

# 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 the Annual Meeting of the Parish Council to be held Kimble Stewart Hall Committee Room on **Wednesday 11<sup>th</sup> July 2018 at 7.30pm** for the purposes of transacting 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 13<sup>th</sup> June 2018 and the Annual Parish Meeting held on 9<sup>th</sup> May 2018*

#### **4. To approve payments for July 2018**

Payment for approval July 2018 Meeting			
1079	Julie Bunker	Jun-18	£312.50
1080	Julie Bunker	Expenses	£23.19
1081	TBS	Dog Waste disposal April/May	£32.40
1082	Richard Billyard	Grass Cutting	TBA
1083	Friends of Kimble School	Fayre Grant	£250.00
1084	Sharp Fencing	Village Entry Gates (Askett Nursery)	£458.09
Neighbourhood Plan Expenses			
1085	Kimble Stewart Hall	Committee Room and Hall Hire	£72.50
			<b>£1,148.68</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. To approve subscription to the Chiltern Society**

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

- a. Clerks Report
- b. Reports/Issues from Councillors
- c. Correspondence Received

#### **10. To receive items for inclusion on the agenda for the next meeting to be held on 12<sup>th</sup> September 2018**

**Julie Bunker  
Clerk**

**5<sup>th</sup> July 2018**

# **Minutes of meeting of Great and Little Kimble cum Marsh Parish Council held on Wednesday 13<sup>th</sup> June 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 Alun Jones Cllr Gerald Redding, Cllr Delia Burton, Cllr John Austin and Julie Bunker (Clerk)

### **1. Apologies**

*To receive and accept any apologies for absence*

*Apologies were received from Cllr Cripps, Williams and Good*

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

There were none received

### **3. Minutes**

*To agree and sign the minutes of the Parish Council meeting held on 9<sup>th</sup> May 2018*

The minutes were unanimously agreed and signed by the Chairman

### **4. To approve payments for June 2018**

All payments were agreed

Payment for approval June 2018 Meeting			
1072	Julie Bunker	Jun-18	£312.50
1073	Julie Bunker	Expenses	£29.30
1074	TBS	Dog Waste disposal April/May	£64.80
1075	Richard Billyard	Grass Cutting	£880.00
1076	MHP	GDPR forms for website	£84.00
1077	Kimble Stewart Hall	Committee Room Hire Apr18-Mar 19	£205.50
Neighbourhood Plan Expenses			
1078	Local Dialogue	Consultation Meeting	£2,810.16
			£4,386.26

### **5. To approve the Annual Accounting Return 2017-2018**

The Annual Return was unanimously agreed and signed by the Chairman and RFO

### **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)*

*All applications were discussed and comments agreed.*

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

A successful Theatre in Our Village evening was held, a very social evening rather than a money maker but approx. £300 profit made. The minutes from the meeting were noted.

### **8. To discuss and agree grant for the Friends of Kimble School Fayre**

It was unanimously agreed a grant of £250 be awarded to the Friends of Kimble School

### **9. Neighbourhood Plan**

- To note minutes and receive progress report from the Working Group  
The minutes of 16<sup>th</sup> May were noted. Good progress is being made towards the Public Consultation event on 24<sup>th</sup> June, Local Dialogue are undertaking the publicity and collection of feedback forms. All information regarding the 10 sites will be added to the website on Monday 25<sup>th</sup> June and deadline for return of feedback forms is 6<sup>th</sup> August 2018.
- To approve recommendations from the Kimble NP Working Group  
There were none to approve.

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

- *Clerks Report*

Complaints received about grass that has been missed when TfB have been cutting, reported to TfB but may well be responsibility of householder due to Highway boundary markers,

- *Reports/Issues from Councillors*

Churchyard Closure unlikely to happen until 2019 now

- *Correspondence Received*

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

**11. To receive items for inclusion on the agenda for the next meeting to be held on Wednesday 11<sup>th</sup> July 2018#**

None received

Chairman.....

Date: 11<sup>th</sup> July 2018

# **Minutes of the Annual Parish Meeting of Great and Little Kimble cum Marsh held on Wednesday 9<sup>th</sup> May 2018 at Kimble Stewart Hall at 8pm**

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## **Present**

**Cllrs:** Delia Burton, Alun Jones, James Good (Chairman) Gerald Redding, James Cripps,  
**Clerk and RFO:** Julie Bunker (**note taker**)  
9 members of the public

## **1. Welcome by the Chairman and 2. Chairman's Annual Report**

### **1. Welcome**

A very warm welcome to any first timers, and a grateful thanks to the stalwarts to this the Annual Parish Meeting, which for those new comers or those that might just stumble across this report on the Parish Web-Site. Unlike Parish Council Meetings this is the Parishioners Meeting, we the council officers merely act as facilitators for this Government mandatory event.

