

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 12th June 2024.
4. **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.**
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 on Cala Homes development.**
7. **To review first quarter accounts to June 2024 and to note the internal financial controls completed for this period.**
8. **To update on banking and investment status and agree fund transfers.**
9. **To discuss proposed meetings with Internal Auditor.**
10. **To propose street name suggestions for land off Kimblewick Road, Little Kimble.**
11. **To update on Coronation Bench project.**
12. **To note Clerk will aim to replace laptop, as previously agreed, during August.**
13. **To note Clerk will attempt FILCA qualification in August.**
14. **Community Board Report – Cllr James Cripps.**
15. **Marsh Kerbing/Pinch Point Project update – Cllr Williams.**
16. **Kimble Stewart Hall: Report - Cllr Delia Burton.**
17. **Parish Matters (Stiles, bench replacement, Marsh roads)**
18. **Correspondence, reports, and issues (for information only).**
19. **To confirm the date of the next Parish Council Meeting. 11th September**

ITEM 3) Minutes. To agree and sign the minutes of the Parish Council meeting held on 12th June 2024.

Minutes of Great and Little Kimble cum Marsh Parish Council meeting held on Wednesday 12th June 2024 at Kimble Stewart Hall at 7.30pm

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

36) Welcome and Apologies: There were none

37) Declaration of interest in any item on this agenda by a member: Cllr Bourke declared an interest in planning application number 24/06521/FUL. Cllr Williams signed his declaration of acceptance of the office of Deputy Chairman.

38) Minutes. To agree and sign the minutes of the Parish Council meeting held on 8th May 2024.
Unanimously approved.

39) Finance Report:

a) June Payments for Approval

Pauline McBride	May Salary	£679.94		£679.94
HMRC	PAYE	£9.80		£9.80
SRT	Litter pick	£120.00	£24.00	£144.00
Extinguish	Fire Alarm for KSH	£2321.61	£464.32	£2785.93
TBS	Bin Emptying May	£22.00	£4.40	£26.40
Richard Billyard	Grass cutting May	£1202.00		£1202.00
Pauline McBride	Expenses May	£35.90		£35.90
Cashplus Account	Top up May Expenditure	£29.02	£5.81	£34.83
Total		£4420.27	£498.53	£4918.8

June payments were noted and approved.

b) Income Received in May

Bank Interest Lloyds	£70.83
CIL	£223030.01
VAT reclaim	£5534.49
Total Income Received	£228,635.33

c) Bank Balances - Total Bank Balance as at 31/05/2024 was £394,718.17

40) 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:

24/06171/VCDN: Variation of condition 28 (use class) attached to PP 19/08073/OUT (Outline application (all matters reserved) for 40 residential units (including 48% affordable housing), as well as an A1 shop) to remove Use Class F2 and replace with Use Class E. The Parish Council strongly objected to this application since one of the conditions for the original plan to be selected for the Neighbourhood Plan was the provision of a local shop. This change of use could allow the shop to be substituted for any small business, which no doubt in the longer term will then become another home. **Clerk will prepare first draft of strong objection comment for Cllrs Alison and Cripps to further refine prior to submitting.**

24/06195/FUL: Long Hill, Marsh Lane, Marsh, Buckinghamshire, HP17 8ST. Householder application for construction of two storey front extensions containing a reconfigured ground and first floor layout, first floor balcony, replacement roof of the existing dwellinghouse, existing garage to be maintained and connected to main house by a single storey flat roof extension and demolition of existing conservatory on the rear elevation. No objections from the Parish Council. **Clerk will submit standard no comment response.**

24/06251/FUL: Barn Pollards Farm Moreton Road Kimblewick Buckinghamshire. Householder application for construction of two storey front extensions containing a reconfigured ground and first floor layout, first floor balcony, replacement roof of the existing dwellinghouse, existing garage to be maintained and connected to main house by a single storey flat roof extension and demolition of existing conservatory on the rear elevation. No objections from the Parish Council. **Clerk will submit standard no comment response.**

