

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 11th April 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 14th March 2018

4. To approve payments for April 2018

Payment for approval April 2018 Meeting			
1049	Playspace	Car Springer	£360.00
1052	Julie Bunker	Apr-18	£312.50
1053	Julie Bunker	Expenses April	£29.00
1054	Community Impact Bucks	Annual Subscription	£55.00
1055	Came and Company	Annual Insurance	£624.80
1056	MHP	Annual website updating plan	£828.00
1057	TBS Hygiene	Dog waste disposal (Feb and March)	£81.00
Neighbourhood Plan Expenses			
1050	Sue Howgate	Expenses	£53.56
1051	Display Marketing	Display stands for NP Exhibition	£591.60
1058	Sue Howgate	Expenses	£9.41
1059	Delia Burton	Expenses	£47.49
1060	Amazon	Printer Ink	£93.59
1061	Post Office	Postage Stamps	£110.99
1062	Kimble Stewart Hall	Room Hire x 2	£36.00
			£3,232.94

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
- To discuss options and agree costings for hosting of the NP Website

8. To consider WDC's request to lobby Parliament for two Unitary Authorities within Bucks rather than a single authority suggested by Bucks County Council.

Please see <https://www.modernisingbucks.org> and for balance <http://futurebucks.co.uk/>

9. Annual Parish meeting – Wednesday 9th May 2018 at 8pm – to discuss agenda items

10. Village Entry gates – to discuss and agree cost for replacement/refurbishment

11. St Nicholas, Great Kimble - Churchyard Closure – to discuss document received from the Church Authorities and costings for general maintenance

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

- *Clerks Report*
B4009 – Update on Crossing proposal
- *Reports/Issues from Councillors*
- *Correspondence Received*

13. To receive items for inclusion on the agenda for the next meeting to be held on Wednesday 9th May 2018 @ 7pm followed by the Annual Parish Meeting at 8pm

Julie Bunker
Clerk

6th April 2018

**Minutes of meeting of Great and Little Kimble cum Marsh Parish Council held on
Wednesday 14th March 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*

Attendance

Cllr Gerald Redding, Cllr Alun Jones, Cllr Delia Burton, Cllr James Good, Cllr James Cripps and Julie Bunker (Clerk)

1. Apologies

To receive and accept any apologies for absence

Apologies were received and accepted from Cllr John Austin (Chairman) and Cllr David Williams. In the absence of Cllr Austin, Cllr Good was unanimously voted as Chairman for this meeting only.

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

Councillors James Cripps and Alun Jones declared an interest in item 7

3. Minutes

To agree and sign the minutes of the Parish Council meeting held 14th February 2018

The minutes were unanimously agreed and signed by the Chairman

4. To approve payments for March 2018

Several new payments have been added to the list distributed with the Agenda pack, all were approved.

Payment for approval March 2018 Meeting			
1042	Clerks Salary	Mar-18	£312.50
1043	Clerks Expenses	Mar-18	£35.59
1046	MHP	Website domain hosting 18/19	£108.00
1047	Playdale	Completion invoice	£3,144.60
1048	Kimble PCC	Newsletter Grant (as per budget)	£600.00
Neighbourhood Plan Expenses			
1041	Risborough Community Centre	Room hire	£50.00
1044	RCOH Ltd	Professional Fees for NP	£4,290.00
1045	KSH	Room hire	£65.50
			£8,606.19

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 new applications were reviewed and comments agreed where necessary.

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

Casino Night raised circa £600 profit.

The five-year electrical testing has taken place, some work will be needed to bring the hall in line with new regulations.

The main hall will be redecorated in August this year.

Drainage issue outside the hall is still under investigation.

Voneus are due to install Broadband into the hall in the near future.

7. Neighbourhood Plan

- o **To note minutes and receive progress report from the Working Group**

The minutes were noted.

The Call for Sites has taken place, there were 35 submissions and circa 10 sites are considered likely to progress to a stage 2 assessment. There will be a further public meeting to let everyone see the sites that were submitted, the assessment criteria and the sites put forward in the plan.

The next steps are to draft the Neighbourhood Plan and lodge the draft with WDC, this should give WDC a legal position to say they have Neighbourhood Plan if any planning applications are put forward.