### **2. Your Parish Officers**

In what has been a busy year for Parish officialdom, on Your behalf I'd like to thank, my all my fellow councillors for without their continued strong support over the last twelve months your Council would not have been able to function. The PC purpose is to represent the views and wishes of you the Parishioners of Kimble's and Marsh, striving to protect and improve our Parish

The annual election of Council Officers was conducted in the PC meeting immediately prior to this meeting and the results will be duly recorded and published in the minutes of that meeting.

### **3. Neighbourhood Plan**

In the last 12 months our Neighbourhood Plan working group has been making good and steady progress, with the aim of getting a NP for our Parish accepted so that it can help to shape the future size, shape and style of our neighbourhood for the next 10-20 years.

One thing everyone needs to always bear in mind is that our NP must be in-line with national and local (District) planning policies.

Having conducted surveys and canvassed for your views, sites where called for and these are now being reviewed and prioritised. It is planned that there will be a public exhibition held on the 24<sup>th</sup> June where everyone is welcome to come as long and see how things are developing. With that in mind I do not intend to go into more detail here suffice to say that the aim is to submit a draft NP to the inspectorate by ####, once the inspectorate is content with the Plan it will be put to a referendum vote hopefully before the end of ####. More details of the progress and timetable are available on the links from the Parish Website.

Those

### **4. Planning Applications**

Whilst trying to get some structure to the future the council continues to review all new Planning Applications submitted to WDC. This is a time consuming work, and my thanks again Councillors, James Good, Gerald Redding and Delia Burton that form our Planning Sub Committee who make the initial impact assessments and recommend our response back to WDC. However you are reminded that your PC no power in this regard but can only make comment.

If you have any particular concerns about an application, either in support or not, your views are welcome and would be taken into consideration when considering the PC's response.

You will all be well aware that there has been no sign of any works on the site that is the eye-sore that is the Bernard Arms. The PC will continue to try and lobby for this to be resolved, but it could be that the owners are now awaiting the outcome of the Local & Neighbourhood Plans.

## **5. HS2**

The picture around HS2 is from my point of view confusing. The project has all the government go-aheads required but rumours continue about the state of public/private finances. All we can advise is for you to follow the news and the PC will keep the web-site updated as and when we hear anything which concerns the Parish.

The only thing you be sure of is that when (if) local works commence our day-to-day lives will be seriously affected.

## **6. Playground**

Your PC continues to maintain and improve the Playground outside the Swan PH, and we are pleased to see that it is now very well used. On your behalf I'd like to recognise the good work of Councillor Delia Burton, who is the champion of this good cause.

## **7. Kimble Stewart Hall**

The KSH continues to be one of the key focal point for our community I'd take this opportunity on your behalf to praise the dedication of the small band, that make up the KSH committee who work tirelessly to maintain this essential amenity for us.

## **8. Council Meetings & Information**

As I am sure all of you either attending today or reading this on-line know when we meet and how we communicate.

Anyway, ever hopeful for new surge of interest, here is the facts: The PC convene monthly on the 2<sup>nd</sup> Wednesday of the month @ 7:30pm in the Committee room at the rear of the KSH. These meetings are open to the public and you are all welcome to come and raise issues for our consideration at them as well as listen to our deliberations.

For more information, please visit the website which has regular updates and news plus a host of useful information. It is especially useful for viewing current planning applications. There is a newsfeed which has useful information from our local authorities plus information added by the Clerk for local events. If there are any events you wish to publicise in this way please contact the Clerk.

Finally I must again thank Julie Bunker our Clerk without who's hard work and attention to detail we'd be left floundering, thanks Julie.

John Austin  
Chairman (2017-18)

### 3. Report from the Kimble Stewart Hall Committee

## The Stewart Hall Annual Report to the Parish Council May 2018

### Activities in the hall

This last year has seen continue: Pilates, Art Lessons, Whist, Horticultural Society, Dog Training, Women's Institute, Parish Meetings, Masons' Societies, Karate, Church and School Events, Reflexology, Art Exhibitions, Private Celebrations, Local and National Elections. The hall has also been used for Musical Performances and Aylesbury Youth Theatre events.

Bookings continue at a high level, particularly regular hirings, and there are times we have to disappoint people. We receive many compliments about the hall and its facilities.

A small number of parents of Great Kimble C of E School continue to use the car park to facilitate walking along the footpath and across the fields to the school in order to relieve traffic congestion in Church Lane. The Women's institute also use the car park facility for their occasional trips out.

