

## Meeting Pack – April 9th 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 12<sup>th</sup> March 2025.
4. **Finance Report:**
  - a. To approve April 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 update on speed signs replacement status.**
8. **To update on potential development of sports facilities (tennis courts and cricket club).**
9. **To review current Financial Regulations Policy.**
10. **To discuss suggestion of bridleway gates to discourage fly tipping discuss options re moving neighbourhood plan details onto Parish website.**
11. **To review S106 and CIL funds.**
12. **To update on year-end, including engagement of internal auditor, AGAR forms, current reserves**
13. **To note accounts to March 2024 and financial controls.**
14. **To consider Clerks salary and outstanding holiday.**
15. **To discuss plans for the Annual Parish Meeting and agree proposed agenda.**
16. **To discuss Great & Little Kimble-cum-Marsh Neighbourhood Plan 2013-2033 (hosting and updating).**
17. **To update on 1<sup>st</sup> May 2025 Local Election Status.**
18. **Community Board Report – Cllr James Cripps.**
19. **Marsh Kerbing/Pinch Point Project update – Cllr Williams.**

20. **Kimble Stewart Hall Report (including considering an application by the Hall Management Committee for a grant to cover redecoration costs) - Cllr Delia Burton.**
21. **Parish Matters, including Parish Stiles.**
22. **Correspondence, reports, and issues (for information only).**
23. **To confirm the date of the next Parish Council Meeting.** on Wednesday 14th May 2025 at 7p.m. before the **Annual Parish Meeting at 8.p.m.**

*P McBride*

**Pauline McBride**

**Thursday 3rd April 2025**

**Clerk to the Council**

**ITEM 3) Minutes.** To agree and sign the minutes of the Parish Council meeting held on 12<sup>th</sup> March 2025.

**Minutes of Great and Little Kimble cum Marsh Parish Council meeting held on Wednesday 12<sup>th</sup> March 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 James Cripps, Cllr Joanne Bourke and Clerk Pauline McBride

**200) Welcome and Apologies:** All Cllrs present.

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

**202) Minutes.** To agree and sign the minutes of the Parish Council meeting held on 12<sup>th</sup> February 2024. Unanimously approved.

**202) Finance Report**

**a) To approve March payments.**

Pauline McBride	February Salary	£687.30		£687.30
Pauline McBride	Expenses February	£35.90		£35.90
Stocksigns Limited	3 Speed signs	£8723.00	£1744.60	£10467.6
Shield Maintenance Ltd	Bin emptying February	£47.66	£9.53	£57.19
BMKALC	Annual subscriptions	£90.00		£90.00
David Fane	Payroll processing	£150.00		£150.00
Playdale	Playground Equipment	£1336.60	£267.32	£1603.92
SRT	February Litterpick	£120.00	£24.00	£144.00
Community Impact Bucks	Annual Subscription	£58.33	£11.67	£70.00
	Cashplus Account		£29.02	£5.81
£34.83	Top up February Expenditure			
<b>Total</b>		<b>£11277.81</b>	<b>£2062.93</b>	<b>£13340.74</b>

**March payments were noted and approved.**

**b) Income Received in February**

Lloyds deposit account interest                      £58.61

**c) Bank Balances** Total Bank Balance as at 28/02/2025 £458883.07

**203) 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:**

25/05404/FUL: Briar Bank, Cadsden Road, Cadsden, Buckinghamshire. HP27 0NB. Application for the demolition of small rear lean-to extension, erection of new rear extension to existing dwelling; external timber cladding to the rear extension and each side of the front elevation; front veranda with post and tension wire railing; removal of chimney and alterations to some windows and external doors (alternative scheme to pp 24/05405/FUL) (part retrospective. There were no objections. **Clerk will comment in support of this application.**

25/05458/FUL: Harewood Barn, Kimblewick Road, Kimblewick, Buckinghamshire, HP17 8TB. Householder application for construction of open front entrance porch. There were no objections. **Clerk will comment in support of this application.**

The following status changes of applications were noted:

24/08053/VCDN: Woodlands, Cadsden Road, Cadsden, Buckinghamshire, HP27 0NB. Application for a variation of condition 2 (plan numbers) attached to 18/08174/FUL (Householder application for replacement of existing shallow pitched, concrete tiled, hipped roof with new steeper pitched structure over reduced area in traditional plain clay tiles, straight gable ends, part flat/curved planted roof, associated roof lights and new chimney stack. New subterranean basement under existing decking area and reconfiguration of garden terracing with associated landscaping. Replacement tree house and stable block within woodland to rear) to allow for changes to approved plans. Application permitted 14/02/2025.