- **To approve recommendations from the Kimble NP Working Group**
There were no recommendations that needed approval

8. Playground – Update on works

The works have been completed and we have been offered a 'car springer' fitted for £300 plus VAT, usual price would be over £700. This was agreed,

9. HS2 Funding for Pegasus Crossing – information update

The Clerk has been in discussion with TfB regarding this and it appears that we would not be able to have a Pegasus crossing at this point as the layout of the crossing require far more space than is available. Added to which there would be at least 6 lit poles around the crossing which would give a very urban feel to the village. The Clerk will investigate the likely cost of a zebra crossing in the same position.

10. St Nicholas Churchyard Closure – to discuss document received from the Church Authorities

After considerable discussion it was agreed that we are minded to take on the maintenance of the Churchyard but that research needs to take place into the likely cost. The Clerk will get some costs for discussion at the April meeting.

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

- *Clerks Report*
 - *Precept – WDC have made an error in calculating our precept and added the CTS payment to the requested amount. This will now show as a very small increase on Council Tax Bills.*
- *Reports/Issues from Councillors*
 - *Horse Droppings on the footpath alongside the Children's play area had been reported as a problem, however it was felt that this was difficult to address as asking horse riders to use the main road would be too dangerous.*
 - *Cllr Redding asked if it would be possible to put an Unsuitable for HGV sign on the Kimblewick Road at its junction with the B4009. The Clerk will investigate.*
 - *Cllr Redding asked if there was anything that could be done about the exceptionally muddy footpath that runs from the Railway station towards Gt Kimble School. Whilst this is a rural path it is used by commuters and the School as a walk to school route. The clerk will talk to TfB.*
 - *Stoke Mandeville Parish Council have HS2 and EW Rail representatives to their Annual Parish Meeting on April 17th 2018 – Cllrs Jones and Williams will attend.*
- *Correspondence Received*
 - *All email correspondence received has been circulated to Councillors and, where necessary, added to the agenda for discussion.*

12. To receive items for inclusion on the agenda for the next meeting to be held on Wednesday 11th April 2018

None were put forward at this time.

PLANNING FOR DISCUSSION AT APRIL 2018 MEETING

8/Apr/18	Date of application	Address			Brief description of proposal	Comments	Current status of application
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
18/05032/FUL	11/01/2018	Pollard Cottage	Moreton Road	Kimblewick	Householder application for construction of front porch extension, two storey front extension, single storey side extension, part two storey, part first floor, part ground floor rear extension and fenestration alteration to first floor front elevation.		Awaiting decision by WDC (expiry dates for comment 5th February 2018)
18/05147/FUL	29/01/2018	4 Icknield Cott	Ellesborough Rd	Gt Kimble	Householder application for construction of a single storey rear extension		Awaiting decision by WDC (expiry dates for comment 20 February 2018)
18/05358/FUL	12/02/2018	15	Hill View	Gt Kimble	Householder application for construction of 1 x rear dormer window in connection with loft conversion		Awaiting decision by WDC (expiry dates for comment 5th March 2018)
18/05398/FUL	08/03/2018	Old Rifle Range Farm	Risborough Road	Gt Kimble	Conversion of agricultural barn to 1 x 2 bed residential dwelling, associated external alterations, parking and amenity area		Awaiting decision by WDC (expiry dates for comment 29th March 2018)
CHANGE OF STATUS SINCE LAST MEETING							
17/08420/FUL	29/01/2018	Willowcroft	Marsh	Marsh	Householder application for insertion of three dormer windows to rear		Application permitted
18/05541/MINAMD	28/09/2017	6	Hill View	Gt Kimble	Proposed non-material amendment to permission for construction of single storey rear extension and fenestration alterations granted under householder planning ref: 17/05590/FUL		Application permitted
18/05348/PNP16A	08/02/2018	Doe Hill Farm	Risborough Rd	Little Kimble	Prior Notification for installation of a 15m high lightweight lattice style mast, incorporating a total of 3 No. antennas at 11m high and 6 No. transmission dishes at heights of 9m, 12m, 13 and 14m including associated works		Telecom Details Not Required
NEW APPLICATIONS SINCE LAST MEETING							
18/05394/FUL	08/03/2018	Rodney Cottage	Risborough Road	Little Kimble	Householder application for construction of part two storey, part single storey rear/side extensions, detached double garage and car port and new entrance wall and gates	Objection submitted	Awaiting decision by WDC (expiry dates for comment 3 April 2018)
18/05694/FUL	02/03/2018	8 Icknield Cottages	Ellesborough Rd	Little Kimble	Householder application for construction of new detached garden room and shed		Awaiting decision by WDC (expiry dates for comment 25th April 2018)