### Finances

Our finances remain strong enabling us to continue with upgrading facilities within the hall. Thanks go to Julie Bunker, our treasurer, for the management of the monies. This year's audit, as last year's, is being carried out by Roger Nash.

### Maintenance and Improvements

Planned expenditure includes redecoration of the main hall, wi-fi connection and hearing loop. Fire and Electrical inspections

These have to be completed every 5 years. The fire inspection concluded we comply with the regulations. Electrical work to comply with the latest regulations is being carried out this month.

### General Housekeeping

Most hirers are responsible but we need to monitor the condition of the hall with daily checks and to perform such necessary tasks as putting out the dustbins.

Terry Kaye is maintaining the main hall floor and additionally is setting the heating controls and carrying out small maintenance tasks. His experience is proving invaluable.

The cleaning of the hall continues to be satisfactory; cleaning is often restricted by occupation of the hall. Our cleaner, Doreen Tietjen, is very conscientious about notifying potential issues and is prepared to offer some degree of flexibility with the cleaning times.

### Village Events/Fund Raising

A very successful fundraising Fun Casino Night was organised by the committee in March in conjunction with the Rotary Club of the Brickhills,, raising funds for the hall and the Rotary Club Charities..

The 19th May sees our Annual Theatre Event, actually postponed from last year.

We are grateful for the donations from the Whist Group towards the upkeep of the hall.

### Stewart Hall Committee

Julie Bunker (treasurer), Delia Burton (vice chair), Sue Howgate (chair), Maggie Kaye (secretary) Richard Needle, Gerald Redding, Peter Parsons (representing hirers) and John Simmons

Booking Secretary: Amanda Robinson; Cleaner: Doreen Tietjen;  
Small Maintenance: Terry Kaye

The Stewart Hall AGM is to be held on Wednesday 6th June 2018

It is important to stress that the successful management of the hall would not be achieved without the team of volunteers on the committee assuming responsibility for such roles as treasurer and secretary and carrying out a multitude of small housekeeping tasks; devoting much time to creating a valuable community facility; the responsible approach of our cleaner; the diligence and care for hirers by our booking secretary and importantly the valuable support of the Parish Council and the reliable and supportive local trades people.

Sue Howgate May 2018  
Chair, Stewart Hall Committee

#### 4. Update on the Neighbourhood Plan

Next step is for the Public Consultation on 24<sup>th</sup> June 2018 11am to 5pm at Kimble Stewart Hall, the event will see presentations of the schemes put forward for the 10 sites that passed the 2<sup>nd</sup> stage criteria. Public feedback is open until Monday August 6<sup>th</sup>.

#### 5. Forthcoming projects

- Replacement of Village entry gates which are rotting
- The Parish Council will be taking over the maintenance of St Nicholas Churchyard, probably from 2019.
- The ongoing Neighbourhood Plan is likely to increase expenditure but we have precepted for this eventuality.
- Grass Cutting – as TfB reduce the number of cuts each year it is likely the PC will have to take on more of the cutting for safety and aesthetic reasons.
- We also have our playground and bus shelters to maintain.

#### 6. Open forum

Councillors were questioned on various topics by members of the public.

