

Meeting Pack – February 12th 2025

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 January 2025.
4. **Finance Report:**
 - a. **To approve February payments (note additional invoices may be received prior to the meeting).**
 - b. **To note any income received.**
 - c. **To note bank balances.**
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:**
Note, due to deadlines, applications received prior to the meeting may also be considered.
6. **To update re Cala homes, including Coronation project.**
7. **To discuss banking status in light of Lloyds bank charges and additional CIL funds.**
8. **To update on speed signs replacement status.**
9. **To update on potential development of sports facilities (tennis courts and cricket club).**
10. **To discuss Parish stiles and village gate replacements.**
11. **To discuss increased charges from Ionos re website hosting of neighbourhood plan.**
12. **To update on playground repairs and agree 2025 annual inspection.**
13. **To review asset register (including insurance cover)**
14. **To discuss year end preparation.**
15. **To discuss local elections.**
16. **Community Board Report – Cllr James Cripps.**
17. **Marsh Kerbing/Pinch Point Project update – Cllr Williams.**
18. **Kimble Stewart Hall Report - Cllr Delia Burton.**
19. **Parish Matters.**
20. **Correspondence, reports, and issues (for information only).**

21. To confirm the date of the next Parish Council Meeting. 12th March, 2025

P McBride

Pauline McBride

Thursday 6th February 2025

Clerk to the Council

ITEM 3) Minutes. To agree and sign the minutes of the Parish Council meeting held on 8th January 2024.

**Minutes of Great and Little Kimble cum Marsh Parish Council meeting held on
Wednesday 8th January 2025 at Kimble Stewart Hall at 7.30pm**

Attendance: Cllr John Austin, Cllr Delia Burton, Cllr Alun Jones, Cllr Harvey Alison, Cllr David Williams, Cllr Joanne Burke and Clerk Pauline McBride.

158) Welcome and Apologies: Apologies received from Cllr James Cripps.

159) Declaration of interest in any item on this agenda by a member: There were none.

160) Minutes. To agree and sign the minutes of the Parish Council meeting held on 11th December 2024. Unanimously approved.

161) Finance Report

a) To approve January payments.

| | | | | |
|---------------------------|-----------------------------|-----------------|---------------|-----------------|
| Pauline McBride | December Salary | £687.10 | | £687.10 |
| SRT Trading | November Litter pick | £120.00 | £24.00 | £144.00 |
| Delia Burton | Amazon Flag lines | £8.32 | £1.67 | £9.99 |
| Pauline McBride | Expenses December | £35.90 | | £35.90 |
| Playground Inspection Co. | Annual Inspection | £142.00 | £28.40 | £170.40 |
| Shield Maintenance Ltd | Bin emptying December | £47.66 | £9.53 | £57.19 |
| Cashplus Account | Top up December Expenditure | £66.94 | £5.39 | £72.33 |
| Total | | £1107.92 | £68.99 | £1176.91 |

January payments were noted and approved.

b) Income Received in December

| | |
|---------------------------------|----------------|
| Lloyds deposit account interest | £60.29 |
| Unity deposit account interest | £582.94 |
| Total income received | £634.14 |

c) Bank Balances - Total Bank Balance as at 31/12/2024 £465351.71

162) 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:

24/06107/CLP. Willow Croft Marsh Lane Marsh Buckinghamshire HP17 8SP. Appeal against refusal of certificate of lawfulness for retention of use of land to rear of site as part of residential curtilage for Willow Croft. The Parish Council had been notified that this application had gone to appeal, however Buckinghamshire County Council had not notified interested parties. Upon further investigation it was discovered that interested parties will only be notified once Buckinghamshire County Council are informed of the appeal and timelines by the Planning Inspectorate. **Clerk will monitor and look out for notification of the appeal so that the Parish Council are able to respond.**

The following status changes of applications were noted:

24/07250/FUL. Clematis Cottage Lower Icknield Way Great Kimble Buckinghamshire HP17 9TX. Householder application for construction of single storey rear extension. Application Permitted 13/12/2024.

