

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 **Wednesday 13th December 2017** 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 on 8th November 2017

4. To review accounts and approve payments for December 2017

Payments for approval December 2017 Meeting			
1019	RBL	Poppy Wreath	£100.00
1021	Clerks Salary	Dec-17	£312.50
1023	Clerks Expenses	Dec-17	£48.73
1024	TBS	Oct/Nov	£64.80
Neighbourhood Plan Expenses			
1020	Mrs Sue Howgate	Expenses	£103.24
1025	RCOH	Invoice 2	£1,890.00
			£36.00
Total for month			£2,555.27

5. To review income/expenditure, budget and agree precept for FY 2018/19

6. 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)*

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

8. Neighbourhood Plan

- To note minutes and receive progress report from the Working Group
- To approve recommendations from the Kimble NP Working Group
- To discuss and agree funding for work by RCOH Ltd on responses WDC NLP

9. To discuss and agree funding for RCOH Ltd to undertake a formal response from the Parish Council to the Aylesbury Vale Local Plan.

10. Playground – update on costings for new equipment vs repair and to agree expenditure– Cllr Delia Burton

11. Pecuniary interests - please check for any changes to your current Councillor DPIs and confirm to the clerk there is no change or submit a new form (attached) if necessary.

12. Correspondence, reports and Issues (for information only)

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

13. To receive items for inclusion on the agenda for the next meeting to be held on Wednesday 10th January 2018

Minutes of meeting of Great and Little Kimble cum Marsh Parish Council held on Wednesday 8th November 2017 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*
1 member of the public in attendance

Attendance

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

1. Apologies

To receive and accept any apologies for absence

None received

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 on 11th October 2017

The minutes were agreed and signed by the Chairman

4. To approve payments for November 2017

The Clerk apologised for the error on the payment list, cheque 1014 should read £48.16. The accounts were noted and amended payments approved

1014	Clerks Salary	Nov-17	£312.50
1015	Clerks Expenses	Nov-17	£48.16
1016	Richard Billyard	Grasscutting	£696.00
Neighbourhood Plan Expenses			
1017	Kimble Stewart Hall	Committee Room and hall Hire	£46.50
1018	RCOH	Invoice 1 for Inception	£1,200.00
	Total for month		£2,303.16

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)

It was noted that there were a number of overdue determinations

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

Cllr Redding reported that the hall roof had now been repaired. The contractors had discovered that one of the downpipes was blocked this will be investigated. A jumble sale organised in aid of the Hall funds raised £220. The Chairman of the Hall Committee had circulated a future expenditure plan which was noted by the Parish Council, the Clerk will send a note of thanks to Sue Howgate. The Clerk will also contact Voneous about installing Wi-Fi at the hall.

7. Neighbourhood Plan

- To note minutes and receive progress report from the Working Group
 - Visioning workshop has taken place, awaiting draft report from RCOH Ltd
 - WDC Local Plan out for consultation at present, the NP will follow behind this.
 - There was some doubt that the WDC sustainability assessment was correct and will be looked into.
- To approve recommendations from the Kimble NP Working Group
 - The minutes were noted.

8. WDC New Local Plan Consultation – to agree a response

Detail can be found here: <https://www.wycombe.gov.uk/pages/About-the-council/Have-your-say/Consultations/Consultation-Publication-of-the-Wycombe-District-Local-Plan.aspx>

Cllr James Good will contact Neil Homer of RCOH Ltd to discuss how or if we should respond to this consultation.

9. The Chiltern Conservation Board – to consider a request for a grant of £500

The request was discussed and it unanimously agreed that it would not be granted. It was felt that the CCB have not campaigned enough against HS2 locally and also our current financial commitment to the Neighbourhood Plan must take precedence.