The meeting closed at 8.45pm

Signed.....  
Chairman

11<sup>th</sup> July 2017

PLANNING FOR DISCUSSION AT 11TH JULY 2018 MEETING

7/Jul/18	Date of application	Address			Brief description of proposal	Comments	Current status of application
18/05926/FUL	24/04/2018	<b>Old Rife Range Farm</b>	Risborough Rd	Great Kimble	Demolition of commercial buildings and erection of 10 x market dwellings (6 x 3 bed and 4 x 4 bed) and 5 x 2 bed affordable dwellings with bin and cycle stores		Awaiting decision by WDC (expiry dates for comment 15th May 2018)
	25/04/2018	<b>3 Elmbrook Cottages</b>	Marsh Lane	Marsh	Householder application for erection of single storey side extension and single storey rear extension with balcony over, replacement of first floor patio doors		Awaiting decision by WDC (expiry dates for comment 16th May 2018)
18/06145/VCDN	18/05/2018	<b>Bernard Arms</b>	Risborough Rd	Gt Kimble	Variation of condition 2 (plan numbers) attached to PP 14/07190/FUL (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) to allow amendments to te dwellings		Awaiting decision by WDC (expiry dates for comment 8th June 2018)
18/06295/FUL	21/05/2018	<b>Sunnybank</b>	Church Lane	Gt Kimble	Householder application for erection of two storey rear extension		Awaiting decision by WDC (expiry dates for comment 21st June 2018)
18/06289/FUL	01/06/2018	<b>Timbora</b>	Upper Icknield Way	Cadsden	Demolition of existing dwelling and construction of single storey 4-bed dwelling with detached double garage & carport, revised car parking and alteration to access & row of solar panels to front elevation		Awaiting decision by WDC (expiry dates for comment 22nd June 2018)
18/06397/FUL	01/06/2018	<b>Woodhouse Farm</b>	Marsh	Marsh	Change of use of outbuilding from ancillary use as games room, gym, study and WC to 2-bed detached dwelling accessed via existing access from Marsh Lane with associated bin stores & parking		Awaiting decision by WDC (expiry dates for comment 27th June 2018)
<b>CHANGE OF STATUS SINCE LAST MEETING</b>							
17/07378/FUL	18/09/2017	<b>The Orchards</b>	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		Application permitted
18/05694/FUL	02/03/2018	<b>8 Icknield Cottages</b>	Ellesborough Rd	Little Kimble	Householder application for construction of new detached garden room and shed		Application permitted
<b>NEW APPLICATIONS SINCE LAST MEETING</b>							
18/06349/FUL	14/06/2018	<b>Rodney Cottage</b>	Risborough Rd	Little Kimble	Householder application for construction of part two storey, part single storey rear/side extensions and new entrance wall and gates		Awaiting decision by WDC (expiry dates for comment 9th July 2018)
18/06590/CLP	15/06/2018	<b>Sydney Farm</b>	Marsh Road	Little Kimble	Certificate of Lawfulness Proposed for erection of front porch, insertion of patio doors to rear/side and alteration to fenestration		N/A

**Kimble Stewart Hall Committee Annual General Meeting**

**Minutes of the Kimble Stewart Hall Committee Annual General Meeting held on  
Wednesday 6<sup>th</sup> June 2018 at 7.00 pm**

## **1. Apologies for absence and attendance**

Sue Howgate

Delia Burton

## Gerald Redding

# Peter Parsons

John Simmons

Maggie Kaye

## **1. Apologies**

Julie Bunker, Richard Needle

There were no attendees other than the Committee

## **2. Minutes and matters not arising elsewhere**

None

### **3. Chair's Annual Report**

The Stewart Hall Annual Report to the Parish Council May 2018

## Activities in the hall

This last year has seen continue: Pilates, Art Lessons, Whist, Horticultural Society, Dog Training, Women's Institute, Parish Meetings, Masons' Societies, Karate, Church and School Events, Reflexology, Art Exhibitions, Private Celebrations, Local and National Elections. The hall has also been used for Musical Performances and Aylesbury Youth Theatre events.

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## **Fire and Electrical inspections**

These have to be completed every 5 years. The fire inspection concluded we comply with the regulations. Electrical work to comply with the latest regulations is being carried out this month.

## **General Housekeeping**

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## **Village Events/Fund Raising**

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The 19<sup>th</sup> May sees our Annual Theatre Event, actually postponed from last year. We are grateful for the donations from the **Whist Group** towards the upkeep of the hall.

## **Stewart Hall Committee**

Julie Bunker (treasurer), Delia Burton (vice chair), Sue Howgate (chair), Maggie Kaye (secretary) Richard Needle, Gerald Redding, Peter Parsons (representing hirers) and John Simmons

Booking Secretary: Amanda Robinson; Cleaner: Doreen Tietjen;  
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**Sue Howgate May 2018  
Chair, Stewart Hall Committee**

- Peter Parsons congratulated Sue Howgate for all her hard work and the Committee thanked Sue for all her hard work. It was suggested that a notice be put on the notice boards for volunteers to come onto the Committee and a notice put on the notice board at The Swan, Great Kimble and on the Parish website.
- Sue Howgate thanked all the Committee. The whole team is essential to the successful management of the hall.

#### **4. Election of Officers**

Chair – Sue Howgate seconded by Delia Burton  
Vice Chair Delia Burton seconded by Maggie Kaye  
Treasurer – Julie Bunker seconded by Delia Burton  
Secretary – Maggie Kaye seconded by Delia Burton

#### **5. Trustees**

All Committee Members are trustees and are insured with the exception of Peter Parsons as he is a hirer representative. Joan Griffith and David Williams are also still Trustees.

