

Meeting Pack – December 13th 2023

AGENDA

1. **Welcome and Apologies:** To receive and accept any apologies for absence.
2. **Declaration of interest on any item on the agenda.**
3. **Minutes.** To agree and sign the minutes of the Parish Council meeting held on 8th November 2023.
4. **Finance Report: To note income received, bank balances and approve December payments (note: additional invoices may be received prior to the meeting).**
5. **Planning Applications, appeals and injunctions plus any updates of allocated sites as included in the Neighbourhood plan. To include any update on the proposed Kimblewick solar farm:** To review and approve recommendations by the Planning Committee. Note due to deadlines applications received prior to the meeting may also be considered.
6. **To update on Banking Status with Lloyds and Unity.**
7. **To Note Accounts to November 2023**
8. **To review current list of regular expenditure and preferred suppliers.**
9. **To update on VAR speeding signs.**
10. **To update on insurance claims.**
11. **To Update on Dog Bin Collections Cost Reduction.**
12. **To consider increased hours/ pension for the Clerk/RFO.**
13. **To review need for new laptop.**
14. **To review/approve request for contribution to Christmas Tree lights.**
15. **Kimble Stewart Hall: Report - Cllr Delia Burton.**
16. **Community Board Report (including Rail Bridge Pedestrian Safety Issues) – Cllr James Cripps.**
17. **Marsh Kerbing/Pinch Point Project update –Cllr Williams.**
18. **Correspondence, reports and Issues (for information only).**
19. **To confirm the date and time of next Parish Council Meeting: 10th January 2023.**
20. **Co-option to Parish Council.**

P McBride

**Pauline McBride
Clerk to the Council**

Thursday 7th December 2023

ITEM 3) Minutes. To agree and sign the minutes of the Parish Council meeting held on 8th November 2023.

**Minutes of Great and Little Kimble cum Marsh Parish Council meeting held on
Wednesday 8th November 2023 at Kimble Stewart Hall at 7.30pm**

Attendance: Cllr Alun Jones, Cllr David Williams, Cllr Harvey Alison, Cllr James Cripps, and Clerk Pauline McBride.

In addition, Gerald Redding and Sue Howgate attended in their capacity as members of the KSH committee.

124) Welcome and Apologies: Apologies were received and accepted from Cllr John Austin and Cllr Delia Burton. In the absence of Cllr Austin, the meeting was chaired by Cllr Williams.

125) Declaration of interest in any item on this agenda by a member: None Declared.

126) Minutes. To agree and sign the minutes of the Parish Council meeting held on 11th October 2023. Unanimously approved.

127) Finance Report

- a) **Income Received in October:** Bank Interest of £60.57 and Wayleave £34.58 were noted.
- b) **Bank Balances** - Total Bank Balances of £168139.99 were noted.
- c) **November Payments for Approval**

Pauline McBride	October Salary	£714.03		£714.03
HMRC	PAYE	£11.80		£11.80
Sovereign	Balance for replacement slide	£854.52	£170.90	£1025.42
Playspace Solutions	Remove and Install new slide	£210.00	£42.00	£252.00
Pauline McBride	Expenses October	£35.90		£35.90
TBS	Bin Emptying October	£55.00	£11.00	£66.00
Richard Billyard	November mowing	£1094.00		£1094.00
Cashplus Account	Top up October Expenditure	£17.02	£3.40	£20.42
Total		£2992.27	£227.30	£3219.57

November payments were noted and approved.

128) Planning Applications, appeals and injunctions plus any updates of allocated sites as included in the Neighbourhood plan. To include any update on the proposed Kimblewick solar farm.

23/05842/FUL: Storage Land North of Long Hill Marsh Lane Marsh Buckinghamshire. External alterations and changes of use of existing barns 1 & 2 including enclosure and provision of first floor for agricultural storage/office use. No comments on this application. **Clerk will submit the standard no comment response.**

22/07782/REM: Land South East of The Bungalow and South West of Footpath 39, Kimblewick Road, Kimblewick Buckinghamshire HP17 8NA. Cala Homes proposed development. Originally submitted and now plans revised for the second time. The feeling was that CALA have continued not to honour the

planned inclusion of a MUGA facility for the young people of the Parish so the Parish Council should strongly object to the entire development. **Cllr. Cripps will draft a suitable objection comment for the Clerk to submit by 15th November deadline.**

23/07228/FUL: The Lodge Marsh Lane Marsh Buckinghamshire HP17 8SP. Householder application for proposed demolition, relocation, and construction of an outbuilding. The Parish Council were in complete agreement that, whilst previous application refusals appear not to have been enforced, nothing else should be considered. **Cllr. Cripps will draft a suitable objection comment for the Clerk to submit by 3rd December deadline.**

The following status changes of applications were noted.

23/06684/FUL: Donkey Hall Risborough Road Little Kimble Buckinghamshire. Householder application construction of single storey garden room. Application permitted 12/10/2023.

22/07668/FUL: 4 Roundhill Cottages Kimblewick Road Kimblewick Buckinghamshire HP17 8TB. Erection of dwelling and creation of associated parking and amenity areas. Application refused 3/11/2023.