10. AVDC Local Plan Consultation – to agree a response

Details can be found here: <https://www.aylesburyvaldc.gov.uk/section/vale-aylesbury-local-plan-valp-2013-2033>

Cllr James Good will contact Neil Homer of RCOH Ltd to discuss how or if we should respond to this consultation

11. Computer support and anti-virus protection for Parish Laptop

This was discussed and agreed that we would not take up this option, support would be paid for if and when necessary. Sophos Anti-virus software to be installed on the PC Laptop. The Clerk confirmed that all documents were backed up in Dropbox and on an external drive.

12. Playground – update on costings for new equipment vs repair – Cllr Delia Burton

Cllr Burton was still awaiting a report back from Sovereign on the RoSPA Playground inspection. Cllr Burton had also met with Playdale and is awaiting a quote for the replacement of the rotten wooding stepping apparatus with a new piece of equipment and this may be more cost effective than repairing the posts. Sovereign have quoted £600 for servicing the zip wire. All cost will be collated for next month's meeting and a decision made then.

13. Correspondence, reports and Issues (for information only)

- *Clerks Report*
 - One footway weed killing quote received, awaiting another. Cllr Alun Jones to follow up.
- *Reports/Issues from Councillors*
 - Dislodged kerb stone at entrance to Marsh from Bishopstone
- *Correspondence Received*

All email correspondence received has been circulated to Councillors and, where necessary, added to the agenda for discussion.

14. To receive items for inclusion on the agenda for the next meeting to be held on Wednesday 13th December 2017

Chairman.....

Date: 13th December 2017

Great and Little Kimble cum Marsh Parish Council

Draft Budget and Precept 2018-19

December 2017

Overview

This table assumes that we will freeze the precept at last year's figure, but with the grant money already received and the additional likely to come our way, it may well be excessive.

Account Balance at end Nov 17			£45,443.00
Committed budget for Salary/subscriptions/fees till end March 2018	£3,000.00		
Committed spend from grant for NP (£9k less expenditure to date)	£7,815.50		
	£10,815.50		
Total funds at end March 2018			£34,627.50
Expected income 2018/19			
Precept			£45,000.00
Localities Grant for NP			£6,000.00
Total			£85,627.50
Expenditure for 2018/19			
Standard budget items	£17,141.00		
Ear marked funds for School traffic and Parking Issues	£3,000.00		
Ear marked funds for Kerbing in Marsh	£10,000.00		
General Reserves	£8,000.00		
Neighbourhood Plan expenditure	£10,000.00		
	£48,141.00		
Funds available at end of FY 2018/19			£37,486.50

Reserves

We hold £8000 as general reserves. This should be reviewed, I suggested perhaps we up this to £10k as it is suggested that this should be approx. one third of the precept.

Playground Maintenance

We need to decide on a budget for maintenance costs of the equipment in the playground. We had not had much maintenance of late due to the installation of new equipment so it is difficult to estimate a figure. I have used £2k in this budget.

Replacement of equipment should be a separate expenditure.

Great Kimble School Projects

We have committed to £3000 towards funding of safety and parking issues around Church Lane/A4010 and we now have cost relating to the feasibility studies on these projects to consider. This project is currently on hold.

Kerbing in Marsh

There is a budget of £10k for kerbing work in Marsh, we need to decide if this project is going to go ahead and if we keep the funds earmarked.

**Great and Little Kimble cum Marsh Parish Council
Draft Budget and Precept 2018-19
December 2017**

Points for consideration

This year we spend a considerable sum on siding out footways along the A4010, these will now need to be maintained to keep the width of the footway, weedkilling at least twice a year.

The Bus Shelters are in need of wood treatment.

Neighbourhood Plan costs – are there likely to be expenditure not covered by the grants?