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 have previously agreed with local residents and have strongly objected to this application, which had also been refused by Buckinghamshire County Council. The applicants have now appealed to the Planning Inspectorate and any consultee comments are required by 28<sup>th</sup> March. **The Clerk, with Councillor input, will re-iterate the Parish Councils previously noted strong objection to the Planning Inspectorate.**

25/05065/FUL. 5 Buttercup Crescent, Little Kimble, Buckinghamshire, HP17 0BF. Householder application for construction of single storey rear extension. Application permitted 11/03/2025.

An update was received on the proposed Kimblewick solar farm. A new access plan was proposed under permitted development. The Planning Officer has stated that a revised Construction Traffic Management Plan (CTMP) must be provided as it is a completely new access. The Planning Department will be visiting the site sometime later this month.

The Parish Council thanked Cllr Bourke for her professional representation of the Council, at the recent planning review meeting.

A question on the status of a planning breach reported at the field adjacent to Grove Farm was raised.  
**The Clerk will follow up and report back.**

**204) To update on Cala Homes, including Coronation project.** Work is continuing and Cala still aim to have a draft legal agreement drawn up detailing the responsibilities around the remaining work to be done on the sensory garden. The Parish Council had emailed Henry Ovens, of Lightfoots Solicitors, to mention the upcoming legal work/advice that the Parish Council will require concerning the ownership and transfer of common areas to the Parish Council.

**205) To update re challenging Lloyds bank charges.** Lloyds bank had confirmed that, since over £50000 of funds had passed through the Parish current account, it would be liable for a monthly charge from 18<sup>th</sup> March onwards.

**206) To update on speed signs replacement.** As agreed at last month's Parish Council meeting, three speed signs from Stocksigns Limited had been ordered, received and now invoiced. A1 Build Limited, the Parish Council preferred general maintenance supplier, will install the signs, upon confirmation from Cllr Austin of the exact locations.

**207) To update on potential development of sports facilities (tennis courts and cricket club).** There had been no further developments and Cllrs Williams and Jones again reported that they still had yet to receive that land registry/ownership information that they had requested from the cricket club.

**208) To update on Parish stiles..** The Clerk outlined that Buckinghamshire County Council footpaths department had obtained an agreement, from the landowner, to the first two stiles replacement. However, they noted that the ground was a bit worn so they would organise a contractor to visit and advise of any work needed. **The Clerk will continue to liaise with Buckinghamshire County Council Footpaths Department and report back on progress.**

**209) To discuss options re moving neighbourhood plan details onto Parish website.** The clerk had previously outline that Ionos host the Neighbourhood plan website and costs had increased dramatically over time. (From the initial £8 per month and rising now to £27 per month due to being on an old version of the software). The Parish Council had previously agreed that the sensible option would be to move all the neighbourhood plan data over to the standard Parish Council website and to cancel the Ionos website hosting. Cllr Alison had worked hard to schedule the copying of the entire neighbourhood plan over to the Parish website and also for the Clerk to back up to dropbox. Following further discussion, it was felt prudent to keep the dedicated Ionos web hosting option for another year, thus having the neighbourhood plan data on both the Parish website and the Ionos hosted site (and also backed up to the Parish dropbox).

**Cllr Alison will copy all the data to a memory stick and the Clerk will back up on the Parish dropbox.**

**210) To discuss defibrillator package replacements.** The clerk confirmed that both defibrillators were over 10 years old now and so were out of their warranty period. With this in mind the Clerk had obtained quotes for just the replacement cabinets and also for the entire unit replacement. Quotes of £500 per unit for just the cabinet and £1325 per unit for the entire package had been distributed with the meeting pack. It was resolved to order two package units, containing both the defibrillator and cabinet, from Welmedical,

at a cost of £1325 plus VAT each. **The Clerk will place an order for two units at £1325 plus VAT for each unit.**

**211) To review current Risk Assessment Policy.** The current Risk Assessment Policy had been distributed and reviewed in detail prior to the meeting. A small change on playground risks was suggested and approved. **Clerk will amend and publish the updated approved Policy.**

**212) To review current Internal Controls Policy.** The current Internal Controls Policy had been distributed and reviewed in detail prior to the meeting. All agreed that no changes were required. **Clerk will update to reflect reviewed date and publish the updated approved Policy.**

**213) To review current list of preferred suppliers/approved expenditure.** The Clerk had supplied a list with the meeting pack. The list was reviewed by all and approved.