24/06275/TPO: 4 Crown Cottages, Risborough Road, Little Kimble, Buckinghamshire, HP17 0UF. APPLICATION FOR: Fell to ground level as structurally poor, tight unions and multiple stems with an increase chance of failure, susceptible to undesirable side effects from heavy pruning, and posing a high health and safety risk x 1 Sycamore (T1). No objections from the Parish Council. **Clerk will submit standard no comment response.**

The following status changes of applications were noted:

22/07782/REM: Land South East of The Bungalow & South West Of Footpath 39 Kimblewick Road Kimblewick Buckinghamshire HP17 8TB. Further submission of details of access, appearance, landscaping, layout and scale pursuant to outline permission (granted under planning approval 21/07720/OUT) for construction of 2 x apartment blocks comprising 6 x 1-bed and 7 x 2-bed flats & 2 x 2-bed, 8 x 3-bed, 5 x 4-bed and 17 x 5-bed houses (45 units in total) with associated access from Kimblewick Road, bin & bicycle stores, hard and soft landscaping, parking & garaging and associated works. Application Permitted 10/05/2024.

24/05627/FUL: Kimsale House, Brookside Lane, Little Kimble, Buckinghamshire, HP17 0UF. Householder application for replacement of existing porch, single storey side, extension, chimney, dormer and insertion of new windows, rooflights, doors and solar panels, including additional rendering to the property. Application permitted 21/05/2024.

41) To note AGAR forms and back up documentation submitted to PFK Littlejohn on 13/05/2024
Noted.

42) To note the Notice of Public Rights is now advertised and commenced on Monday 10th June.
Noted.

43) To review the Internal Financial Controls. The Clerk had distributed, with the meeting pack, the 2023/2024 list of internal checks undertaken quarterly Parish Council for review. Having reviewed each item on the check list, it was unanimously agreed that all are still relevant and no changes are required. There was a suggestion that the Internal Auditor attend a meeting every three years to present the internal audit findings in person to the Parish Council. **Clerk will publish the 2024/2025 approved internal controls on the Parish website and will add the proposed in person presentation of the Internal Audit Report to the next agenda.**

44) To approve preferred suppliers/regular expenditure. A list had been circulated with the meeting pack. The Clerk brought attention to the two waste disposal contractors and explained that, having negotiated a much lower price last October, the current supplier had now given notice. The Clerk has organised for the previously approved supplier (The Shield Group) would take over from 1/8/2024. The list was reviewed and unanimously approved.