23/05546/FUL: The Lodge Marsh Lane Marsh Buckinghamshire. Householder application for construction of timber shed for use as garden storage (part retrospective). Application refused 3/11/2023. On this change of status, please refer to comments on application number 23/07228/FUL above.

The Parish Council, whilst not a consultee, continue to monitor the proposed Kimblewick solar farm planning application. The clerk advised that the status was still 'awaiting decision' but that there had been a recent holding objection. This was from The Buckinghamshire County Council Environmental Department Newt Officer, due to the existence/potential existence of great crested newts within the proposed development.

In addition to the above planning items, it was noted that Rightmove are currently advertising the Lake Adams plot in Marsh for sale with planning permission for a 3-bedroom bungalow. The Parish Council were unaware that planning permission had been granted. **Clerk to check planning status and follow up with Rightmove and County Council if appropriate.**

129) To update on Banking status – Unity and Lloyds. The Clerk advised that the new Unity Bank savings account had finally been set up and online access was working for both the Clerk and the signatories. It was agreed that the maximum £85000 should be transferred to this Unity account to take full advantage of the better interest rates. In addition, to avoid the terrible postal/lost documentation that has been experienced in all dealings with Lloyds Business Banking, the clerk had arranged for the local Lloyds bank to receive mandate change requests and scan them internally to the Business Banking operation. The mandates to remove three prior signatories from Lloyds were signed. **Clerk will enter online the transfer of £85000 from Lloyds to Unity. Clerk will take signed mandates into Lloyds to have them scanned on to their Business Banking operation.**

130) To review second draft of the budget for 2024/2025. A second draft budget had been prepared by the clerk to incorporate the amendments agreed and distributed with the meeting pack. A net budget of £43981, usage of reserves of £1981 and a precept request of £42000 was agreed. Cllr Williams noted, and all agreed that, the approval of the £42,000 precept meant that prudent financial management, good records and tight budgeting meant that the Parish Council had been able to absorb inflationary increases without compromising any services/projects and have successfully kept the tax flat with no increase for 4 years in succession. **Clerk to publish agreed budget to the website and complete precept request when received.**

131) To note replacement defib battery received. Noted.

132) Co-option to Parish Council. There had been three potential candidates interested in joining the Parish Council. One had since decided against continuing with the application. The C.V.'s of the remaining two candidates had been distributed and reviewed. The decision was to invite one candidate to the December meeting to see if the position is mutually suitable and to point the other in the direction of the Kimble Stuart Hall Committee. **Clerk will email both applicants.**

133) Rail Bridge Pedestrian Safety Issues. There had been little progress and none was expected for many years. There have been numerous complaints from residents and the Parish Council have tried many different approaches to resolve some of the concerns. Each suggestion has been blocked, even though Buckinghamshire County Council received £50,000 from the Laurels development towards future road safety improvements. The Parish Council suggested a painted walkway, signage and have even offered to pay for a pedestrian controlled crossing. A pedestrian tunnel under the railway was also suggested. Emails are passed from one area of Buckinghamshire County Council to another with the latest suggestion that this project should come under the Community Boards remit. Although the Parish Council has attempted to involve County Councillors previously, there has been no success in this concern being addressed. The Parish Council would like to ensure that County Councillor Harriss and the Community Boards department will take on and work to resolve this important safety concern. **Cllr Jones will provide notes for Cllr Williams to prepare a letter to County Councillor Harris and Community Boards (which includes Cllr Cripps as the Parish representative) with the aim of having them take ownership of and responsibility for getting the issues resolved.**

134) To update on VAR speeding signs. The clerk outlined the current position in that the actual signs and extension poles would have to be obtained from two separate suppliers as Swarco do not offer the extension poles. The clerk had chased original extension pole supplier several times but had not been able to obtain details or prices, despite email replies saying they were looking into it. **Cllr. Austin to look online for the extension pole required and Clerk will then order both poles and signs.**

135) Kimble Stewart Hall:

Sue Howgate reported on behalf of the KSH committee.

The list of work/jobs to be done had previously been distributed to the Parish Council and the sheer amount of work to do was stressed again.

The committee are struggling to get their preferred electrician to return for the remaining tasks. Cllr Jones offered to source an electrician if necessary.

The committee have asked Aylesbury Fire Systems to quote for the work required on their fire alarms and are awaiting a response. They would prefer to use this supplier since they undertook the inspection and are familiar with the hall.

There is a large amount for work for the committee and, although the suggestion to employ a project manager was a great idea, the hall is only just breaking even and could not afford to employ anyone. Cllr Williams suggested an advert for a volunteer. Both the clerk and Sue Howgate had researched how other parishes manage this type of workload of compliance with complex fire regulation and management of utilities and neither had been successful. **Sue Howgate will come to Cllr. Jones if still no success in getting their electrician to commit to the remaining tasks. Sue will also advertise for a volunteer project manager to assist with the current workload.**

136) Community Board Report: Cllr. Cripps had just attended the most recent meeting but there was nothing of any note to report.

