

Great & Little Kimble cum Marsh Parish Council

Notice of a Meeting of Great & Little Kimble cum Marsh Parish Council

To: Cllrs J Austin, D Williams, G Redding, D Burton, A Jones, J Good, J Cripps

You are hereby summoned to the Annual Meeting of the Parish Council to be held Kimble Stewart Hall Committee Room on **Wednesday 10th April 2019 at 7.30pm** for the purposes of transacting the following business

Members of the Public are welcome to attend

AGENDA

1. Apologies

To receive and accept any apologies for absence

2. Declaration of interest in any item on this agenda by a member

3. Minutes

To agree and sign the minutes of the Parish Council meeting held on 13th March 2019

4. To approve payments for April 2019

Payment for approval April 2019 Meeting			
1133	Julie Bunker	Apr-19	£312.50
1134	Julie Bunker	Expenses	£58.25
1135	TBS	Dog Waste disposal	£90.00
1136	D A Fane	Payroll 2018-19	£120.00
1137	Came & Co	Annual Insurance	£667.30
1138	MHP	Website Plan	£828.00
1139	Community Impact Bucks	Community Buildings Membership	£55.00
1140	BALC	Annual Membership	£176.81
Neighbourhood Plan Expenses			
1140	Oneill Homer	Committee Room Hire	£3,300.00
1141	Kimble Stewart Hall	Room Hire	£18.00
			£5,625.86

5. Planning Applications and appeals

*To review and confirm the responses made to Wycombe District Council by the planning committee.
(Updated list sent prior to meeting)*

6. Kimble Stewart Hall - Report from Committee members (Cllrs Burton and Redding)

7. To discuss a Footway maintenance schedule for 2019 – Cllr Jones

8. To discuss and agree agenda for Annual Parish Meeting on 8th May 2019

9. To agree subscription to Community Impact Bucks for 2019-20

10. Parish Logo competition – to discuss and agree way forward and budget

11. Parish Litter pick – discuss and agree a date

12. Neighbourhood Plan

- To note minutes and receive progress report from the Working Group
- To approve recommendations from the Kimble NP Working Group

13. Confidential Items

The Public Bodies (Admission to Meetings) Act 1960 makes provision for excluding the public by resolution when confidential business is being considered or there are other special reasons and publicity would be prejudicial to the public interest.

14. Correspondence, reports and Issues (for information only)

- a. Clerks Report*
- b. Reports/Issues from Councillors*
- c. Correspondence Received*

15. To receive items for inclusion on the agenda for the next meeting to be held on 8th May 2019

**Julie Bunker
Clerk**

5 April 2018

Minutes of meeting of Great and Little Kimble cum Marsh Parish Council held on Wednesday 13th March 2019 at Kimble Stewart Hall at 7.30pm

Prior to the start of this meeting a short time will be allocated, subject to the sole discretion *Chairman of the meeting, for statements or questions from members of the public*

Attendance

Cllr Gerald Redding, Cllr Alun Jones, Cllr Delia Burton, Cllr James Good (Chairman)

1. Apologies

To receive and accept any apologies for absence

Received from Cllr John Austin, Cllr James Cripps and Cllr David Williams

2. Declaration of interest in any item on this agenda by a member

None were declared

3. Minutes

To agree and sign the minutes of the Parish Council meeting held on 13th February 2019

The minutes were unanimously agreed and signed by the Chairman

4. To approve payments for March 2019

All payments were reviewed and agreed

Payment for approval March 2019 Meeting			
1126	Julie Bunker	Mar-19	£312.50
1127	Julie Bunker	Expenses	£31.19
1128	TBS	Dog Waste disposal	£32.40
1129	A1 Building and Landscaping	Repair to Noticeboards	£50.00
1130	Greenbarnes Ltd	Replacement door for noticeboard	£341.19
1131	MHP	Domain Hosting	£127.18
Neighbourhood Plan Expenses			
1132	Kimble Stewart Hall	Committee Room Hire	£18.00
			£912.46

5. Planning Applications and appeals

To review and confirm the responses made to Wycombe District Council by the planning committee. (Updated list sent prior to meeting)

6. Kimble Stewart Hall - Report from Committee members (Cllrs Burton and Redding)

No meeting was held in March

Boiler issues have been a problem but resolved now, likely to need replacement in the next 3 years.

7. To discuss a Footway maintenance schedule for 2019 – Cllr Jones

Deferred to April meeting

8. To discuss and agree Annual Insurance Renewal

It was agreed to continue with Hiscock Insurance and to take up the 3-year agreement

9. To discuss and agree mobile phone contract for Clerk

The contract for £18 per month with unlimited calls and texts and 1GB data.

10. To discuss the BCC Rights of Way improvement plan – information circulated prior to the meeting

Cllr Redding will respond on behalf of the Council

11. Neighbourhood Plan

- To note minutes and receive progress report from the Working Group

The minutes had not been circulated with the meeting pack in error and will be circulated via email for comments and approval.

- To approve recommendations from the Kimble NP Working Group
Currently the AECOM report and HRA are being review and should be finished this week. Final push needed to get the draft to the Parish Council for approval, hopefully before the end of March.
- Wycombe District Council would like us to submit the RUR6 initial assessment. Cllr Good read the wording out and it was agreed that he could submit this to WDC.

