

# Great & Little Kimble cum Marsh Parish Council

## Notice of the Annual Meeting of Great & Little Kimble cum Marsh Parish Council

To: Cllrs J Austin, D Williams, G Redding, D Burton, A Jones, J Good, J Cripps

You are hereby summoned to a meeting of the Parish Council to be held Kimble Stewart Hall Committee Room on

**Wednesday 11<sup>th</sup> May 2016 at 7pm** for the purposes of transacting the following business

***Members of the Public are welcome to attend***

### AGENDA

**1 Election of Chairman**

To elect the Chairman of the Parish Council and receive the Chairman's Declaration of Acceptance of Office, to be signed in the presence of the Clerk.

**2 Election of Vice Chairman**

To elect a Vice Chairman of the Parish Council

**3 To appoint 3 members of the Planning Working Group and appoint 1 as Chairman**

**4 Apologies**

*To receive and accept any apologies for absence*

**5 Declaration of interest in any item on this agenda by a member**

**6 Minutes**

*To agree and sign the minutes of the Parish Council meeting of 13<sup>th</sup> April 2016*

**7 To approve payments for May 2016**

| Payments for approval at May 2016 Meeting |                        |                             |                  |
|---|------------------------|-----------------------------|------------------|
| 911                                       | Julie Bunker           | Clerks Salary               | £312.50          |
| 912                                       | Julie Bunker           | Clerks Expenses             | £50.25           |
| 913                                       | Came & Co              | Annual Insurance (balance)  | £47.35           |
| 914                                       | Kimble Stewart Hall    | Meeting Room Hire 2016/17   | £213.20          |
| 915                                       | MHP                    | Website Updating Plan       | £828.00          |
| 916                                       | Richard Billyard       | Grass Cutting and bin empty | £622.00          |
|   | <b>Total for month</b> |                             | <b>£2,073.30</b> |

**8 Planning Applications and appeals**

*To review and confirm the responses made to Wycombe District Council by the planning committee.  
(Updated list sent prior to meeting)*

**9 To receive a report from the meeting with Penelope Tollitt and Cllr Clive Harriss**

**10 Local Priorities Funding Award – Church Lane – Update and next steps**

**11 Playground Refurbishment - Update - Cllr Delia Burton**

**12 Mobile VAS – To agree a rota for installation around the Parish**

**13 Bank Mandate - Update**

**14 Correspondence, reports and Issues from Councillors and Parish Clerk**

- **Parish Council maintained areas (to include grass cutting, play area, litter bins etc)**
- **Report/Issues from Clerk**
  - *Request for installation of dog waste bins in the Parish*
- **Reports/Issues from Councillors**
- **Correspondence Received**

**15 To receive items for inclusion on the agenda for the**

**Julie Bunker**  
Clerk

5<sup>th</sup> May 2016

**Minutes of the Parish Council Meeting of Great and Little Kimble cum Marsh held on  
Wednesday 13<sup>th</sup> April 2016 at Kimble Stewart Hall at 7.30pm**

Prior to the start of this meeting a short time will be allocated, subject to the sole discretion *Chairman of the meeting,*  
*for statements or questions from members of the public*

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**Attendance**

Councillor Delia Burton, Councillor Gerald Redding, Councillor Alun Jones, Clerk: Julie Bunker

**1. Apologies**

*To receive and accept any apologies for absence*

Apologies were received and accepted from Councillor John Austin, Councillor David Williams and Councillor James Cripps.

With the absence of the Chairman, Cllr James Good was elected as Chairman of the meeting.

**2. Declaration of interest in any item on this agenda by a member**

There were not declared

**3. Minutes**

*To agree and sign the minutes of the Parish Council meeting of 9<sup>th</sup> March 2016*

The minutes were unanimously agreed and were signed by the Chairman

**4. To review accounts up to end of March 2016 and approve payments for April 2016**

The Clerk presented the Accounts and payments, which were unanimously approved

| <b>Payments for approval at April 2016 Meeting</b> |                        |                           |                  |
|--|------------------------|---------------------------|------------------|
| 903  | Julie Bunker           | Clerks Salary             | £312.50          |
| 904  | Julie Bunker           | Clerks Expenses           | £29.00           |
| 905  | Mrs D Goodchild        | Rest and be thankful Rent | £20.00           |
| 906  | WDALC                  | Subscription              | £10.00           |
| 907  | Community Impact Bucks | Subscription              | £50.00           |
| 908  | MHP                    | Domain Hosting            | £72.00           |
| 909  | Sharp Fencing          | Bus Shelter repair        | £162.00          |
| 910  | Came & Company         | Parish Council insurance  | £501.23          |
|  | <b>Total for month</b> |                           | <b>£1,156.73</b> |

**5. Planning Applications and appeals**

*To review and confirm the responses made to Wycombe District Council by the planning committee.  
(Updated list sent prior to meeting)*

All the current applications were reviewed and comments, where applicable, agreed.

It has been reported that there was building works going ahead at Willow Croft, Marsh, which do not have planning consent, the Clerk has reported this to WDC who are investigating and will report back.

**6. Playground Refurbishment Update - Cllr Delia Burton**

Cllr Burton reported that Sovereign had misquoted for the next phase of the playground refurbishment as they had included the removal of the swings which is not part of this phase. The re-quote is now £9984, which is now slightly below budget. It was unanimously agreed to accept this requote.

**7. Mobile VAS – Rota for installation and update on repair**

This was held over to the next meeting as it was unclear when the MVAS would be returned after its repair.

**8. Parish Council Insurance Renewal**

*To approve Hiscox as our insurance provider for this year and for the next 3 years at a 5% reduction on the renewal.*

It was unanimously agreed to go with Hiscox as our insurers and to sign up for the 3 year plan.

**9. Bank Mandate**

*To approve the new bank mandate and for Councillors to sign and agree to visit the bank, if necessary, to provide identification.*

Lloyds Bank have been very unhelpful with this matter, a new mandate form has eventually been received but will require all signatories to attend the branch with proof of ID. Lloyds still maintain that the mandate we have been working from for the last 3 years does not exist.

**10. Playground Inspection**

*To agree to commission the annual playground safety inspections via Wycombe District Council*

It was unanimously agreed to commission this inspection.

**11. Local Priorities Funding Award – Church Lane (moved to item 4 on the agenda)**

To resolve to cover the shortfall of the award to enable all the feasibility studies to be carried as per Transport for Bucks Project Initiation Document.

Mr Mike Hannaford attended the meeting to discuss this issue and it was agreed that the Clerk would go back to BCC to query the Initiation and Common cost element of PID as it was believed that BCC had said if the feasibility study for the Layby was removed this cost was not applicable, this would leave a significantly reduced financial burden on the Parish Council and School.

It is unclear if the traffic survey being carried out, as part of the School expansion,

**12. Correspondence, reports and Issues from Councillors and Parish Clerk**

- **Parish Council maintained areas (to include grass cutting, play area, litter bins etc)**
- **Report/Issues from Clerk**
  - Report of overflowing Cess pit at Willow Croft, reported the WDC Environmental Health who are investigating.
  - Email received from a resident of Kimblewick asking to the PC to consider traffic calming near her home. The Clerk will arrange a meeting between the resident and Councillors to discuss.
- **Reports/Issues from Councillors**
  - Cllr Jones requested that the PC purchase a new flag for the flag pole outside the Swan.
  - The Clerk was asked to investigate if the Defibrillators would need servicing.
- **Correspondence Received**

**13. To receive items for inclusion on the agenda for the Annual Meeting of the Parish Council to be held on 11<sup>th</sup> May 2016 at 7pm in the Kimble Stewart Hall Committee Room followed by the Annual Parish Meeting at 8pm in the main hall.**

Signed.....

11<sup>th</sup> May 2016

| 7-Apr-16                                   |          | Planning Proposals     |                    |               | Brief description of proposal   | Current status of application  | Comments  |
|--|----------|------------------------|--------------------|---------------|---|--|---|
| 14/07190/FUL                               | 20-08-14 | The Bernard Arms Hotel | Risborough Road    | Great Kimble  | Demolition of existing public house and erection of 1 x detached 4 bed dwellinghouse and 2 x 3 bed semi-detached dwellinghouses and detached triple garage  | Awaiting decision by WDC (expiry dates for comment 9th October 2014)   | Objection Comments submitted                                  |
| 15/06133/FUL                               | 28-04-15 | OS Parcel 3479         | Marsh Lane         | Bishopstone   | Change of use of land from Traveller site for the siting of one mobile home & 2 touring caravans to a Traveller site with four plots each with 2 caravans & 1 detached utility block, hard standing, landscaping and shared use of package treatment plant  | Awaiting decision by WDC (expiry dates for comment 2nd June 2015)      | Objection Comments submitted and District Councilor Contacted |
| 16/05816/FUL                               | 05-04-16 | Olive Cottage          | Church Lane        | Gt Kimble     | Householder application for change of use of half of garage area to use as playroom with alterations  | Awaiting decision by WDC (expiry dates for comment 4th May 2016)       | Awaiting Decision from WDC                                    |
| 16/05452/CLE                               | 05-04-16 | Stables Farm           | Marsh Road         | Little Kimble | Certificate of Lawfulness for the retention of building as residential use and two raised patio areas with steps adjacent to the aforesaid building   | Awaiting decision by WDC (expiry dates for comment 26th April 2016)    | Awaiting Decision from WDC                                    |
| <b>CHANGE OF STATUS SINCE LAST MEETING</b> |          |                        |                    |               |   |  |   |
| 16/05454/FUL                               | 22-02-16 | Walnut Tree            | Risborough Road    | Little Kimble | Householder application for construction of single storey extension to existing detached garage to provide home office  | Awaiting decision by WDC (expiry dates for comment 30th March 2016)    | Application Refused   |
| 16/05326/FUL                               | 22-02-16 | Timboroa               | Upper Icknield Way | Caddesden     | Householder application for demolition of existing garage to side and front balcony, construction of raised roof, roof extension/alterations, construction of two storey rear extension and two storey front extension with associated external alterations | Awaiting decision by WDC (expiry dates for comment 23rd March 2016)    | Application Refused   |
| 16/05148/FUL                               | 27-01-16 | The Red House          | Church Lane        | Gt Kimble     | Householder application for construction of two storey side extension, alterations to roof and construction of detached outbuilding   | Awaiting decision by WDC (expiry dates for comment 24th February 2016) | Awaiting Decision from WDC                                    |
| <b>NEW APPLICATIONS SINCE LAST MEETING</b> |          |                        |                    |               |   |  |   |
| 16/05687/FUL                               | 07-04-16 | Briarden               | Cadesden Rd        | Gt Kimble     | Erection of detached barn to accommodate a horse wash, grooming bay and machinery store   | Awaiting decision by WDC (expiry dates for comment 9th May 2016)       | Awaiting Decision from WDC                                    |

## Information for Item 10 on May 2016 Agenda

| <b>ELEMENT</b>   | <b>BUDGET ESTIMATE</b> |
|--|------------------------|
| Initiation and Common Costs  | £1,989                 |
| FEASIBILTY 1 - Church Lane Layby   | £4,215                 |
| FEASIBILTY 2 - Review of Signing on Church Lane  | £481                   |
| FEASIBILTY 3 - Consider improved signage on A4010 to indicate HGV restrictions on Church Lane                          | £481                   |
| FEASIBILTY 4 - Consider advisory 20mph limit on Church Lane.   | £266                   |
| FEASIBILTY 5 - 2no. Permanent Speed limit assessments on both Church Lane and A4010.                                   | £1,615                 |
| FEASIBILTY 6 - Central pedestrian refuge on A4010 immediately north of Church Lane near to layby by Ellesborough Road. | £3,837                 |
| <b>TOTAL</b>   | <b>£12,885</b>         |


The common costs would be applicable to the two large elements (Feasibility 1 - Church Lane layby and Feasibility 6 - Pedestrian Refuge on A4010), whether considered in isolation or combined. The other smaller elements would not incur this initiation cost if considered on their own.

It was presented this way to allow the Parish to use it as a shopping list for measures. E.g. If the Parish want to consider a feasibility study for the Lay-by only (as was the LAF bid), the cost would be £1,989 + £4,215. If Feasibility 6 Refuge only was selected, then the cost would be £1,989 + £3,837. If both Feasibility 1 and 6 were progressed together the cost would be £1,989 + £4,215 + £3,837.

The other elements (2,3,4, and 5) are much less significant and the cost for these can be considered in isolation or in addition to the large elements.





# Great and Little Kimble cum Marsh Parish Council

## Locations for MVAS signs around the Parish

|   |   |
|---|---|
|    | <p>Site 1 – 30mph - Marsh<br/>Marsh<br/>MVAS to be installed on 30mph repeater sign between Woodhouse Cottage and Meadowbrook Cottage.</p> <p>Possible use with temporary extension tube on top of post to gain height</p>  |
|    | <p>Site 2 – 30mph – Marsh – between Meadow Brook Cottage and Vere Cottage - Marsh</p> <p>MVAS to be installed on 30mph repeater or bend sign depending on direction of use.</p> <p>Possible use with temporary extension tube on top of post to gain height on repeater sign.</p> |
|  | <p>Site 3 – 30 mph Marsh Road – Clanking- Outside Holly Tree Cottage - Little Kimble</p> <p>MVAS to be installed on 30mph repeater with possible use of temporary extension tube on top of post to gain height</p>  |
|  | <p>Site 4 – 40 mph - B4009 – Lower Icknield Way – Gt Kimble<br/>Between Hollybush Farm and first house</p> <p>MVAS to be installed in with ground screw and post</p>  |
|  | <p>Site 5 – 40mph – B4009 Grove Lane – O/s Grove Farm</p> <p>MVAS to be installed on 40mph repeater</p>   |

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## Locations for MVAS signs around the Parish

|   |   |
|---|---|
|    | <p>Site 6 – 40mph - A4010 – Station Road – O/S Hatch Furlong (just before Kimble Stewart Hall – Southbound)</p> <p>MVAS to be installed on 40mph repeater with possible use of temporary extension tube on top of post to gain height</p> |
|    | <p>Site 7 – 40mph – A4010 – Risborough Rd – OS Griffin House School</p> <p>MVAS to be installed on bend sign</p>  |
|   | <p>Site 8 – 40mph – Kimblewick Road – Gt Kimble</p> <p>MVAS to be installed on 40mph repeater with possible use of temporary extension tube on top of post to gain height</p>   |
| <p>No photo available – heavy traffic due to road works – unsafe to stop</p>        | <p>Site 9 – 40mph - A4010 – Risborough Road – Gt Kimble</p> <p>Approx opp entrance to Doe Hill Farm</p> <p>MVAS to be installed in with ground screw and post</p>   |
|  | <p>Site 10 – 30mph – Bridge Street – Gt Kimble</p> <p>Opposite Red Kites</p> <p>MVAS to be installed in with ground screw and post</p>  |

# GREAT & LITTLE KIMBLE CUM MARSH PARISH ANNUAL PARISH MEETING

TO BE HELD AT  
KIMBLE STEWART HALL  
ON  
WEDNESDAY 11<sup>TH</sup> MAY 2016 AT 8PM

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## AGENDA

1. Welcome by the Chairman
2. Chairman's Annual Report
3. Report from the Kimble Stewart Hall Committee
4. Forthcoming projects
5. Open forum

*This is your chance to meet your Councillors, ask questions, give suggestions and become involved in your Community*

*Attendees will be invited to join the Councillors for refreshments after the meeting*



