

Thornborough Parish Council (TPC)

Minutes of the Meeting of the Parish Council on Wednesday 18 March 2026

Present: Cllrs Mary Taylor (Chair); Richard Burdon; Lynn Morgan; Michael Synnott.

Absent: Cllr Rupert Bursell.

In Attendance: Alison Robinson (Clerk) and 1 member of the public.
Cllr John Chilver, Horwood Ward Buckinghamshire Council.

1 Apologies for Absence

1.1 TPC **resolved** to approve the apologies from Cllr Will Morris.

2 Declaration of Interest in Items on the Agenda

2.1 No interest were declared.

3 Minutes of the Meeting of TPC on 18 February 2026

3.1 TPC **resolved** to approve the minutes of the meeting on 18 February 2026. The minutes were then signed by the Chair as an accurate record.

4 Public Participation Session

4.1 No matters were raised.

5 Thornborough Flood Action Group (TFAG)

5.1 Cllr Morgan gave an oral overview of her TFAG report for the next edition of Thornborough News – attached as the **Appendix** to these minutes.

6 The Pavilion

6.1 TPC **noted** the report from the meeting with the Chair of Thornborough Cricket Club (TCC) on 25 February 2026.

6.2 TPC **resolved** to approve the recommendations for the initial remedial work:

- Removal of moss and the replacement of the broken roof and ridge tiles
West Est Co Ltd, T/A Oxfield Park £800
- Replacement of guttering, fascias, soffits, barge boards, gutter, downpipes and cladding. Including the installation of eaves trays and fascia vents.
Towcester Double Glazing £2,287.39 (plus VAT).

Action: Cllr Taylor.

7 Annual Parish Assembly (APA) 8 April, 7.30pm, TVH¹

7.1 TPC **resolved** to approve the APA plan prepared by Cllrs Morgan and Taylor.

Action: Cllrs Morgan and Taylor.

8 Request from Thornborough and Thorton Fundraising Group

8.1 TPC **resolved** to approve the request from the Fundraising Group to use the village green in September for a barn dance, subject to the provision of a risk assessment and event insurance, and on the understanding that vehicles would be prevented from parking on the village greens.

Action: Clerk.

¹ Thornborough Village Hall.

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9 Annual Activity Schedule

9.1 TPC **noted**:

- (a) The activities scheduled for February 2026 had been completed.
- (b) The activities scheduled for March and April 2026.
- (c) The request from the Clerk for the identification of any corrections and/or changes and/or additions to the 2026/7 Annual Activity Schedule.

9.2 TPC **resolved** to approve the TPC meeting dates for 2026/7 on the third Wednesday of the month except in August, December and April when meetings were not normally held.

10 Environment and Facilities

Tree Survey

10.1 TPC **noted** the oral update provided by Cllr Morgan about the approved actions from the Autumn tree survey.

Action: Cllr Morgan to continue to take forward.

Allotments

10.2 TPC **noted** the information provided about the water infrastructure.

Playground

10.3 TPC **resolved** to approve the recommendations made by Cllr Morgan:

- (a) The quote multi-unit glider.
- (b) To ask the resident who had previously undertaken repairs to the surface about undertaking some further work.

Action: Cllr Morgan to take forward and provide the Clerk with the information required for the TPC files.

Sports Field and Pavilion

10.4 TPC **noted** the oral report provided by Cllrs Morgan and Taylor about the Sports Field stream clearance.

Village Pond and Ecological Biodiversity Project

10.5 TPC **noted** the request from Cllr Morgan for changes to the 2026 grass cutting and groundwork contract, and the Buckinghamshire Council mowing schedule to encourage increased by biodiversity.

Action: Cllrs Morgan and Taylor to take forward with the Clerk for approval by TPC before the 2026 contract work and Buckinghamshire Council mowing commenced.

Thornborough Village Hall

10.6 Cllr Morgan provided an oral report about the current maintenance work.

11 Finance Report

11.1 TPC **noted** the following receipt:

Date	Received From	Description	Amount
25.2.26	SLCC	Publication refund	£149.40
Totals			£149.40

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

Date	Recipient	Description	Amount
2.2.26	Storage provider	Storage	£15.00
6.2.26	J M Fencing	Playground Fence	£114.00
18.2.26	Cartwright Landscapes Ltd	Outstanding invoice Sept	£569.14
20.2.26	Valda Energy	Streetlighting	£134.32
20.2.26	Valda Energy	Pavilion electricity	£37.77
25.2.26	Cllr Morgan	Paint for tree roots	£27.89
27.2.26	HMRC	PAYE	£167.20
27.2.26	Clerk	Salary February	£668.96
28.2.26	UTB	February service charge	£6.00
Total			£1,740.28

11.3 TPC **noted** the financial position on 28 February 2026:

Bank Statement Balance as at 28.1.26		
UTB Current Account	20538950	£9,012.10
UTB Reserve Account	20538963	£27,779.06
Total Bank Accounts		£36,791.16
Cash Book Receipts		
Opening Balance		£38,382.04
Add Receipts		£149.40
Less Payments		£1,740.28
Closing Balance as at 28.2.26		£36,791.16