- 45) To review investment policy and possible investment accounts for Parish funds.** The Clerk had prepared a draft investment policy and distributed with the meeting pack. This was reviewed and unanimously approved. In addition, the Clerk had investigated and prepared a list of potential deposit/investment accounts available to Parish Councils. In addition to the business bank deposit accounts listed, the Parish Council suggested looking into Government bonds such as NS&I bonds and the CCLA deposit account. It was resolved that Cllr Williams would assist/review further work to establish the most suitable investment accounts to set up. **Clerk will look at Government Bonds and report finding to Cllr Williams.**
- 46) To review newly published Financial Regulations.** The clerk had distributed a draft of the regulations, which she had adapted to reflect Great and Little Kimble cum Marsh Parish Council specifically, with the meeting pack. These were reviewed and unanimously approved. **Clerk will publish to Parish website.**
- 47) To decide whether to link Clerks salary to the NJC scales published by NALC/SLCC.** The Clerk had included this pay scales listing with the meeting pack. Having reviewed the pay scales and implications of linking the Clerks salary to those scales, the Parish Council decided not to tie the Clerks salary to them, but to take them into consideration when annually reviewing the salary. This will be reviewed in October to include in the budget calculation to be effective from April 1st each year. Furthermore, having reviewed the scales, it was decided to increase the Clerk's salary to £17.50 per hour with immediate effect. **Clerk will let the payroll provider know of this increase with a copy of the minutes as back up and will copy in Cllr Austin.**
- 48) To judge photo competition entries and agree first, second and third place.** The 45 photos had been anonymised, collated into one document and distributed with the meeting pack. Councillors voted for their top 5 photos and points were awarded according to position. First prize was awarded for photo number 24, St Nicholas Church, second prize was awarded for photo number 33, Great Kimble orchard and third prize was awarded for photo number 40 vintage tractors with a view of Great Kimble. The clerk then confirmed the names of these winners. first Sean Clark, second Jorja Putnam-Oxlade and third Lisa Brown. **Clerk will contact winners and obtain their banks details for payment of the prizes. Cllr Alison will update the Parish website gallery to include all photos. Clerk will supply details to be published in the Parish newsletter.**
- 49) To note CIL report for 2023/2024 submitted to Buckinghamshire County Council.** Noted.
- 50) Community Board Report.** Although there had been a good deal of activity, it was suggested, at the last Community Board meeting, that this would stop now due to the election announcement. This was apparently incorrect and communicated as such a few days later, however, due to this initial announcement, nothing more had been done. It was noted that when Parliament is not sitting, very little can be done by the Civil Service.
- 51) Marsh Kerbing/Pinch Point update.** It was reported that road signs/ road narrow markings were now in place and, whilst this appears to be calming the traffic a little, it could not be sure whether the many pot holes and housing construction were the reason for apparent improvements. **The Council resolved to continue to monitor this at regular intervals.**
- 52) Kimble Stewart Hall Report.** It was reported that both the fire alarm and gas meters had been installed. Solar Panels installation was in progress. The committee were investigating the cost of a hearing loop as hirers have requested this facility. A coffee morning has been arranged for September. New photos will be placed on the website. The risk remains regarding dwindling numbers on the committee. The Parish Council discussed that they would like to help, possibly with advertising and marketing. To do this it was thought to be useful to refer to the halls booking schedule to target any proposed advertising and marketing. **It was resolved that Cllr Burton would obtain a monthly booking sheet from the committee.**
- 53) Parish Matters.** The clerk asked about the previously agreed replacement of the damaged bench outside Kimble church. It had previously been thought that the free Jubilee bench would be a suitable replacement but, upon inspection, it was agreed this was not good enough quality for a memorial bench. The Parish Council resolved to obtain quotes for a quality wooden bench and to offer the Jubilee bench to the allotments committee. **Clerk will double check which church in the Parish this**

relates to. Cllr Jones will supply clerk with details of recommended suppliers. Cllr Burton will approach allotments committee to offer the Jubilee bench.

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

A request had been received to replace stiles with kissing gates in the Parish. As this is a County Council responsibility **Clerk will report to the footpaths department.**

A request for a waste bin by the railway bridge had been received but the Parish Council were unclear where exactly this could be placed. **Clerk will ask requestor to consult neighbours and suggest a specific location.**

A report on overgrowth on the footpath from the Swan to Grove Road had been received. The Parish Council incurred this situation numerous times, the problem being, the hedges are privately owned and so cannot simply be cut back by either the Parish or County Councils. **Cllr Burton will approach land owner to see if they can assist.**

A report on a damaged footpath from 'The Camp' to the war memorial had been received. **Clerk will obtain exact location details and report on fixmystreet.**

Quotes had been obtained for the construction of the previously approved coronation bench. **Cllrs Jones and Burton will inform the working party. Clerk will add this as an agenda item for the next meeting.**

55) To confirm the date of the next Parish Council Meeting 10th July

Meeting closed at 8.55pm

Chairman.....