#### **6. Treasurer's Annual Report**

Spread Sheet attached Unaudited accounts were accepted

#### **7. Stewart Hall Expenditure Planning**

##### **Completed in October 17**

Repairs to roof £500

Security Lights £250

##### **Planned spending (with estimated costs)**

Hearing loops c £500 for both rooms £50 annual Service

Gas Boiler c£4000 need to have in reserve as boiler is 8 years old

LED bulbs continuing programme of replacing bulbs with more efficient long lasting bulbs

Front Door repairs c£150

External Drains – currently exploring where down pipe is not draining away. Current assessment is that there is a blockage under ground.

Main Hall Decoration (planned for August 18) presently obtaining estimates. This will entail a slight loss of income for the duration.

Thorough deep cleans of the hall to reach inaccessible areas (we plan 4 per annum)

Curtain cleaning c£500 (expensive because of need for fire resistance)

Stage Lighting: We are exploring upgrading the stage lights.

Kitchen Equipment – glasses, plastic cups, milk jugs etc

(£12 for 12 wine glasses; £32 for 48)

Towel Dispensers Toilets, Kitchen £150

External Hall Sign c £1000

Small maintenance tasks £500

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

Hall general maintenance costs will increase eg fuel costs and the need to polish the main floor more frequently

##### **Last financial year's costs:**

£7193 costs to run hall

income £11,496.25

- Sue Howgate reported that Remi Chapman still has some electrical work ongoing.
- With regard to the proposed hearing loop – this decision will be delayed until Voneus have put in the internet connection in the hall. Sue Howgate will look into costing for this.

## **8. Any Other Business**

- There was a brief discussion about how the parking is beneficial to the hall with the generous parking space
- Notice has been given out to hirers regarding GDPR (Government Data Protection Regulations)

### **Notes for Action**

- At the July Committee meeting, there will be planning for the redecoration of the hall.
- Maggie Kaye asked about whether the heating for the hall should be off now and Gerald Redding agreed that it goes off from June until September but that hot water will be needed for the lettings.
- John Simmons is waiting for drier weather to carry out work on the drains.
- Delia Burton reported that she was looking investigating new comedy acts for next year Theatre in the Village but a deposit would be needed to secure the event and tickets would be more expensive at a suggested price of £15. (8<sup>th</sup> June 2019 would be a proposed date). Delia will talk to Richard Needle about another race night in November.
- Maggie Kaye will ask about any drama shows that may be suitable and which may also be considered.
- The Committee thanked Delia Burton for organising the Theatre in the Village.

Signed .....

# **Kimble NP Working Group Meeting: Minutes**

**Date 20/06/2018**

**Time: 7.30 pm**

**Venue: Kimble Stewart Hall**

**Attendees:** Delia Burton, Tom Dixon, James Good, Alun Jones, Robert Martin, Gerald Redding, Tim Shirra, Zeena Shirra, David Williams

**Apologies:** James Cripps, Roger Howgate, Sue Howgate, Iona Mackinnon

	<b>AGENDA ITEM</b>	<b>Minutes</b>
1.	Minutes of last meeting	Approved
2.	Conflicts of interest: updates	No Changes
3.	Funding for HRA and SA assessment	DB reported the application for funding (in the form of technical assistance from Aecom, the body that carried out WDC'S studies) was still in progress. It will be 3 – 4 weeks before this is confirmed. If confirmed, agreed that James G. to ask Neil H and WDC to work with Aecom.
4.	Policies Status Update	The meeting concluded that the notes prepared by TD and RM, with help from others, needed no further action at this stage. The issue of controlling densities was noted as the main priority.
5.	Public exhibition: 24 June	There was general agreement that the content of the banners for the exhibition was fine, and that the feedback form was OK. JG confirmed that Local Dialogue will compile feedback received and produce a report after August 6 <sup>th</sup> . Other materials suggested for the day: printout of RUR6, February survey results, My Community pack. JG confirmed that Mike Deness would be taking lots of photos on the day.
6.	Representation at inquiry for WDC Draft Local Plan	JG relayed that Neil H. has asked WDC to communicate any changes that have been made to RUR6 as a result of representations. Regarding the meeting in September, it was agreed that NH should be present and lead, with a couple of members of the WG as observers, who could be nominated closer to the time.
7.	Stage 2 working groups	Agreed that JG would seek Neil's guidance on focus and composition of stage 2 sub working-groups: possibly divided into Community feedback, Environmental, and Community benefits. Agreed that JG would ask NH to attend next month's WG meeting.
8.	AOB	<ul style="list-style-type: none"><li>• Letter from Marsh Road group – JG to draft a response for agreement and sending.</li><li>• JG to ask NH and/or WDC to confirm which residences are included in the list of 23 that are considered as already contributing to the total of 160.</li></ul>
9.	Next meeting	Wednesday July 18 <sup>th</sup> - Kimble Stewart Hall, 19:30