Kimble Stewart Hall Committee

Minutes of the Kimble Stewart Hall Committee Meeting held on Wednesday 7th March 2018 at 7pm

1 Attendance and Apologies

Attendance

Sue Howgate
John Simmons
Gerald Redding
Delia Burton
Maggie Kaye

Apologies

Richard Needle
Julie Bunker

2 To agree and sign the minutes not included in this Agenda

The Minutes were agreed and signed as a correct copy

3 Matters Arising from minutes not included in this Agenda

None

4 Information update (items not covered in the agenda)

None

5 Treasurer's Report March 2018 - Julie Bunker

Account Balances @ 7th February 2018

Current Account Balance £11062.09

Deposit Account Balance £7000.69

The current account balance includes the £1690 banked from the Casino night and expenses have been paid to Delia Burton and Sue Howgate totalling £423.17

Two outstanding invoices for Minibits that were reported as outstanding last month still remain unpaid. Minibits have been told that they cannot use the hall. Cymbeline have now paid.

The current account balance seems to have crept up again but we have significant expenses in the pipeline for our electrical work and the drain issue.

6 Our Responsibilities as Trustees

- Sue Howgate has emailed the Trustees roles and responsibilities to the Committee Members. A review of the original document will be carried out to bring it up to date with current advice and legislation.

7 GDPR Government Data Protection Regulations

The Committee have been made aware of the data protection principles and agreed that once the hirer has completed their hiring of the hall, information held digitally or on paper should not be kept.

8 Booking Secretary's Report

- Sue Howgate reported that there have been a lot of enquiries for bookings.

- It has been suggested that prospective hirers might like to see more photos of the hall in use on the website.

9 Voneus Internet Connection for hall

- Another meeting with Voneus is required regarding the siting of the equipment following the electrical inspection of the hall.

10 Future Planned Spending

- The estimated cost for redecoration of the hall would be between £3000.00 and £4000.00.
- There would be an additional cost to have the hall curtains cleaned and re fireproofed.
- It was suggested that after the hall redecoration, a deep clean should be carried out.

11 Fund Raising Events - Casino Night

- Sue Howgate reported that £880 profit was made on the night with £88 going to the Rotary Club, The Brickhills.
- A special thank you to Richard for his organising the event and to Mary Redding for selling the raffle tickets and also to all the Committee members for their hard work.

Theatre in the Village –

- Details are needed to enable Sue Howgate to put advert in “What's On”. The ticket price will be £10 each and will be on sale at the beginning of April

13 Maintenance

- The gas boiler has now been stripped down and should be ok for a while. The 5 yearly electrical check has highlighted that any wiring above an exit should be in the correct casing. Remi Chapman is going to carry out this work.
- The fire extinguishers have all been updated and the 5 yearly fire inspection has been carried out.
- It has been noted that there is a lost lid on one of the rubbish bins WDC will replace this.
- Mary Tate reported that there was no lighting in the kitchen on one occasion and it was agreed by the Committee that the Whist night should have a rebate of one free evening.
- Entente Cordiale needs to be contacted for the key to the outer store as a board has been left out in the hall.

14 Health and Safety

- Sue Howgate reported that she had carried out a check as things seem to have been left out of place.
- Doreen has agreed to check the accident book every week.
- Gerald Redding will be making a list of anything in the hall needing attention. It was suggested that emergency lights could be replaced with LEDs.
- It was suggested that WD40 silicon should not be used on fire door hinges.

15 Any Other Business

- John Simmons has carried out a preliminary check of the drains and found that they are silted up somewhere. This will require more extensive investigation digging up and inspected.

Signed **Dated**

Kimble NP Working Group Meeting: Agenda

Date 21/03/2018

Time: 7.30 pm

Venue: Stewart Hall

Attendees: Delia Burton, James Cripps, Tom Dixon, James Good, Roger Howgate, Sue Howgate, Alun Jones, Iona Mackinnon, Tim Shirra, Zeena Shirra, David Williams,

Apologies: Robert Martin, Gerald Redding

Early Departure: TD and JC had to leave the meeting shortly after 21:00, thereby not being present for the last part of the meeting.