Any other projects Councillors may wish to undertake

Draft Budget 2018/19		
Staff Cost	3750	
Payroll Administration	125	
Office Sundries	200	
Milage Expenses	100	
Office/Telephone/Broadband	216	
Grass Cutting	6500	
Dog waste and bin emptying	400	
Playground Maintenance and Safety Inspeicton	2000	
Insurance	800	
Hire of Hall for all PC Meetings	400	
Website Annual Fee	700	
Website Extras	200	
Subscriptions (CPRE/SLCC/BALC/WDALC etc)	400	
Internal/External Audit fees	400	
Usual Grants		
Friends of Kimble School Donation	250	
Parish Magazine Donation	600	
RBL Wreath (S137)	100	
	17141	17141
Projects 2017/18		
Neighbourhood Plan	10000	
Total	10000	10000
		27141

**Great and Little Kimble cum Marsh Parish Council
Draft Budget and Precept 2018-19
December 2017**

Great and Little Kimble cum Marsh Parish Council			
Precept History	Precept	Change in year	%%% Change
Precept 2002/3	8000.00		
Precept 2003/4	10165.00	2165.00	27.06%
Precept 2004/5	15200.00	5035.00	49.53%
Precept 2005/6	19600.00	4400.00	28.95%
Precept 2006/7	25000.00	5400.00	27.55%
Precept 2007/8	20000.00	-5000.00	-20.00%
Precept 2008/9	20000.00	0.00	0.00%
Precept 2009/10	17000.00	-3000.00	-15.00%
Precept 2010/11	21000.00	4000.00	23.53%
Precept 2011/12	17000.00	-4000.00	-19.05%
Precept 2012/13	26000.00	9000.00	52.94%
Precept 2013/14	25000.00	-1000.00	-3.85%
Precept 2014/15	25000.00	0.00	0.00%
Precept 2015/16	30000.00	5000.00	20.00%
Precept 2016/17	30000.00	0.00	0.00%
Precept 2017/18	45000.00	15000.00	50.00%

Planning Applications for discussion at December 2017 Meeting

7/Dec/17	Date of application	Address			Brief description of proposal	Comments	Current status of application
16/08454/FUL	24/01/2017	Land at Stables Farm	Marsh Road	Little Kimble	Application for erection of single storey 3-bed detached dwelling (Retrospective)	Objection comments submitted	Awaiting decision by WDC (expiry dates for comment 22th February 2017)
17/07378/FUL	18/09/2017	The Orchard	Grove Lane	Gt Kimble	Erection of 7 dwellings comprising a mix of 2 x 2 bed, 3 x 3 bed and 2 x 5 bed houses(including 2 Starter Homes) with associated vehicular access, landscaping, bin/cycle store and new detached garage for The Orchards		Awaiting decision by WDC (expiry dates for comment 11th October 2017) Extension applied for PC comments
17/07500/FUL	14/09/2017	Clematis Cottage	Lower Icknield Way	Gt Kimble	Erection of 1 x 3 bed detached dwelling with detached garage and parking area		Awaiting decision by WDC (expiry dates for comment 20th October 2017)
17/07501/FUL	14/09/2017	Willowcroft	Marsh Lane	Marsh	Householder application for construction of single storey side extension and front porch (part retrospective)		Awaiting decision by WDC (expiry dates for comment 20th October 2017)
17/07500/FUL	28/09/2017	The Red House	Church Lane	Gt Kimble	Householder application for construction of x2 two storey side extensions and alterations to roof (alternative scheme to PP 16/07983/FUL)		Awaiting decision by WDC (expiry dates for comment 24th October 2017)
CHANGE OF STATUS SINCE LAST MEETING							
17/07354/FUL	30/08/2017	Kimsale House	Brookside Lane	Little Kimble	Householder application for construction of garden room extension to west elevation with glazed veranda		Application refused
17/07403/FUL	22/09/2017	The Red House	Church Lane	Gt Kimble	Householder application for construction of detached outbuilding (alternative scheme to PP 16/07983/FUL)		Application refused
NEW APPLICATIONS SINCE LAST MEETING							
17/08028/PNP3Q	13/10/2017	Old Rifle Range Farm	Risborough Road	Great Kimble	Prior notification application (Part 3, Class Q) for change of use of existing agricultural building to create 1 x 2 bed dwelling (Use Class C3) and associated operational development		Awaiting decision by WDC (we are not a statutory consultee on this application)
17/08175/FUL	22/11/2017	Kimble Free Church	Grove Lane	Little Kimble	Erection of single storey rear/side extension incorporating entrance porch and ramp to west elevation		Awaiting decision by WDC (expiry dates for comment 15th December 2017)