24/07509/FUL. Kimsale House Brookside Lane Little Kimble Buckinghamshire HP17 0UF. Householder application for construction of new outbuilding following demolition of existing outbuilding. Application Permitted 13/12/2024.

24/07637/FUL. Orchard House Lower Icknield Way Great Kimble Buckinghamshire HP17 9TU. Householder application for construction of detached three bay garage. Application Refused 24/12/2024.

23/08171/FUL. Holly Tree Farm, Lower Icknield Way, Great Kimble. Demolition of existing buildings, erection of 7 x residential dwellinghouses (Use Class C3) and 1 x commercial unit with associated access, parking, cycle spaces, hard and soft landscaping. Application is made by Bugler Homes Limited. Application Refused 23/12/2024.

163) To update on Cala Homes, including Coronation project. Although the Parish Council were expecting that updated plans would have been submitted by now, there had been no further updates from Cala homes. **Clerk will check the planning portal for any updates that may have been missed.**

In addition, The Parish Council had been advised of possible future access routes which were now showing in the published marketing plans, whereas they had not been shown in the original drawings. **Clerk will respond to residents and formally query this with the planning department. Cllrs Alison and Burton will mention to the developers.**

164) To discuss banking status in light of new Lloyds bank charges and additional CIL funds received. The clerk outlined the progress in the application for the new deposit account with Mansfield Building Society and noted that the account manager expected the account to be fully operational within a few days. The Parish Council resolved that, once open, the account should be funded with £85000.00 from the Parish Council Lloyds current account. Since Cllr Cripps was absent, it was not known if there had been any success in challenging Lloyds Bank on the bank charges which apply from January. **Clerk will enter the Lloyds payment for authorisation, once the new account is open, and will inform Bank signatories once the payment is ready to be authorised. Cllr Cripps will chase up Lloyds Business Banking.**

165) To review the playground inspection report and agree any actions required. The report had been distributed with the meeting pack and reviewed by all. The Parish Council were impressed with the detail and quality of the report and, although all defects were either low or medium risk, resolved to take the opportunity to make all necessary repairs. **Cllr Burton will liaise with the playground repairs preferred supplier to obtain a quote for all repair work.**

166) To note quarterly accounts report and accounts review. The accounts reports had been distributed with the meeting pack and Cllr Alison had reviewed the accounts files and completed the

internal financial checks. The clerk outlined that both income and expenditure were higher than budget due to CIL receipts and CIL expenditure (mainly on the village hall).

167) To note precept was submitted to Buckinghamshire County Council. Noted.

168) To discuss the Rural Housing Service (Housing Needs Survey) An email from Ashleigh Stent, the Rural Housing Enabler, had been distributed with the meeting pack. The Parish Council discussed the offer of an updated housing needs survey, for the Parish, but concluded that the current neighbourhood plan obviated the need for a further survey. **Clerk will respond accordingly.**

169) To update on speed signs replacement. Several options were discussed but concluded that a little more investigation is required to establish the most effective solution. **Cllr Austin will continue to investigate options.**

170) To update on potential development of sports facilities (tennis courts and cricket club). There had been no further developments and Cllrs Williams and Jones reported that they had yet to receive that land registry/ownership information that they had requested. **Cllr Burton will remind Bob Whitehead to reply with the required legal information.**

171) To discuss potential Parish stiles audit to agree and prioritise any replacements. The Clerk outlined progress with Buckinghamshire County Council, who have offered to liaise with land owners to obtain agreement on the replacement of specific stiles. If and when land owners' agreement is obtained, The Parish Council will then utilise the £500 per gate suggested donation to the 'donate a gate' scheme and choose the most appropriate gate designs. Five stiles have been identified and will need footpath/grid references to inform Buckinghamshire County Council. **Cllr Alison and Cllr Austin will provide specific references for each stile to The Clerk. The Clerk will notify Buckinghamshire County Council Footpaths Department to allow them to pursue land owners' agreement.**

172) To discuss Parish footpath clearance. The Clerk advised that neither Ellesborough Parish Clerk or Buckinghamshire County Council were aware of any footpath clearance and so were unable to assist in identifying the company and machinery that had been reported as achieving excellent and speedy results in clearing footpaths. Buckinghamshire County Council suggested that it must be land owners undertaking the work and they only undertake footpath clearance in the Spring. It was resolved to remove this item from the agenda until Spring, unless further clearance activity is witnessed.