11.4 TPC **resolved** to approve the following Direct Debits and Standing Order for the financial year 2026/7:

Type	Payee	Details
DD	Anglian Water	Allotment account 233683401– annual DD based on actual not estimated readings
DD	Anglian Water	Sports Field and Pavilion (SF&P) account 327005501 – annual DD based on actual not estimated readings
DD	ICO (Information Commissioners Office)	Annual certification for 2027 calendar year
DD	Valda Energy	Streetlighting 253229 - variable pcm
DD	Valada Energy	SF&P electricity 253229 - variable pcm
SO	Provider	Archive Storage - £15 pcm

12 Planning

12.1 TPC **noted** there had been no new planning application consultations since the previous meeting.

12.2 TPC **noted** the ongoing planning matters report.

12.3 TPC **noted** the following investigation was being undertaken: by Buckinghamshire Council and thanked Cllr Chilver for his help with the matter:

Planning Enforcement EN/26/00170/COU

Land North of, Bletchley Road, Thornborough

Alleged change of use of land to residential through siting of a caravan for residential purposes.

12.4 TPC **noted** the Homeless and Highways Teams were also involved, and thanked Cllr Chilver for referring the matter to Buckinghamshire Council.

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13 Assertion 10 – IT Policy

- 13.1 TPC **resolved** to approve the 'lite' IT policy prepared for BMKALC² by Cloudy IT:
[Model IT policy for town and parish councils](#)

14 Complaints Policy

- 14.1 TPC **resolved** to approve the Complaints Policy:
[Complaints Policy.pdf](#)

15 Equality and Diversity Policy

- 15.1 TPC **resolved** to approve the Equal Opportunities Policy:
[Equality and Diversity Policy.pdf](#)

16 Buckinghamshire Council

- 16.1 Cllr Chilver provided an update Leckhampstead Road. He would raise with the Local Area Technician the damaged sign before the bridge on the Leckhampstead Road and the Back Street ford which was unsafe for cars following the previously reported flood damage.

17 North Bucks Community Board (NBCB)

- 17.1 Cllrs Burdon had sent his apologies for the NBCB meeting on 17 March 2026.

18 Urgent Matters for Report and/or the Next Agenda

- 18.1 Cllr Synott confirmed his resignation with immediate effect and said he was willing to help as a volunteer with future TPC activities.
- 18.2 TPC thanked Michael Synnott for his time as a councillor.
Action: Clerk to inform Buckinghamshire Council and undertake the other legal/administrative formalities.

19 Dates of Future Meetings

- 19.1 20 May 2026
17 June 2026
15 July 2026
16 September 2026
21 October 2026
18 November 2026
20 January 2027
17 February 2027
17 March 2027
All meetings will be held in Thornborough Village Hall, commencing at 7pm.

20 Confidential Matters

This part of the meeting was restricted to the TPC councillors and the clerk

Clerk/Responsible Financial Officer (RFO) Recruitment

- 20.1 TPC **resolved** to approve interview panel's recommendation and the draft contract of employment.

² Buckinghamshire and Milton Keynes Association of Local Councils.

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Request from the Current Clerk/RFO

20.2 TPC **resolved** to approve:

- (a) The carry over 5 days pro-rata annual leave from the current leave year to the new leave year commencing on 1 April 2026.
- (b) The accrual of leave during the paid supported handover to my successor in June 2026.
- (c) Payment for (a) and (b) above plus the leave accrued in the period 1 April – 31 May 2026.

Meeting closed at: 7.58pm

Chair's signature

Date:

Thornborough Flood Action Group (TFAG) Report

TFAG continues to work with Buckinghamshire Council Flood Team and Riparian owners on flood mitigation in the village.

Residents are supportive of our efforts despite delays by the IDB (Internal Drainage Board) in clearing silt and vegetation at Lower End. This is caused by the heavy machinery required being busy in Padbury and Steeple Claydon. We are assured that we are next on the list. We are also waiting for the Highways Dept to undertake actions in the village when funding becomes available in their new financial year. This will include the unblocking of identified drains and other matters related to the roads.

In the meantime, a group of volunteers from the village have helped to clear the gullies on the Thornton Road and Back Street to allow water to flow into ditches thus reducing the level of flooding at Lower End. This has meant that the road closure times are reduced. **We are looking for a willing volunteer with a digger to help us** find the old pipe that we believe may have collapsed under the old gate by the plastic drums. We believe that this pipe takes the water from the ditch and into Cowerde Drain across the corner of the field by Hatchett Leys Bridge. Any volunteers to assist with this would be most welcome.

You will have noticed that contractors have been brought in by TPC to clear the Sports Field stream to allow the high levels of water to leave the village quickly. We have regained a lovely view of the stream. A site for summer picnics or watching wildlife? It is also a possible area for wildflowers as part of improving biodiversity in the village. **Ideas are very welcome please!**

The Annual Parish Assembly for residents is to be held at 7.30pm on Wednesday 8 April in the Village Hall. Along with issues concerning residents and reports from the community groups/organisations, the main focus will be helping us to cope with the continuing heavy rainfall that causes flooding in Thornborough. Come and bring your questions and we will try to answer them. We will have information and input on **Flood Resilience** (what to do before, during and after a flood) and information on **Nature Based Solutions** that might help Thornborough cope with the increasingly heavy rainfall. Come and find out about 'leaky dams', field corner bunds, buffer zones and flood plains.

Cllr Lynn Morgan
March 2026