	AGENDA ITEM	Minutes
1.	NP Working Group membership changes - Agree handover following Leo's resignation note.	The Chair formally communicated the resignation from the Working Group of Leo Todd, and actions to transfer the responsibilities Leo had been responsible for: <ul style="list-style-type: none">- Website: JG to look into arranging for existing providers of Parish Council website to take over or a provider from within his contacts- Dropbox: JB to look into transferring / moving the account to the Parish Dropbox account, or asking LT if he might be able to transfer the admin account to her.
2.	Minutes of last meeting	Approved
3.	Conflicts of interest: <ul style="list-style-type: none">• Risk review: Site owners continued WG role• Interest register – updates	<ul style="list-style-type: none">- TS and ZS asked the group to consider again whether it was still within acceptable bounds of risk to include in the Working Group members who were submitting a site or owned some or all of a submitted site. The Group discussed and agreed that the Conflict of Interest Policy still gave sufficiently mitigatedion of the risk, but that the policy it should be reviewed as the NP progresses.- No further updates to the Conflict of Interest Register were indicated.
4.	Assessment 1. Review Process outlined by Neil (see attached diagram) to gain a common understanding. 2. Site Sieving (Stage1 on flow	1. RH distributed an illustrated model for describing each site in a standard way using methods used by Scottish Natural Heritage, Natural England, Countryside Agency, and others and also empirically established criteria from local data . He stated he was not convinced or happy that the Working Group had sufficiently challenged the methodology or rigour with which WDC had applied the stated criteria in the RUR6 assessment of potential sites, and that

	<p>chart) - arrive at the list for N1 ,N2 and Y1 & Y2. Identify & agree Site Specific Policy for any Y2 sites being put forward.</p> <p>3. Site Assessment</p> <ul style="list-style-type: none"> • Agree detailed process + subgroups • Define questions for the land owners and agree landowner meeting dates. 	<p>there could be a risk of later appeals from sites not allocated in the NP if applied selection criteria were insufficiently rigorous. JG reminded the group that no allocations had yet been agreed and that it was now down to the Working Group to set the <u>manner in extent to which to follow</u> the recommendations of WDC and of Oneill Homer <u>should be implemented taking into</u> balancing these with local factors and <u>parish</u> considerations.</p> <ol style="list-style-type: none"> 2. <u>SH suggested that all of the the sieved sites be visited for assessment on foot</u> 3. <u>TD stated that he would prefer to see policies first, which are then applied to the sites, whereas he was concerned we were just following WDC and then looking to refine the policies afterwards.</u> 4. The group re-visited the list/schedule of submitted sites, <u>identifying suggesting</u> those which <u>appeared were likely</u> to be excludable <u>based on due to factors such as</u> location in the AONB <u>Greenbelt</u> or <u>outside main areas of population Remoteness</u>. 5. Item 3 was postponed due to lack of time.
5.	<p>Agree dates for Village communication</p> <p>The Stewart Hall - Sat: 9, 16, 23 from 11.30am & 30 from 1pm</p>	<p>Potential dates were discussed for the next Community Engagement Day. Likely date, TBC, is Sunday June 24th.</p>
6.	<p>Ongoing Admin:</p> <ul style="list-style-type: none"> • Funding updates • Update on project schedule/plan (*) • Updates/uploads to website • Confirmation of next meeting date • A.O.B. 	<ul style="list-style-type: none"> • DB confirmed that exhibition stands have been ordered and that there is approx. £240 remaining in the budget. • Date of next meeting was confirmed as April 18th, at Kimble Stewart Hall • No AOB. Items raised.