137) Marsh Kerbing/Pinch Point Project update: Nothing to report.

138) Correspondence, reports, and issues (for information only).

Gerald Redding mentioned that older children and teenagers had been overlooked in all the recent housing developments. Younger children have playgrounds but there is nothing for the older children. He suggested that CIL funds could be used for a skate park. The councillors agreed that older children were not provided for and noted that the MUGA which was included in the original plans for the CALA homes development was aimed at this exact age group. They had complained at every opportunity during the planning process and would now object again with the latest planning amendment consultation.

Gerald Redding also talked about the difficulty that people have with the numerous stiles along the local footpaths. This makes the paths inaccessible for anyone with mobility issues or even parents with pushchairs/toddlers etc. It was noted that the replacement of stiles with gates was an ultimate objective of the County Council but that it would take years. **Gerald to provide map details of the most difficult two or three stiles so that the Clerk can ask that they are prioritised.**

Sue Howgate outlined the current consultation regarding the future of All Saints church. Whilst numerous suggestions were discussed, the fact that it is a Grade 1 listed building means it very unlikely that much would be permitted. **Sue to come back to the Parish Council after the results of the consultation are published.**

Cllr Alison and Sue Howgate had discussed ideas concerning a position for the proposed sensory garden CIL project. A suggestion to provide/donate towards facilities at nearby dementia/retirement homes instead of sourcing land within the parish was discussed.

The clerk discussed that she had put in insurance claims for the vandalised speed sign and playground slide. This has taken quite a bit of time and the insurance company are now asking for a report to prove the sign is not repairable. Swarco have passed this on to their repair team who are requested the sign is shipped back to them for a report to be made. Due to the potential cost of shipping, it was agreed to not spend too much time or money on this. **Clerk will push for claim to be settled based on the invoices/photos/quotes that she has provided. Clerk will attempt to establish cost of shipping the damaged sign but will not spend too much more time on this.**

The Clerk outlined an approach from a potential alternative local contractor for bin emptying. The costs are a lot less and could result in savings of £500 per year. The contractor is engaged by several local councils. **Clerk will obtain references from other local parishes with a view to possibly recommending a change of contactor at the next meeting.**

139) To confirm the date and time of next Parish Council Meeting: 13th December, 2023

Meeting closed at 9.10pm

Chairman.....

Date:

ITEM 4) Finance Report: To note income received, bank balances and approve December payments (note: additional invoices may be received prior to the meeting).

a) Income Received in November:

Bank Interest	£72.72
Wayleave Receipt	£34.58
CIL Receipt	£9358.51
Insurance Claim Receipt	£4714.36

b) Bank Balances - Total Bank Balance as at 30/11/2023 was £179100.59

The total 'all bank reconciliation' is included separately with this meeting pack for complete transparency.

c) December Payments for Approval

Pauline McBride	November Salary	£714.23		£714.23
HMRC	PAYE	£11.60		£11.60
Pauline McBride	Expenses November	£44.00		£44.00
TBS	Bin Emptying November	£55.00	£11.00	£66.00
Cashplus Account	Top up November Expenditure	£17.02	£3.40	£20.42
Total		£841.85	£14.40	£856.25

ITEM 8) To review current list of regular expenditure and preferred suppliers.

Regular Expenditure:

TBS Hygiene	Bin Emptying	£60-90	Monthly Charge
Richard Billyard	Grass Cutting Church	£150	Monthly in cutting season
Richard Billyard	Grass Cutting in Parish	£947	Monthly in cutting season

BALC	BMKALC & NALC Subs	£175	Annual Charge
Community Impact	Community Building Subs	£65	Annual Charge
Avast	Laptop Security	£59.99	Annual Charge
IONOS	NP Website	£12.02	Monthly Charge
GiffGaff	Mobile Top Up	£6	Monthly Charge
D A Fane	Wages Preparation	£135	Annual Charge
PFK Littlejohn	External Audit	£315	Annual Charge
Jane Olds	Internal Audit	£250	Annual Charge
Dropbox	File storage	£79.90	Annual Charge
Starboard Systems	Scribe – Accounts Software	£345	Annual Charge
TEEC	Hosting of Website	£193	Annual Charge
Chiltern Society	Subscription	£30	Annual Charge
Sunnyside/SRT Trading	Litter picking in the Parish	£120	Monthly Charge

Preferred Suppliers:

Playspace	Playground Repairs
A1 Build	Parish Maintenance i.e., bus shelters etc
Richard Billyard	Trees / Grass Maintenance

ITEM 11) To Update on Dog Bin Collections Cost Reduction. As discussed in the November meeting, the clerk had found an alternative local supplier who offered the same service (5 bins emptied fortnightly) for less than half the current £5.50 being charged by TBS Hygiene. The clerk obtained excellent reference from two local Parish Councils who used the potential supplier (Shield Services). The current suppliers then offered to match the reduced cost which the clerk agreed to. Costs will be reduced from January 2024, saving over 50% on the current annual bill of approximately £1000.