173) Community Board Report. Nothing to report.

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

175) Kimble Stewart Hall Report. It was reported that, although the hearing loop had been installed in December, the loop has stopped working on 8th January. **Clerk will check progress with Sue Howgate.**

176) Parish Matters.

Damaged bus stops. Previously reported damaged bus stops had yet to be repaired. Since A1 Maintenance had been appointed as a preferred supplier for odd jobs, it was agreed to ask them to undertake the repairs asap. **Cllr Jones, on behalf of the Parish Council will instruct the agreed preferred supplier A1 Maintenance.**

177) Correspondence, reports and issues (for information only). It was reported that a large amount commercial and building activity had been observed in the field opposite Redding Court. HGV's emerging from the site had apparently also caused a highways incident. An arial photograph had also been supplied, showing apparent building work, with the request that this activity is reported to the authorities. **Clerk will report to Buckinghamshire County Council Enforcement Officer.**

Parish Council 2025 elections were discussed and will be added to the agenda for February, meantime the Clerk will approach Buckinghamshire County Council Elections Department to obtain advice on procedures and timings.

Cllr Bourke advised that she will be attending a 'New Councillor' course on 12th February and so would not be able to attend the next meeting.

178) To confirm the date of the next Parish Council Meeting 12th February 2025

Meeting closed at 8.30pm

Chairman.....

Date:

ITEM 4) Finance Report: To approve February payments, note income received, note bank balances

February Payments for Approval

| | | | | |
|------------------------|---------------------------------|-----------------|----------------|-----------------|
| Pauline McBride | January Salary | £687.10 | | £687.10 |
| SRT Trading | December Litter pick | £120.00 | £24.00 | £144.00 |
| Pauline McBride | Expenses January | £35.90 | | £35.90 |
| Margaret Forbes | Annual rent for bench | £20.00 | | £20.00 |
| RPS Consulting Ltd | Landscape architect fee. | £2050.00 | £410.00 | £2460.00 |
| Playspace Solutions | Remove and dispose of equipment | £615.00 | £123.00 | £738.00 |
| Shield Maintenance Ltd | Bin emptying January | £47.66 | £9.53 | £57.19 |
| Cashplus Account | Top up January Expenditure | £78.92 | £5.81 | £84.73 |
| | Total | £3654.58 | £572.34 | £4226.92 |

Also note direct debit re pension contribution:

| | |
|-----------------------|-----------|
| Employer contribution | - £75.83 |
| Employee contribution | - £75.83 |
| Total contribution | - £151.66 |

Income Received in January:

Lloyds deposit account interest £56.73

Bank Balances at 31st January were £464077.47 The all banks reconciliation is included with the meeting pack for transparency.

ITEM 11) To discuss increased charges from Ionos re website hosting of neighbourhood plan.

Ionos is the web hosting service which hosts the Parish Neighbourhood Plan (www.kimbleplan.org.uk). The standard cost for this service is £7 per month plus VAT, however, since the version of the 'PHP scripting language' used by The Parish Council' is out of date, an additional charge of £7.04 is levied for extended support.

The additional charge is now increasing to £15.62. Amounts shown in table below to illustrate charges.

| | Std Package £ | Extended Support today £ | New Extended Support charge £ |
|------------------|------------------|-----------------------------|----------------------------------|
| Standard Charge | 7.00 | 7.00 | 7.00 |
| Extended Support | | 7.03 | 15.62 |
| VAT | 1.04 | 2.81 | 4.52 |
| Total Cost | 8.04 | 16.84 | 27.14 |

Note that, although we should be able to upgrade the software to the latest version and avoid extended support charges, both The Clerk and Councillor Alison have attempted the upgrade, both resulting in losing the Neighbourhood plan website and having to revert back to the old version.