Kimble Stewart Hall Committee

Minutes of the Kimble Stewart Hall Committee Meeting held on Wednesday 1st November 2017 at 7pm

1 Attendance and Apologies

Attendance

Sue Howgate
Gerald Redding
Peter Parsons
John Simmons
Delia Burton
Julie Bunker
Richard Needle
Maggie Kaye

2 To agree and sign the minutes from Meeting of 4th October 2017

The Minutes were agreed and signed as a correct record.

3 Matters Arising from minutes not included in this Agenda

Action Points

- Sue Howgate reported that the Dog Training Class had not accepted the good will gesture of £18.00
- St. Nicholas Church had sent their thanks regarding using the Stewart Hall on 11.11.17.
- Sue Howgate had contacted the Art Group regarding the clearing up after the class and there should be an improvement in the future.

4 Information update (items not covered in the agenda)

None

5 Treasurer's Report November 2017

Current Account balance £9362.63

Deposit account balance £5219.38

Jumble Sale profit was £186, many thanks to all those who helped, it was a fun morning. Many thanks also to the WI who have donated and extra £30 from the sale of their produce on the day.

A couple of overdue invoices but these are regular hirers, I don't want to name and shame just yet!

I have transferred £1780.62 from our current account to the deposit account so the balances are now

Current - £7431.51

Deposit - £7000.00

Booking Secretary's Report

- Sue Howgate has received a compliment from a Caterer stating how well the hall was run. The Committee suggested this be posted on the website.

Booking System, Invoices and Calendar Measures for greater efficiency

- One-off hirer enquiries to be given deadline to confirm
- Chasing regular hirers for future dates in advance of last known date
- Folder (electronic and paper) with booking dates, invoice number (and contact details) for organisations who book and are invoiced in blocks e.g. WI; Horticultural Society, Lodges
- Ask questions such as event and age group
- Invoice numbers on calendar

7 Stewart Hall Expenditure planning

Sue Howgate will send the proposed expenditure planning detailed below to the Parish Council.

Completed Work

Repairs to roof £500

Security Lights £250

Future Work

Hearing loops £500 both rooms £50 annual Service

Gas Boiler £3000 need to have in reserve

LED bulbs

Front Doors

External Drains

Main Hall Decoration (August 18)

Curtain cleaning £500 (fire resistance)

Stage Lighting

Kitchen Equipment – glasses, plastic cups, milk jugs etc.
(£12 for 12 wine glasses; £32 for 48)

Towel Dispensers Toilets, Kitchen £150

Small maintenance tasks £500

NB Some of the above costs are maintenance of building fabric.

Last financial year's costs:

£7193 costs to run hall
income £11,496.25

Hall maintenance will be higher - polishing floor etc.

Delia Burton will contact Alan Jones regarding the Wi-Fi and internal doors.

The Committee discussed finding a specialist cleaner for the hall on a three monthly basis as well as a window cleaner.

The hall also requires a sign and £1,000.00 should be allocated for this.

8 Fund Raising Events

- **Theatre in our Village**

Delia Burton informed the Committee that the date has been set as 19th May 2018

- **Casino Night**

Richard Needle confirmed Saturday 3rd March 2018 and would require sending a £50 deposit cheque. An early reminder of the event to be posted in the village newsletter.

9 Maintenance

- The detector on the corner of the hall needs checking.

10 Health and Safety

- A hearing loop is required for the hall and Sue Howgate will find out details of suppliers

11 Any Other Business

- The Christmas decorations were discussed. Committee members will decorate the hall if it is free on Sunday 3rd December at 11.00 am.