Ministry of JUSTICE

For office use only		
	Yes	No
OiC		
OwA		

**Application for representations to be made by the Ministry of Justice for an Order
in Council to discontinue burials in Church of England churchyards
(Section 1 Burial Act 1853)**

**Please read the attached guidance notes and then complete
the form in BLOCK CAPITALS**

Part A – Churchyard Details

1.	Name and address of PCC Secretary: Mrs Victoria Marshall _____ Sunnybank, Church Lane _____ Great Kimble, Aylesbury _____ Post code: HP17 9TH _____ Daytime telephone number: 07791088182 _____ Email address: queenvictoria7@hotmail.com _____ Fax number: _____
2.	Name and address of churchyard or burial ground: St Nicholas Churchyard _____ Great Kimble _____ Aylesbury _____ Post code: HP17 0XS _____ Please provide <u>two</u> A4 maps of the burial ground (scale 1:1250), one clearly showing the boundaries of the area to be closed and any area already closed or NOT to be closed, and one unmarked copy.
3.	Name of the relevant Diocese and address of the Diocesan Registry: Oxford Diocese _____ The Diocesan Registrar _____ 16 Beaumont Street _____ Oxford _____ Postcode OX1 2LZ _____

4. Please state grounds for closure (please ✓ as appropriate):

- a) There is no proper room for new graves.
- b) Further burials would be contrary to decency.
- c) Discontinuance of burials would prevent or mitigate a nuisance
- d) Further burials would constitute a health risk
- e) Other

If a) ONLY then please go to Q.5. If any of b) – e) please provide in a covering letter further information as to why burials should be discontinued. Then please go to Q.11.

5. Date of last burial in a new grave:

6. If you have any unused grave spaces not reserved by faculty please state:
how many: how long you estimate it will be before they are used:

7. If you have any grave spaces reserved by faculty please state:
how many:

8. Any Order to discontinue burials in a churchyard on the grounds that it is full will be made subject to exceptions allowing further burials in existing reserved grave spaces, vaults, walled graves or earthen graves provided they have sufficient room.
If you do **not** wish to have such exceptions made in the Order please ✓ as appropriate:
Discontinue burial in grave spaces reserved by faculty
Discontinue burial in vaults and walled graves
Discontinue burial in existing family, earthen graves

9. Is the Parochial Church Council responsible for any other churchyards? (please ✓ one of the boxes)
Yes Go to Q10
No Go to Q11

10. If there are other churchyards please state how many unused or unreserved grave spaces there are in total.

11. Name of the Civil Parish (if applicable):

Great & Little Kimble cum Marsh

Name and address of the Clerk or Chair of the Parish Council or Parish Meeting or Town Council:

Julie Bunker, Clerk to Great & Little Kimble Cum Marsh Parish Council

20 Kimble Park

Little Kimble, Aylesbury

Post code: HP17 0UG

Daytime telephone number: 01296 614423

Email address: juliebunker@btinternet.com

12. Contact details for the District Council, London Borough, Metropolitan District or unitary authority in whose area the burial ground lies:

Name: Wycombe District Council Adrian Thompson

Department: Litigation, Contract and Property Section

Address: Wycombe District Council, Queen Victoria Road, High Wycombe
Buckinghamshire

Post code: HP11 1BB

Daytime telephone number: 01494 421 515

Email address: adrian.thompson@wycombe.gov.uk

13. Signed (secretary of the PCC)

Signature: 

Date: 9/2/1~~8~~8

Please now complete Parts B or C (depending on whether you wish to transfer the maintenance responsibility) and send the appropriate forms with a covering letter to the relevant local authorities.

Before submitting your application to the Ministry of Justice please ensure that all necessary boxes on this form have been completed, and the following documentation is attached:

- A copy of the resolution of the PCC to close the churchyard.
- Two appropriate maps of the burial ground in 1:1250 scale.
- Part B forms completed by the local authorities (if a request to transfer maintenance responsibility is to be made in due course).
- Part C forms completed by the local authorities (if there are no plans to request the transfer of maintenance responsibility in the immediate future).

Then send the application to:

Coroners and Burials Division
Ministry of Justice
102 Petty France
London, SW1H 9AJ

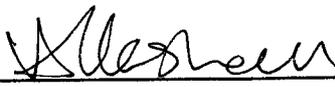
Part B(i)
Notice of intention to apply to transfer maintenance responsibility
(To be sent to the appropriate Town / Parish council or parish meeting)

In the event that an Order in Council is made to discontinue burials in

St Nicholas churchyard,
The Kimbles Parochial Church Council

hereby gives notice of its intention to request

Great & Little Kimble cum Marsh Town / Parish council or parish
meeting (*delete as applicable*) to take over maintenance responsibility for the churchyard in
accordance with the provisions of section 215 of the Local Government Act 1972.