ITEM 15) To discuss local elections.

Buckinghamshire Council unitary and Parish Council elections will be held on Thursday 1 May 2025. All the below information is available on the Buckinghamshire County Council website – Link below.

<https://www.buckinghamshire.gov.uk/your-council/elections-and-voting/current-and-previous-elections-in-buckinghamshire/election-timetable-and-notice/buckinghamshire-council-unitary-and-parish-elections/>

Notices

The Notice of Election will be published on Tuesday 18 March 2025.

Timetable

| Application | Deadline for receipt |
|---|--------------------------------|
| Last date for registration | Friday 11 April 2025 |
| Deadline for receiving new postal vote and postal proxy applications, and for changes to existing postal or proxy votes | 5pm on Monday 14 April 2025 |
| Proxy vote application deadline | 5pm on Wednesday 23 April 2025 |
| Last day for Voter Authority Certificates and Anonymous Elector Documents | 5pm on Wednesday 23 April 2025 |
| Receipt of emergency proxy vote applications | 5pm on Thursday 1 May 2025 |

Poll cards

Poll cards will be sent out on 18 March to everyone who has registered to vote. You do not need a poll card to vote, but it makes voting quicker if you take it with you to your polling station.

Sending out postal votes

We will send out postal votes around;

- 11 April for postal vote applications received before 24 March
- 17 April for postal vote applications received after 24 March

The deadline to apply for a postal vote is 5pm on 14 April.

If you think you will be away around these dates, we recommend applying for a proxy vote.

Postal votes are sent first class, but we cannot guarantee delivery dates as it depends on the postal service.

Submitting nomination papers

Before you submit nomination papers

Before you (a candidate) complete your nomination papers, you should check your eligibility to stand for election.

Guidance is available on the Electoral Commission website on:

- [eligibility to stand for unitary elections](#)
- [eligibility to stand for parish elections](#)

You as a candidate are responsible for making sure you're eligible and are not disqualified.

Parish Clerks and electoral services are unable to confirm if candidates are eligible or disqualified from standing for election.

Completing nomination papers

You can download the template nomination papers on the Electoral Commission's website. The papers consist of:

- 1a Nomination paper
- 1b Home address form (part 1 and part 2)
- 2c Candidate's consent to nomination (including the pages of legislation)

You then only need to fill in the following forms in certain circumstances:

- certificate of authorisation, if you plan to use a political party name or description
- request for a party emblem, if you plan to use a political party's emblem
- notification of election agent, if you're nominating yourself for the unitary election

View and download the nomination papers

You should not sign the consent to nomination form earlier than 1 month before the deadline for submitting your nomination papers.

View the:

- [nomination papers for local government elections](#)
- [nomination papers for parish council elections](#)

Guidance for completing the nomination papers

To assist you when completing the above nomination papers, find annotated nominations papers below, giving examples of how the forms should be completed.

- [annotated nomination guidance for local government elections](#)
- [annotated nomination guidance for parish council elections](#)

Subscribers for your nomination paper

Your nomination paper must be signed/subscribed by 2 local government electors, that are listed on the 3 March electoral register. The electors must be registered within the ward (or parish, if the parish is not warded) you are standing for election in.

Electoral Services can provide you with the subscribers' elector number, if you can confirm their name and address. Or you can request for a copy of the electoral register for the area you are standing election in, by completing the forms below and send them to Electoral Services.

- [Electoral register request form](#)
- [Postal and proxy voters request form](#)

How and when to submit nomination papers

You can submit nomination papers from Tuesday 18 March until Wednesday 2 April 2025. This must be on a weekday between 10am and 4pm.

We will accept nomination papers until 8pm on Wednesday 19 March and Wednesday 26 March.

Nomination papers must be delivered in person to a Deputy Returning Officer at:

The Gateway
Gatehouse Road
Aylesbury
HP19 8FF