

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 11th June 2025.
4. **Introduction of Internal Auditor.**
5. **Finance Report:**
 - a. To approve July payments (note additional invoices may be received prior to the meeting).
 - b. To note any income received.
 - c. To note bank balances.
 - d. To note first quarter accounts to June 2025.
6. **Planning Applications, appeals and injunctions plus any updates of allocated sites as included in the Neighbourhood plan.** Note, due to deadlines, applications received prior to the meeting may also be considered.
7. **To update re Cala homes, including Coronation project, with discussion and review of the presentation pack, and to approve costings to take the design through to the next stage.**
8. **To consider proposed sensory garden security.**
9. **To discuss and approve provision of hay bales to alleviate waterlogged Bridge Street footpath.**
10. **To discuss and approve updated Reserves Policy.**
11. **To approve Internal Audit Terms of Reference (to obtain quotes for 2025/2026 Internal Audit)**
12. **To update on potential development of sports facilities (tennis courts and cricket club)**
13. **Community Board Report – Cllr James Cripps.**
14. **Marsh Kerbing/Pinch Point Project update – Cllr Williams.**
15. **Kimble Stewart Hall: Report - Cllr Delia Burton.**
16. **Parish Matters (including speed signs, waste bins, stiles etc.)**
17. **Correspondence, reports, and issues (for information only).**
18. **To confirm the date of next Parish Council Meeting:** Wednesday 10th September

P McBride

Pauline McBride

Clerk to the Council

Wednesday 2nd July 2025

ITEM 3) Minutes. To agree and sign the minutes of the Parish Council meeting held on 11th June 2025.

**Minutes of Great and Little Kimble cum Marsh Parish Council meeting held on
Wednesday 11th June 2025 at Kimble Stewart Hall at 7.30pm**

Attendance: Cllr John Austin, Cllr Alun Jones, Cllr Delia Burton, Cllr Harvey Alison, Cllr Joanne Bourke, and Clerk Pauline McBride. In addition, Matthew Ringland attended to present the proposed design of the Coronation Memorial.

38) Welcome and Apologies: Apologies were received and accepted from Cllr James Cripps and Cllr David Williams.

39) Declaration of interest in any item on this agenda by a member: None were declared.

40) Minutes. To agree and sign the minutes of the Parish Council meeting held on 14th May 2025. Unanimously approved.

41) To update on Cala Homes, including Coronation project, and presentation from Matthew Ringland.

The progress to date was outlined, including the resolution of footpath materials discrepancy. (Now agreed to be tarmac throughout)

The proposed Coronation Memorial design was presented, including a reveal of the 1/5th size prototype. The choice of materials was explained to allow for a spectacular, tamper proof, maintenance free, centre piece for the proposed sensory gardens. It was fully supported by all present who thanked Matthew for the huge amount of thought and effort he had incurred to take the design to this stage. The costs to take the design to this approval stage were approved. Full presentation packs, including costing of each item from multiple suppliers were handed out for all to review and discuss/approve at the next Parish Council meeting. **Clerk will add agenda item to July. Cllr Burton will get presentation pack copies to Cllrs Williams and Cripps.**

42) Finance Report:

a) June Payments for Approval

Pauline McBride	May Salary	£745.34		£745.34
Pauline McBride	Expenses May	£35.90		£35.90
Shield Maintenance Ltd	Bin emptying May	£47.66	£9.53	£57.19
SRT	April Litter pick	£120.00	£24.00	£144.00
SRT	May Litter pick	£120.00	£24.00	£144.00
Chiltern Society	Donations for 2 accessible gates	£1000.00		£1000.00
Richard Billyard	Village and church grass cutting	£1202.00		£1202.00
MRC Creatives Ltd	Coronation design phase 1	£1800.00	£360.00	£2160.00
Cashplus Account	Top up May Expenditure	£27.62	£5.52	£33.14
		£5098.52	£423.05	£5521.57

June payments were noted and approved.

b) Income Received in May

Lloyds deposit account interest	£45.90
VAT reclaim	£7517.33
CIL Income	£5920.35
Total Income Received	£13483.58

c) Bank Balances - Total Bank Balance as at 29/05/2025 was £449359.56

43) Planning Applications, appeals and injunctions plus any updates of allocated sites as included in the Neighbourhood plan.

25/06063/VCDN - 2 Clankin Cottages Marsh Road Little Kimble Buckinghamshire HP22 5XS. Application for a variation of condition 2 (Approval of Materials) attached to pp 24/07772/FUL (Householder application for demolition of existing garage and construction of single side/rear extension) to allow for alternative roof tiles. There were no objections. **Clerk will submit comment in support of this application.**

The following status changes of applications were noted:

25/05458/FUL: Harewood Barn Kimblewick Road Kimblewick Buckinghamshire HP17 8TB. Householder application for construction of open front entrance porch. Application Refused 27/05/2025.

25/05994/PIP: Old Rifle Range Farm Risborough Road Great Kimble Buckinghamshire HP17 0XS. Application for permission in principle for demolition of existing general industrial buildings (use class B2) and erection of 4 - 8 dwellings. Application Refused 30/05/2025.

44) To discuss and approve updated 2025/2026 Internal Controls Checklist. Unanimously approved. Clerk will post to website.

45) To discuss and approve quote for external hard drive. No need as Councillor Alison has spare 1 TB external drives which the Parish can have. **Clerk to collect when next dropping off files for internal control review.**

46) To note Electors Rights of Inspection were published to the noticeboards and website on 5th June. Noted.