Signed (Secretary of PCC):  Date: 9/2/18

B1 The grounds for closure* are (PCC to ✓ as appropriate):

- | | |
|---|-------------------------------------|
| a) There is no proper room for new graves. | <input checked="" type="checkbox"/> |
| b) Further burials would be contrary to decency. | <input type="checkbox"/> |
| c) Discontinuance of burials would prevent or mitigate nuisance | <input type="checkbox"/> |
| d) Further burials would constitute a health risk | <input type="checkbox"/> |
| e) Other | <input type="checkbox"/> |

Additional information regarding the reasons for discontinuing burials is / is not attached

* Grounds (a) to (d) have been agreed by the Ministry of Justice, Church of England and local government representative organisations as potential grounds for justifying closure.

B2 The churchyard contains (PCC to ✓ as appropriate):

- | | |
|---|-------------------------------------|
| war graves | <input type="checkbox"/> |
| earth graves with space for the burial of additional family members | <input checked="" type="checkbox"/> |
| vaults/walled graves with space for additional burials | <input type="checkbox"/> |
| graves reserved by faculty | <input type="checkbox"/> |

B3

The overall condition of the churchyard is:

Fair

NB: Please use one of the definitions provided below.

Further information covering the churchyard's pathways, walls and fences, memorials and trees is set out in the attached document.

B4

Does the Council have any objections to the closure of the burial ground, on the grounds given above at B1:

Yes

No

Please now return this form to the Parochial Church Council explaining, if necessary, why it is considered that the burial ground should not be closed under the grounds at B1.

Definitions for overall churchyard condition for Question B3.

Good	The churchyard is in an acceptable condition for the maintenance responsibility to be transferred now. The trees, walls and fences are in a reasonable state of repair, and the monuments have been assessed for safety within the last 2 years.
Fair	The churchyard and/or the trees, walls and fences require some attention, but no major work, restoration or clearance. For example the trees might need trimming, some repairs might be required to the walls or fences, and/or the memorials may not have been assessed recently or are known to include some which need to be made safe.
Poor	The churchyard requires capital investment or essential repairs or restoration work.

Part B(ii)
Notice of intention to apply to transfer maintenance responsibility
(To be sent to the appropriate District council)

In the event that an Order in Council is made to discontinue burials in

St Nicholas churchyard,

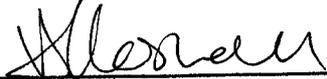
The Kimbles Parochial Church Council

hereby gives notice of its intention to request

Wycombe District Council Town / Parish council or parish

meeting (*delete as applicable*) to take over maintenance responsibility for the churchyard in accordance with the provisions of section 215 of the Local Government Act 1972

This is being brought to your attention as under s.215(3), if a request to take on the maintenance of a closed churchyard is served on a parish or community council or the chairman of a parish meeting they may decide, within three months of that notice, to give written notice to the council of the district of their intention to pass on the responsibility to that council.

Signed (Secretary of PCC):  Date: 9/2/18

B1 The grounds for closure* are because (PCC to ✓ as appropriate):

- | | |
|---|-------------------------------------|
| a) There is no proper room for new graves. | <input checked="" type="checkbox"/> |
| b) Further burials would be contrary to decency. | <input type="checkbox"/> |
| c) Discontinuance of burials would prevent or mitigate nuisance | <input type="checkbox"/> |
| d) Further burials would constitute a health risk | <input type="checkbox"/> |
| e) Other | <input type="checkbox"/> |

Additional information regarding the reasons for discontinuing burials is / is not attached

* Grounds (a) to (d) have been agreed by the Ministry of Justice, Church of England and local government representative organisations as potential grounds for justifying closure.

B2 The churchyard contains (PCC to ✓ as appropriate):

- | | |
|---|-------------------------------------|
| war graves | <input type="checkbox"/> |
| earth graves with space for the burial of additional family members | <input checked="" type="checkbox"/> |
| vaults/walled graves with space for additional burials | <input type="checkbox"/> |
| graves reserved by faculty | <input type="checkbox"/> |

Part C(i)
Notice of intention to apply for a closure Order

Maintenance responsibility to be retained by PCC
(To be sent to the appropriate Town / Parish council or parish meeting)

The _____ Parochial Church Council has
applied to the Ministry of Justice to discontinue burials in
_____ churchyard,

This is being brought to your attention as the local authority responsible for the area in which the churchyard is located.