Signed **Dated**

Kimble Neighbourhood Plan Working Group Meeting: Minutes

Date 15/11/2017

Time: 7.30 pm

Venue: Stewart Hall Committee Room

Working Group members: Alun Jones (AJ), Gerald Redding (GR), Iona Mackinnon (IM), James Good (JG), James Cripps (JC), Robert Martin (RM), Roger Howgate (RH), Sue Howgate (SH), Thomas Dixon (TD), Tim Shirra (TS), Zeena Shirra (ZS)

Apologies: Leo Todd (LT), John Austin (JA), David Williams (DW)

Agenda

1. Minutes of last meeting: approved
2. Review of Survey feedback analysis, ongoing actions:
Decision made to postpone discussion of analysis results until next meeting, with Leo and Sheila
Thanks duly noted and recorded for the amount of work and effort that went into the thorough analysis, particularly by Sheila.
3. Website
Sue indicated she now can receive emailed enquiries via the website and has received one already.
Further discussion to be had next meeting when Leo is at the meeting.
4. Review/discussion of scenarios from RCOH, ongoing actions
Regarding the 'Setting the scene' section of the document:
 - SH indicated a point on terminology: that a number of people refer to the 'village green' (as opposed to the "children's play area" outside the pub) as being a kind of village centre, which is not reflected in the report
 - SH commented the points on broadband were now not entirely accurate as there had been recent developments to improve provision of broadband in places.
 - Where the school is mentioned, SH wanted it noted that the governors are looking to slightly increase the parking at the school and this will make some difference in as much as it will remove some staff cars from the road.

Regarding the seven scenarios put forward in the OH report: there was general discussion of these before moving to consider some of the pros and cons of each scenario and the sites indicated therein. **Action:** It was agreed that ZS would tabulate the points made into a separate matrix/spreadsheet in order to facilitate analysis.

Points from the general discussion:

- TD indicated his view that some of the desired benefits expressed in survey responses, such as better paths may only be deliverable viably through larger developments
- RH questioned the merits of simply accepting site recommendations put forward in the WDC's plan so far, and that other sites not indicated there may well be worth consideration.
- It was agreed that it would be reasonable for the working group to review the sites, including from the perspective of landscape sensitivity, and to conduct our own assessments from the vantage points of Coombe Hill, Beacon Hill and Whiteleaf Hill in order to confirm, supplement or provide an alternative perspective to that made by Wycombe. **Action:** JG to confirm suggested date for review

5. Update and any actions on grant funding from My Community: DB confirmed that the grant funding has been released to us, and that she has created an expenses form for WG members to use
6. Update on Project schedule/plan: will now be using OH's schedule – for discussion at next meeting.
7. Confirmation of next meeting date: **Dec. 20th**

8. A.O.B.

Register of Members Interest

I, a member of Parish Council, give notice that I have set out below the Disclosable Pecuniary Interests which are required to be notified to the Monitoring Officer at Wycombe District Council further to the provisions of the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

IMPORTANT: Please read the accompanying notes *before* completing each section of the form

1. Employment, office, trade, profession or vocation

2. Sponsorship

3. Contracts

4. Land

5. Licences

6. Corporate Tenancies

7. Securities

Signed:
Parish Councillor

Date:

RECEIVED:

Signed:
Monitoring Officer of the District Council

Date:

NOTES FOR GUIDANCE FOR DISCLOSABLE PECUNIARY INTERESTS

Please:

- Write Clearly and in CAPITALS
- Do NOT include any abbreviations or acronyms
- Ensure that you enter “None” in any of the boxes under headings where there is nothing to be registered
- Ensure that if you do not have a spouse or civil partner or equivalent, you enter “N/A” in the right hand column of the notification boxes
- Ensure that you sign and date the notification
- Be aware that it is an offence to fail to register interests in accordance with the Act

Whose interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, or

- those of a spouse or civil partner of the member or co-opted member
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners

(In each case where the member or co-opted member is aware that the other person has the interest)

The form provides for you to indicate whether the interest is yours or that of your spouse or civil partner or equivalent.

When should the monitoring officer be notified of disclosable pecuniary interests?