**214) To update on local elections.** The Clerk had produced and published an elections announcement. (To Parish website, Parish newsletter and onto Parish noticeboards). Councillors had downloaded and completed their nomination papers. It was noted that the papers must be submitted, in person, to the Returning Officer, between 18<sup>th</sup> March and 2<sup>nd</sup> April. If there are more nominations than seats, an election will go ahead on 1<sup>st</sup> May. **The Clerk will take all completed forms to the Returning Officer week commencing 24<sup>th</sup> March.**

**215) Community Board Report.** It was reported that, although funding had been cut, the Traffic and Road Incidents Committees were continuing.

**216) Marsh Kerbing/Pinch Point Project update.** It was noted that the minor changes, implemented by the Community Board, appeared to be helping the situation, local Marsh Lane residents would still like kerbing outside their properties to prevent further road intrusion into their kerbs.

**217) Kimble Stewart Hall Report.** It was reported that hiring charges are increasing and the Committee are still chasing up the smart meter options of selling gas back to the grid. The Parish Council had previously agreed to fund the internal and external redecoration of the Hall and the quotes of £1720 for external and £5120 for internal decorating had been distributed with the meeting pack. **The clerk will look into the mechanics of granting the approved funds over to the Hall Committee who will need to pay their decorating contractors directly.**

It was thought that the hearing loop was still not working as well as it should. **Clerk will ask Sue Howgate and report back.**

#### **218) Parish Matters.**

**Fly Tipping** – It was reported that the new level crossing had resulted in traffic queuing for a little longer, affording motorists more time to view the ungated bridleway as a potential fly tipping site. A gate or similar was thought to be a sensible option to discourage this. **Cllr Jones will ask A1 Build to offer options and quotes. Clerk will add this to the agenda for next month.**

**Bus Stops.** It had previously been agreed that A1 Build would clean/maintain all local bus stops and signs in the spring. Since we are now in March, it was agreed this work could now commence. **Cllr Jones will inform A1 Build to go ahead with this previously approved work.**

**S106 funds** – The Clerk advised that Buckinghamshire Council had finally confirmed some £86k of S106 funds are being held on behalf of the Parish Council. These have to be applied for and can only be used on very specific things. **The Clerk add an agenda item for S106 funds for the next meeting.**

**219) Correspondence, reports and issues (for information only).** The clerk advised that her annual pay review and remaining holiday would be added to next month's agenda for discussion.

A member of the public had asked Cllr Burton to pass on their thanks, to the Parish Council, for the work they do.

Cllr Bourke reported that the 'New Councillor' training, she had recently attended, was incredibly informative and interesting.

The suggestion of providing a local library (similar to other outdoor schemes such as old bus shelters, book cases, phone boxes) was made. The Parish Council had previously discussed this and agreed to wait for local resident groups to agree to run these and then to consider any requests for funding.

**220) To confirm the date of the next Parish Council Meeting 9<sup>th</sup> April 2025**

Meeting closed at 9.05 pm

Chairman.....

Date:

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

**April Payments for Approval**

Pauline McBride	March Salary	£687.10		£687.10
Pauline McBride	Expenses March	£49.40		£49.40
Shield Maintenance Ltd	Bin emptying March	£47.66	£9.53	£57.19
WelMedical	2 replacement Defibrillators	£2650.00	£530.00	£3180.00
Clear Council	Insurance for 2025/2026	£771.53	£87.18	£858.71
RPS Consulting Service	Design for Sensory Garden	£5000.00	£1000.00	£6000.00
Cashplus Account	Top up March Expenditure	£37.61	£7.52	£45.13
		<b>£9243.30</b>	<b>£1634.23</b>	<b>£10877.53</b>

Also note direct debit re pension contribution:

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

Income Received in March:

Kimble Stewart Hall	£1.00
Lloyds deposit account interest	£51.33
Unity Trust account interest	£551.67

Bank Balances at 31<sup>st</sup> March were £446,006.20 The all banks reconciliation is included with the meeting pack for transparency.