Should a closure Order be granted, the PCC intends to retain the maintenance responsibility for the churchyard and has no current plans to transfer it to the local authority.

The PCC is fully aware that should it wish to transfer maintenance at some future date, local authorities have asked that they be given at least twelve months notice of this.

Signed (Secretary of PCC): _____ Date: _____

C1	<p>The grounds for closure* are because (PCC to ✓ as appropriate)::</p> <p>a) There is no proper room for new graves. <input type="checkbox"/></p> <p>b) Further burials would be contrary to decency. <input type="checkbox"/></p> <p>c) Discontinuance of burials would prevent or mitigate nuisance <input type="checkbox"/></p> <p>d) Further burials would constitute a health risk <input type="checkbox"/></p> <p>e) Other <input type="checkbox"/></p> <p>Additional information regarding the reasons for discontinuing burials is / is not attached</p> <p>* Grounds (a) to (d) have been agreed by the Ministry of Justice, Church of England and local government representative organisations as potential grounds for justifying closure.</p>
C2	<p>Does the Council / chairman of the parish meeting have any objections to the closure of the burial ground, on the grounds given above at C1:</p> <p style="text-align: center;">Yes <input type="checkbox"/> No <input type="checkbox"/></p>

Please now return this form to the Parochial Church Council explaining, if necessary, why it is considered that the burial ground should not be closed under the grounds at C1.

Part C(ii)
Notice of intention to apply for a closure Order

Maintenance responsibility to be retained by PCC
(To be sent to the appropriate District Council)

The _____ Parochial Church Council has
applied to the Ministry of Justice to discontinue burials in
_____ churchyard,

This is being brought to your attention as the district authority responsible for the area in which the churchyard is located.

Should a closure Order be granted, the PCC intends to retain the maintenance responsibility for the churchyard and has no current plans to transfer it to the local authority.

The PCC is fully aware that should it wish to transfer maintenance at some future date, local authorities have asked that they be given at least twelve months notice of this.

Signed (Secretary of PCC): _____ Date: _____

C1	<p>The grounds for closure* are because (PCC to ✓ as appropriate):</p> <table style="width: 100%;"><tr><td style="width: 80%;">a) There is no proper room for new graves.</td><td style="text-align: right;"><input type="checkbox"/></td></tr><tr><td>b) Further burials would be contrary to decency.</td><td style="text-align: right;"><input type="checkbox"/></td></tr><tr><td>c) Discontinuance of burials would prevent or mitigate nuisance</td><td style="text-align: right;"><input type="checkbox"/></td></tr><tr><td>d) Further burials would constitute a health risk</td><td style="text-align: right;"><input type="checkbox"/></td></tr><tr><td>e) Other</td><td style="text-align: right;"><input type="checkbox"/></td></tr></table> <p>Additional information regarding the reasons for discontinuing burials is / is not attached</p> <p>* Grounds (a) to (d) have been agreed by the Ministry of Justice, Church of England and local government representative organisations as potential grounds for justifying closure.</p>	a) There is no proper room for new graves.	<input type="checkbox"/>	b) Further burials would be contrary to decency.	<input type="checkbox"/>	c) Discontinuance of burials would prevent or mitigate nuisance	<input type="checkbox"/>	d) Further burials would constitute a health risk	<input type="checkbox"/>	e) Other	<input type="checkbox"/>
a) There is no proper room for new graves.	<input type="checkbox"/>										
b) Further burials would be contrary to decency.	<input type="checkbox"/>										
c) Discontinuance of burials would prevent or mitigate nuisance	<input type="checkbox"/>										
d) Further burials would constitute a health risk	<input type="checkbox"/>										
e) Other	<input type="checkbox"/>										
C2	<p>Does the Council have any objections to the closure of the burial ground, on the grounds given above at C1:</p> <p style="text-align: center;">Yes <input type="checkbox"/> No <input type="checkbox"/></p>										

Please now return this form to the Parochial Church Council explaining, if necessary, why it is considered that the burial ground should not be closed under the grounds at C1.