Date:

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

a) Income Received in June:

KSH	£1.00
Bank Interest Lloyds	£75.63
Bank Interest Unity	£588.63
Total Income Received	£665.26

b) Bank Balances - Total Bank Balance as at 30/06/2024 £390,355.76

The total 'all bank reconciliation' is attached.

c) July Payments for Approval

Pauline McBride	June Salary	£679.74		£679.74
HMRC	PAYE	£9.80		£9.80
TBS	Bin Emptying June	£22.00	£4.40	£26.40
Sean Clarke	First Prize photo competition	£250.00		£250.00
Jorja Putnam-Oxlade	Second Prize photo competition	£100.00		£100.00
Lisa Brown	Third Prize photo competition	£50.00		£50.00
Pauline McBride	Expenses June	£35.90		£35.90
Cashplus Account	Top up June Expenditure	£29.02	£5.81	£34.83
	Total	£1171.46	£10.21	£1186.67

Also note direct debit re pension contribution:

Employer contribution - £72.58

Employee contribution - £36.29

Total contribution - £106.87

ITEM 17 Parish Matters (Stiles, bench replacement, Marsh roads).

Stiles – the following email was received from Buckinghamshire County Council to suggest that the Chilterns Society may be able to help.

Hello Pauline,

Good to hear from you. A useful start is to carry out a survey of your network and which stiles you'd like replaced in which order of priority and which gates you'd like. As you probably know, some gates are accessible for mobility scooters and wheelchairs/off-road push chairs, so identify those paths too.

If you have a budget, I'd recommend going through the Chiltern Society's Donate-a-Gate scheme is recommended, at £500-00 per gate. Even if part of the parish is outside the AONB, I'm sure that would be OK. Please contact Norman for more information or visit the Society's website.

<https://chilternsociety.org.uk/donate-a-gate/>

If that doesn't work, or you find it's too expensive for your budget, please get in touch again.

Thanks,

Jon.

Jonathan Clark

Snr Strategic Access Officer

Highways & Technical Services

Communities Directorate

Buckinghamshire Council

Marsh Roads.

Original complaint was logged on fix my street and then followed up by resident bringing it to the attention of Buckinghamshire County Council.

James Tunnard gave a very comprehensive and sympathetic response, outlining a 4 year rolling repairs program.

Resident then passed this on to Councillor Harris who has said he agrees but has passed on to Councillor Broadbent to respond.

Resident would like the Parish Council to add their endorsement

Hi

Please see response from Councilor Clive Harris who is endorsing the call for these roads to receive urgent attention and be added to the 4 year rolling road management programme.

It would be great if the local Parish Councillors could also add their endorsement to Bucks County Council to have this resurfacing issue added to the 4 year rolling road management programme.

Many thanks

Dear Clive

I am sure that the issue I'm about to raise with you has already been brought to the Councils attention but as nothing has happened in the last 3 months I would like to know if there is a plan in place.

As you are aware the road through Kimblewick to the Meadle junction was fully repaired with new tarmac surface over a year ago now. Further to that the patient residents of Bishopstone finally (after many years of disruption) had their road fully repaired with a new tarmac just a few weeks ago.

So to Marsh. Subject matter roads:

- The unclassified road from Bishopstone into Marsh entering into Marsh Road and ending at the junction to Grove lane.

This stretch of road is now in such a bad and dangerous state of repair that residents have resorted to placing their own traffic cones into the pot holes. There are now over 215 (1) potholes along this stretch of road, some of which are between 10 and 15 centimeters deep. These potholes have become increasingly prevalent due to weather conditions this past winter but also the double/treble amount of traffic now coming through Marsh due the extended closure of the level crossing work at the junction of Marsh Lane/North Lee Lane.

These 2 subject matter roads do not, repeat not, need pot hole filling as a temporary solution; they need to receive the same solution as applied to the Kimblewick and Bishopstone Roads, which is to fully re-tarmac these roads.

Can you let me know if there is date in the Council's calendar to carry out this work?

Additional bins request.

As suggested resident was asked to canvass opinion on where any additional bin, near the bridge, should be placed.

Resident has asked Kimble Free Church who have no objections to a bin being placed on the grass verge outside the church.