	Anglian Water	Sports Field and Pavilion account – annual based on actual (not estimated)
DD	British Gas	Pavilion electricity - based on consumption pcm
DD	Information Commissioner Office	Annual certification – increase from £35 to £47 announced for calendar year 2026
DD	Royal Mail	TPC PO Box – 1 April and 1 October 2025
DD	Yu-Energy	Streetlighting (account 2000121835) - variable pcm
DD	Yu-Energy	Streetlighting (account 2000121836) - variable pcm
SO	Liz Julia	Archive storage - £15 pcm

Thornborough Parish Council (TPC)

12 Urgent Matters for Report and/or the Next Agenda

- 12.1 TPC **resolved** to thank Thornborough Infant School for the notification about the works taking place during the Easter closure.
- 12.2 The Chair reminded the councillors about the nomination procedures and schedule for the forthcoming local elections.

13 Dates of the 2025/6 Meetings

- TPC Annual Meeting, Wednesday 21 May 2025, 7pm, Thornborough Village Hall
- TPC Meeting, Wednesday 18 June 2025, 7pm, Thornborough Village Hall
- TPC Meeting, Wednesday 15 July 2025. 7pm, Thornborough Village Hall
- August 2025 – No TPC Meeting
- TPC Meeting, Wednesday 16 September 2025, 7pm, Thornborough Village Hall
- TPC Meeting, Wednesday 15 October 2025 7pm, Thornborough Village Hall
- TPC Meeting, Wednesday 19 November 2025, 7pm, Thornborough Village Hall
- December 2025 – No TPC Meeting
- TPC Meeting, Wednesday 21 January 2026, 7pm, Thornborough Village Hall
- TPC Meeting, Wednesday 18 February 2026, 7pm, Thornborough Village Hall
- TPC Meeting, Wednesday 18 March 2026, 7pm, Thornborough Village Hall
- April 2026 – No TPC Meeting

Meeting closed at: 8.28pm

Chair's signature

Date: