

# Great & Little Kimble cum Marsh Parish Council

## Notice of a 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 **14<sup>th</sup> February 2018** at 7.30pm to transact the following business

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

### AGENDA

**1. Apologies**

*To receive and accept any apologies for absence*

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

**3. Minutes**

*To agree and sign the minutes of the Parish Council meeting held 10<sup>th</sup> January 2018*

**4. To review accounts and approve payments for February 2018**

Payment for approval February 2018 Meeting			
1035	Clerks Salary	Feb-18	£312.50
1036	Clerks Expenses	Feb-18	£22.00
1037	TBS	Waste bin collection	£32.40
1038	Playdale	50% Deposit	£3,144.60
1039	SLCC	Subscription	£84.00
Neighbourhood Plan Expenses			
1034	Sue Howgate	Printing Expenses	£30.00
1033	Bucks Herald	Call for sites notice	£507.00
1040	KSH	Room hire	£18.00
	<b>Total for month</b>		<b>£4,150.50</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)*

**6. Kimble Stewart Hall - Report from Committee members (Cllrs Burton and Redding)**

**7. Neighbourhood Plan**

- To note minutes and receive progress report from the Working Group
- To approve recommendations from the Kimble NP Working Group

**8. Playground – Update on works**

**9. Closure of St Nicholas Churchyard – information update**

**10. HS2 Funding for Pegasus Crossing – information update**

**11. Correspondence, reports and Issues (for information only)**

- *Clerks Report*
- *Reports/Issues from Councillors*
- *Correspondence Received*

**12. To receive items for inclusion on the agenda for the next meeting to be held on Wednesday 14<sup>th</sup> March 2018**

**Julie Bunker**  
Clerk

**8<sup>th</sup> February 2018**

# Minutes of meeting of Great and Little Kimble cum Marsh Parish Council held on Wednesday 10<sup>th</sup> January 2018 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

Cllr John Austin (Chairman), Cllr Gerald Redding, Cllr Alun Jones, Cllr Delia Burton, Cllr David Williams, Cllr James Good, Julie Bunker (Clerk)

## 1. Apologies

*To receive and accept any apologies for absence*

Apologies were received and accepted from Cllr James Cripps

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

None were declared

## 3. Minutes

*To agree and sign the minutes of the Parish Council meeting held 13<sup>th</sup> December 2017*

## 4. To review accounts and approve payments for January 2018

The accounts were noted and payments agreed

Payment for approval January 2018 Meeting			
1027	Clerks Salary	Jan-18	£312.50
1028	Clerks Expenses	Jan-18	£22.00
1029	TBS	Waste bin collection	£32.40
1030	RCOH Ltd	Response to AVDC Local Plan Consultation	£720.00
Neighbourhood Plan Expenses			
1031	RCOH Ltd	Reponse to WDC Local Plan consultation	£720.00
1032	Kimble Stewart Hall	Committee Room Hire 20/11/17	£18.00
1026	Bucks Free Press	Call for Sites Advert	£932.40
<b>Total for month</b>			<b>£2,757.30</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)*

**CC/0121/17** – Great Kimble School – it was agreed that we would respond with support for this application.

## 6. Kimble Stewart Hall - Report from Committee members (Cllrs Burton and Redding)

Cllr Redding reported that the hall committee do not meet in January but the Smoke Alarms are now fitted and it is hoped that Voneus will be able to bring free broadband access to the hall later this year.

## 7. Neighbourhood Plan

- To note minutes and receive progress report from the Working Group
  - The minutes were noted.
  - Call for sites has been distributed and notices put into the press – closing date of 18<sup>th</sup> February 2018.
  - A drop-in meeting will be held on February 10<sup>th</sup> at Kimble Stewart Hall. This is allow members of the public access to talk to members of the NPWG and find out more about the Plan and how it is progressing. Refreshments will be available.
  - The SEA (Strategic Environmental Assessment) will be carried out by WDC, RCOH will draft an SEA Scoping document and carry out site assessments, under the guidance of the NPWG.

- To approve recommendations from the Kimble NP Working Group
  - It was agreed that, for good governance, that 2 members of the Parish Council should step aside from the NPWG. Cllr John Austin agreed that he would stand down from the NPWG, and it was suggested that Cllr James Cripps be the other member to stand aside. This does not preclude them from attending the NPWG meetings.

**8. Playground – To agree costings and deposit payment and to discuss wording for signage**

Cllr Burton reported that she had negotiated another £200 off the cost off the agreed cost for the replacement play equipment. Playdale’s terms are 50% prior to work starting and 50% 7 days after completion.

Wording and logos were agreed for the new signs and these will be ordered at the same as the equipment and will save on delivery.

**9. Correspondence, reports and Issues (for information only)**

- *Clerks Report*
  - *Nothing further to report*
- *Reports/Issues from Councillors*
  - *Numerous potholes along Bridge Street and Church Lane – The Clerk will report.*
  - *It looks like we may be able to get funding up to £60k from HS2 to fund a Pegasus Crossing by the Swan PH. The clerk will talk to TFB be to establish costs/feasibility.*
  - *The Clerk will chase up several planning issues still outstand with WDC*
- *Correspondence Received*
  - *All email correspondence received has been circulated to Councillors and, where necessary, added to the agenda for discussion.*

**10. To receive items for inclusion on the agenda for the next meeting to be held on Wednesday 14<sup>th</sup> February 2018**

Chairman.....

Date: 14<sup>th</sup> February 2018

Unaudited accounts for the year April 2017- March 2018												Great and Little Kimble cum Marsh Parish Council			
												Budget tracker			
	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	Total	Budget	Balance
<b>Receipts</b>															
Lloyds Bank Deposit Account Interest	0.35	0.32	0.34					1.68					2.69	3.00	0.31
Precept from WDC / Grant		22780.64				22219.36							45000.00	45000.00	
Neighbourhood Plan Grant Funding								9000.00					9000.00	9000.00	
Refund of VAT / Insurance Claim								3113.08					3113.08	3000.00	-113.08
KSH Rent/Wayleave income from utilities CIL/S106			1.00		34.17	1.00			1.00				37.17	39.00	1.83
BCC Agency Receipts															
Other															
<b>TOTAL RECEIPTS</b>	0.35	22780.96	1.34		34.17	22220.36		12114.76	1.00						
<b>Payments</b>															
General Admin	53.94	267.45	31.00	91.80		185.62	330.46	48.16	48.73	22.00			1079.16	2062.00	982.84
Staff Costs	312.50	432.50	312.50	625.00		312.50	312.50	312.50	312.50	312.50			3245.00	3875.00	630.00
Neighbourhood Plan Kimble Stewart Hall						17.50	17.50	1046.50	1714.24	1395.00			4190.74	10000.00	5809.26
Open Spaces (not incl Grass Cutting)		20.00											20.00		-20.00
Maintenance/Inspections of Assets				610.00			72.00						682.00	1000.00	318.00
Grass Cutting/Bin Emptying	639.50	687.00	755.00	784.50		1449.80	781.50	696.00	54.00	27.00			5874.30	6400.00	525.70
Grants				250.00									250.00	850.00	600.00
Parish Projects 2017/18 (Kerbing/Playground)	23.44	1800.00	7200.00			120.00	4200.00			600.00			13943.44	20778.00	6834.56
Website Costs	795.98	17.98		15.00			15.00						843.96	900.00	56.04
Subscriptions	169.65		30.00										199.65	400.00	200.35
VAT Payments	163.88	367.09	1450.80	125.00		42.36	891.10	200.00	325.80				3566.03	3000.00	-566.03
S137									100.00	400.80			500.80	100.00	-400.80
<b>TOTAL PAYMENTS</b>	2158.89	3592.02	9779.30	2501.30		2127.78	6620.06	2303.16	2555.27	2757.30				49365.00	
<b>RECEIPTS less PAYMENTS</b>	-2158.54	19188.94	-9777.96	-2501.30	34.17	20092.58	-6620.06	9811.60	-2554.27	-2757.30					
<b>Cash Summary</b>															
<b>Lloyds Bank</b>															
Opening Balance	9321.88	7162.99	23334.61	16573.10	14072.01	14106.18	34198.76	27578.70	37333.62	34779.35					
Receipts less payments	-2158.54	19188.94	-9777.96	-2501.30	34.17	20092.58	-6620.06	9811.60	-2554.27	-2757.30					
Closing Balance	7163.34	26351.93	13556.65	14071.80	14106.18	34198.76	27578.70	37390.30	34779.35	32022.05					
<b>From Statements</b>															
Lloyds Bank Deposit Account	8042.48	8043.15	8043.49	8043.49	8043.49	8043.49	8043.49	8045.17	8045.17	8045.17					
Lloyds Bank Current Account	7162.99	23334.61	17304.10	15437.01	14356.18	34548.76	27578.70	37388.62	34880.15	32022.05					
less unpaid cheques & plus non credited receipts		223.00	731.00	1365.00	250.00	350.00	55.00	55.00	100.80	537.00					
<b>Lloyds Bank Current Account NET</b>	7162.99	23334.61	16573.10	14072.01	14106.18	34198.76	27523.70	37333.62	34779.35	31485.05					
<b>Total net Net bank balance</b>	15205.47	31600.76	25347.59	23480.50	22399.67	42592.25	35622.19	45433.79	42925.32	40067.22					
<b>Total Funds (End Month)</b>	<b>15205.47</b>	<b>31600.76</b>	<b>25347.59</b>	<b>23480.50</b>	<b>22399.67</b>	<b>42592.25</b>	<b>35622.19</b>	<b>45433.79</b>	<b>42925.32</b>	<b>40067.22</b>					
General Reserve	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00			
<b>Net available funds</b>	7205.47	23600.76	17347.59	15480.50	14399.67	34592.25	27622.19	37433.79	34925.32	32067.22	-8000.00	-8000.00			

## Kimble Stewart Hall Committee

### Minutes of the Kimble Stewart Hall Committee Meeting held on Wednesday 6<sup>th</sup> December 2017 at 7pm

#### 1 Attendance and Apologies

##### Attendance

Delia Burton  
Gerald Redding  
Julie Bunker  
Richard Needle  
John Simmons  
Maggie Kaye

Apologies:- Sue Howgate

#### 2 To agree and sign the minutes from Meeting of 1<sup>st</sup> November 2017

The Minutes were agreed and signed as a correct record.

#### 3 Matters Arising from minutes not included in this Agenda

No extra information

#### 4 Information update (items not covered in the agenda)

- PRS have revised the annual payment – this is slightly less than last year as our annual income is reduced.
- Sue Howgate has ordered more toilet rolls and mop up towels.
- Sue Howgate has spoken to Julia re the dog mats and they will now be put back in the cupboard in the ladies toilets
- Date for taking down the decorations to be sent by email.
- The next meeting will be 7<sup>th</sup> February 2018 – no meeting in January.
- A lengthy discussion was held about the new Stewart Hall signage. It was agreed that more enquires were needed before a final vote could be taken. Delia Burton to look into other options.

#### 6 Treasurer Report – December 2017

Current Account balance £8692.64

Deposit account balance £7000.00

I would like to propose our customary Christmas box for our Cleaner, Doreen, Booking Secretary, Amanda and Handy man, Terry. Last year was £25 and I would like to propose the same again this year.

We have reworded our one-off hire invoices to make it clearer that we do bank the £100 deposit, we had one hirer who sent two cheques expecting the £100 deposit cheque not to be banked unless there was a problem.

Voneus Broadband – I have been in contact with Voneus and it looks like we will be able to

have free Wi-Fi for the hall.

## 7 **Booking Secretary's Report**

- There are currently three confirmed bookings for December and four enquiries.
- Chiltern Hills have sent the 2018 dates and Mary Tate (Whist).
- Tony Mahoney (Entente Cordiale) wants to show the hall to new caterers.

## 8 **Fund Raising Events**

- **Theatre in our Village**  
Still booked for 19<sup>th</sup> May 2018
- **Casino Night**  
The Casino Night deposit has been sent.  
Fish and chips would be included in the price of £15.00  
Richard Needle will do the tickets and Delia Burton and Sue Howgate will do the bar. There will be a further discussion regarding the Licence and drinks on 7<sup>th</sup> February 2018.

## 9 **Maintenance**

- A big thank you to Terry Kaye for sorting out the stage and outside open drain.
- The front doors have been repaired
- It was noted that there was a split in one of the doors – Delia to investigate
- The main hall decorations have been booked for August 2018 at the cost of £3,250.00 It was agreed that a another quote is needed.
- Stage lighting – we are exploring upgrading
- John Simmons has arranged for an exterior window cleaner to come every 2 months at £25 per session. This was agreed by the Committee.
- Gerald Redding mentioned LED bulbs could be purchased at 10 for £25 plus VAT

## 10 **Health and Safety**

- Sue Howgate has confirmed membership of Community Impact and has received details of Safety and Fire Inspections from their advisory department.

## 11 **Any Other Business** **None**

**Signed .....**      **Dated .....**

# Kimble Neighborhood Plan Working Group Meeting: Minutes

Date 17/01/2018

Time: 7.30 pm

Venue: Stewart Hall Committee Room

**Attendees:** Alun Jones , Delia Burton, Gerald Redding , James Good, Robert Martin, Roger Howgate, Sue Howgate , Tim Shirra, Zeena Shirra, Leo Todd, Tom Dixon

**Absent:** Iona Mackinnon, John Austin, James Cripps, David Williams

	AGENDA ITEM	MINUTES
1.	Minutes of last meeting:	Approved with the following addendums: <b>Addendum 1 (Leo Todd):</b> section 4d of update to action owner (section 4d) now with Neil. <b>Addendum 2 (Leo Todd):</b> Statement by Leo Todd, in his capacity as the Chairman of Kimble Pasture Ltd (beneficial owners of part of parcel 198 as identified in WDC's HEELAA document). Leo reported that following a Special General Meeting of Kimble Pasture Ltd, held at the Stewart Hall the previous evening, the land owned by the Company will not be offered for development in the coming "call for sites" exercise. Furthermore, speaking in his capacity, along with his wife, as owner of the strip of land that form the easternmost side on 198, Leo also stated that his land would not be offered for development either. Kimble Pasture planned to send a letter to WDC concerning this and other matters once all four of its directors were back in the UK but were content that this decision be put in the public domain through the KNP team minutes.
2.	Potential conflicts of interests a. Declare and minute b. Re-clarify position	NO SITES DISCUSSED DURING THIS MEETING Agreed that members with land interest cannot take part in discussions or assess their own sites. The policy and conflicts of Interest will be made public. ACTION: James to send revised policy and form to the group.
3.	Drop-in Session and Call for Sites Update from Sue and Next Steps	Sue provided a progress update, explained session format and requested additional volunteers. The sub-group have decided on an approach to capture comments and questions in a 'Register' which will be responded to after the event. ACTION: Delia, Tom, Robert and Gerald to attend along with Leo, Roger and Sue. Zeena to help set up 9am ACTION: Gerald has been working on initial set of FAQs for the website. Leo to support circulate and obtain feedback before posting on website. ACTION: Leo to get source maps of AONB, Greenbelt and SSI and print them + post of website. ACTION: Leo suggested all should read My Community Guidelines ahead of the event.
4.	Selection Criteria and process definition	James explained the next steps in the process. Neil will issue draft scoping document for group review before submitting to WDC. AGREED: Site assessments will begin after the deadline date but submissions will be accepted after the deadline. AGREED: James to invite Neil to next meeting (after Call for Sites deadline), so that he can help with 'pre-screening' and assessment criteria. In the meantime the group could look at the Bledlow plan to see what criteria they applied.
5.	Actions/updates on grant funding from My Community	Delia reminded all grant funding to be used by end of March and requested <b><u>all expenses must go via Delia.</u></b> ACTION: Delia/James to agree invoicing schedule with Neil.

		ACTION: Delia to apply for next grant funding by end of Feb.
6.	Update on project schedule/plan	No amendments made to v5.0 which was circulated to the team ahead of the meeting. ACTION: Zeena to provide a 'display' version to Sue. ACTION: Sue to create a pictorial version for the 10 <sup>th</sup> .
7.	Outstanding actions from previous meeting	ACTION: Tom to check site terminology is consistent on the website. ACTION: a couple of people still need to submit their Biographies. ACTION: All to submit revised Declaration of Interest.
8.	Confirmation of next meeting date	Agreed: 21 <sup>st</sup> Feb ACTION: James G to invite Neil. The meeting may start earlier than 7:30pm.
9.	A.O.B.	Sue thanked team for delivering leaflets.