As a member or co-opted member you must, before the end of 28 days beginning with the day on which you became a member or co-opted member of the authority, notify the authority's monitoring officer of any disclosable pecuniary interests which you or your spouse or civil partner or equivalent have at the time when the notification is given.

On re-election or re-appointment as a member or co-opted member you should notify the monitoring officer of any disclosable pecuniary interests which you or your spouse or civil partner or equivalent have, and which you have not previously notified. You should do this before the end of 28 days beginning with the day on which you were re-elected or re-appointed.

Following any disclosure of an interest not on the council's register or the subject of a pending notification, you must notify the monitoring officer of the interest within 28 days beginning with the date of disclosure. (A pending notification is one where the Monitoring Officer has been notified of the interest but it has not yet been entered in the register).

Sensitive Information

If you have an interest the nature of which is that you and the Monitoring Officer of Wycombe District Council consider that disclosure of the details of the interest could lead to you, or a person connected with you, being subject to violence or intimidation, then details of that interest will be excluded from copies of the interests register which are available for inspection, as well as any published version of the register. Those versions may, however, state that you or your spouse or civil partner or equivalent has an interest, the details of which are withheld because of this provision.

Please contact the Monitoring Officer at Wycombe District Council if you wish to discuss this aspect.

Section 1: Employment etc.

You must include “*any employment, office, trade, profession or vocation carried on for profit or gain*”.

Please ensure that

- you include a short description of the activity concerned: for example, "Computer Operator" or "Accountant"
- you give the name of the employer, e.g. the company which pays your salary or wages
- where an office is held, the name of the person or body who made the appointment is given

Section 2: Sponsorship

You must include any payment or provision of any other financial benefit (other than from the Council of which you are a member or co-opted member) made or provided within the relevant period in respect of any expenses incurred by you in carrying out your duties as a member, or towards your election expenses.

(The relevant period being the period of twelve months ending with the day you make a notification).

This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992

Section 3: Contracts

You must include details of any contract between you, or your spouse, civil partner or equivalent, or a body in which either of you have a beneficial interest, and the council of which you are a member or co-opted member:

- under which goods or services are to be provided or works are to be executed; and
- which has not been fully discharged

(A body in which you or your spouse, civil partner or equivalent have a beneficial interest means a firm in which you/they are a partner, or a body corporate of which you/they are a director¹, or in the securities of which you/they have a beneficial interest).

Section 4: Land

You must include details of any land which is within the area of your council in which you or your spouse, civil partner or equivalent have a beneficial interest.

“Land” excludes an easement, servitude, interest or right in or over land which does not carry with it a right for you or your spouse, civil partner or equivalent (alone or jointly with another) to occupy the land or to receive income

Please ensure that:

- you give the address or a brief description to identify the land
- if you live in the area of the council of which you are a member or co-opted member, you include your home under this heading as owner, lessee or tenant

Section 5: Licences

You must include details of any land which is within the area of your council for which you or your spouse, civil partner or equivalent hold a licence (alone or jointly with others) to occupy for a month or longer.

Please ensure that you give the address or a brief description to identify the land.

¹ “Director” includes a member of the committee of management of an industrial and provident society.

Section 6: Corporate Tenancies

You must include details of any tenancy where (to your knowledge) (a) the landlord is the council of which you are a member or co-opted member; and (b) the tenant is a body in which you or your spouse, civil partner or equivalent have a beneficial interest.

(A body in which you or your spouse, civil partner or equivalent have a beneficial interest means a firm in which you/they are a partner, or a body corporate of which you/they are a director², or in the securities of which you/they have a beneficial interest).

Section 7: Securities

You must include details of any beneficial interest of you or your spouse, civil partner or equivalent in securities of a body where:

(a) That body (to your knowledge) has a place of business or land in the area of the council of which you are a member or co-opted member; and

(b) Either

(i) The total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or

(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you or your spouse, civil partner or equivalent have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

Please note that:

- “Securities” means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society
- You do not have to show the extent of your interest

² “Director” includes a member of the committee of management of an industrial and provident society.