47) To note additional AGAR information required due to income threshold. The Clerk outlined the external audit additional information required as the Parish Council had gone over the £200k threshold. These being agenda and other items regarding the last Risk Assessment review and adoption. Noted.

48) To note Standing Orders were updated and published as agreed. Noted.

49) To note adopted Investment Policy was published as agreed. Noted.

50) To discuss proposed permanent electrical supply for Christmas Lights. The possibility of a permanent electricity supply source had been previously discussed and quotes obtained and distributed. It was mutually agreed that, if the Parish Council would pay for the supply source, then The Swan Public House would pay for all usage charges. The Parish Council resolved to accept the quote of £2000 plus VAT from A Simmonds Electrical. **Clerk will accept quote and ask contractor to liaise with Cllr Burton on timings of installation.**

51) To update on potential development of sports facilities (tennis courts and cricket club). Nothing to report.

52) Community Board Report. Nothing to report.

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

54) Kimble Stewart Hall. The Kimble Stewart Hall committee had discussed what items they would like to apply for S106 funds for and felt the sound and lighting required updating and also new curtains and rails would improve the aesthetics. The Clerk advised on the timings for the next round of applications, which would need to be submitted in July for approval (or not), by Buckinghamshire County Council, by October. None of the proposed work/improvements should be undertaken prior to the approval. **Clerk will forward forms for completion and timings to KSH chair.**

55) Parish Matters. (including speed signs, stiles etc.) Speed sign locations had been agreed and will now be installed. Since signs had previously been vandalised and stolen, it was resolved to try to mitigate this risk with the instillation of extra security measures, including monitoring, marking and tracking measures. **Clerk was authorised to purchase, register and arrange installation of extra security.**

Litter complaints were noted. SRT had previously been approached but had not capacity to provide additional litter picks. The success of locally organised and individual litter picks was discussed and it was noted the supplies of both litter pickers and litter bags was very low. **Clerk will order 12 litter pickers to be delivered to Cllr Burtons address. Clerk will order litter sack from BCC. Cllr Bourke will collect and these will also be delivered to Cllr Burtons address. Cllr Burton will then post of the local WhatsApp residents' group so that local residents can 'do their bit' to help in keeping the Parish tidy.**

An additional litter bin had been approved months ago, but quotes to supply had been difficult to find. The clerk had finally managed to obtain several quotes of around £200 plus VAT and delivery. Installation quotes of around £170 had been received but the Parish Council thought this to be higher than expected and so will ask preferred suppliers A1 Build to also quote. **Clerk will double check that the Free Church is still in agreement with the proposed location on the verge in front of the Church. If yes, then Clerk will order bin directly and Cllr Jones will ask A1 to supply an installation quote. C**

It was previously noted that agreement for the first two (of 8 requested) Parish stile accessible replacements had been achieved, by Buckinghamshire County Council, with the relevant land owner(s). This month the 'donate a gate' forms had been completed and the 2 *£500 gate donations included in this month's payments for approval. The forms are very clear that the Parish Council are only responsible for the donation and the land owners are responsible for the maintenance. **Clerk will advise Chilterns that gate donations have been made. Chilterns will arrange installation with land owner(s)**

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

Security around the sensory garden was discussed and the idea of CCTV was put forward. **Clerk will add consideration of sensory garden security to the agenda for the next Parish Council meeting.**

Reports of early morning speeding motorbikes near Ford had been reported to the local PCSO who has confirmed that there will be increased patrols.

Footpath inaccessibility due to waterlogged areas had been reported on Bridge Street footpaths. Cllr Burton will walk the path to estimate the distance of waterlogged areas. **Cllr Jones will obtain costings for bark/hay bales to alleviate the areas. Clerk will add to agenda for next month to discuss and approve**

A suggestion of a wine and cheese evening to welcome new residents and introduce the Parish Council and various committees was put forward. This was thought to be a great idea but possibly better next Spring when the developments are complete and also to coincide with the anticipated completion of the sensory garden.

A question of whether the Parish Council could provide any facilities for children and teenagers on the Hayfields estate was asked. It was thought that there was no room to provide anything on the actual estate, but perhaps things like youth clubs could be considered for funding if volunteers came forward to run such facilities.

57) To confirm the date of the next Parish Council Meeting Wednesday 9th July.

Meeting closed at 8.55pm

Chairman.....

Date:

ITEM 5) Finance Report: To approve July payments, note income received, note bank balances

July Payments for Approval

Pauline McBride	June Salary and holiday pay	£1100.68		£1100.68
HMRC	Tax and NI	£306.42		£306.42
Pauline McBride	Expenses June	£35.90		£35.90
Shield Maintenance Ltd	Bin emptying June	£47.66	£9.53	£57.19
RPS	Landscape consultancy	£1750.00	£350.00	£2100.00
Cashplus Account	Top up June Expenditure	£134.32	£26.88	£161.20
		£3374.98	£386.41	£3761.39

Also note direct debit re pension contribution:

Employer contribution - £154.70

Employee contribution - £309.40

Total contribution - £464.10

And Lloyds business banking monthly charge of £8.50

Income Received in June:

Lloyds deposit account interest	£44.65
KSH Rent	£1.00
Unity Bank quarterly interest	£515.77
TOTAL	£561.42

Bank Balances at 30th June £443,969.86 The all banks reconciliation is included with the meeting pack for transparency.