12. Correspondence, reports and Issues (for information only)

- *Clerks Report*
 - *Nothing extra to repot*
- *Reports/Issues from Councillors*
 - *It was suggested that at Parish Logo be found, discussions around holding a competition we had, item to be added to April Agenda*
 - *Parish Litter Pick - It was noted that some members of the Parish were litter picking areas around their homes. Clerk to contact WDC regarding provision of bags and collection of bags. Possibility of organising a parish wide litter pick day.*
 - *Voneus – Still not broadband in the Village Hall. Possibility that the house next to the station may be able to accommodate a dish/mast. Cllr Reading will find out the names of the residents*
- *Correspondence Received*
 - *All email correspondence received has been circulated to Councillors and, where necessary, added to the agenda for discussion*

13. To receive items for inclusion on the agenda for the next meeting to be held on 10th April 2019

- Parish Litter Pick
- Parish Logo competition
- Parish Footways

Chairman.....

Date: 13th April 2019

PLANNING FOR DISCUSSION AT APRIL 2019 MEETING

7/Apr/19	Date of application	Address			Brief description of proposal	Comments	Current status of application
18/07945/FUL	04/12/2018	Lake House	Marsh	Marsh	Conversion and alterations to existing outbuildings and garage to form new 3 bed dwelling including new detached double garage	Objection submitted	Awaiting decision by WDC (expiry dates for comment 21st Dec 2018)
18/07975/OUT	04/12/2018	The Laurels	Marsh Road	Little Kimble	Outline application (including details of access) for residential development of up to 14 x 2-storey residential units with associated access	Objection submitted	Awaiting decision by WDC (expiry dates for comment 25 Dec 2018)
19/05458/FUL		Hill View Farm	Moreton Road	Kimblewick	Erection of cattle shed and farm machinery building (Retrospective)		Awaiting decision by WDC (expiry dates for comment 25th March 2019)
CHANGE OF STATUS SINCE LAST MEETING							
19/05074/FUL	14/01/2019	Sunnybank	Church Lane	Gt Kimble	Householder application for creation of patio		Application permitted
19/05260/FUL	02/02/2019	4 Horstone Cottages	Kimblewick Road	Gt Kimble	Householder application for construction of single storey rear extension		application withdrawn
19/05121/FUL	06/06/2019	12 Swan Cottages	Lower Icknield Way	Gt Kimble	Householder application for replacement single storey rear extension, insertion of roof light to front roof slope and construction of dormer window to rear		Application permitted
NEW APPLICATIONS SINCE LAST MEETING							
19/05596/FUL	02/04/2009	Opp Ashbrook Farm	Marsh	Marsh	Construction of 4 bed detached dwellinghouse and detached garage with office above including creation of access of Marsh Lane		Awaiting decision by WDC (expiry dates for comment 23rd April 2019)
19/05708/FUL	22/03/2019	Hill View Farm	Moreton Road	Kimblewick	Erection of side extension to existing Agricultural Workshop to replace building lost by fire		Awaiting decision by WDC (expiry dates for comment 18 April 2019)

**Minutes of the Kimble Stewart Hall Committee Meeting held on
Wednesday 6th Feb 2019 at 7pm**

Attendance and Apologies

Sue Howgate
Delia Burton
Gerald Redding
Peter Parsons
Maggie Kaye
Penny Standen (new)

Apologies

Richard Needle Julie Bunker

2 To agree and sign the minutes not included in this Agenda

The Minutes of 5th December 2018 were agreed and signed as a correct copy

3 Matters Arising from minutes not included in this Agenda

Owing to the boiler break down some church heaters were borrowed from St. Nicholas to supply heating to the hall and the Committee agreed that the first church booking of 2019 should be free.

4 Information update (items not covered in the agenda)

Sue Howgate reported that payment did not go through to the Performing Rights Society owing to the problems occurring with HSBC but has gone now. There was an issue with the password which has now been resolved and the internet banking is now up and running. The boiler insurance has been renewed and discounted for 5 years providing no claims are made. The Allied Westminster Insurance Services (for the village hall) has also been paid. British Gas Business Care is paid in instalments and the Valuation Agency has been dealt with as has the return to the Charities Commission.

5 Treasurer's Report February 2019 - Julie Bunker

Account Balances

Current Account Balance £4793.43

Deposit Account Balance £7008.26

6 Hire Charges for Hall

- The Committee discussed the hire charges for the hall and agreed that this be discussed again in April 2019.

7 Booking Secretary's Report

- Bucks Art is not using the hall in June.
- The Maternity Class cancelled in sufficient time as there were insufficient numbers for it to go ahead but there will be sessions booked in the future.
- A new booking has been received for Sunday.
- Letters to hirers have been circulated by Sue and Amanda regarding disposing of the rubbish but some hirers have not submitted up to date information about who to contact and who are Treasurers. The regular hirers have been asked to update their details.

8 Future Planned Spending

- The surface in the front of the hall is to be inspected.
- The appropriate sound system for the hall is still to be investigated as to whether it is for music or speech. There are 4 built in speakers already in the hall.
- Gerald Redding will enquire of the Horticultural Society about a future system.
- Sue Howgate had arranged to meet with Voneus but they had already visited the area and found there was no signal as aerial was not in the line of the site. Voneus had not responded to any emails. Gerald Redding will ask Alan Jones to try and negotiate with them to organise a line of site.

9 Fund Raising Events

- Unfortunately the Race Night has had to be cancelled as there was a local celebration on the same evening so not enough people would be attending. Richard Needle will confirm a new date.
- Peter Parsons suggested a Quiz Night and he will contact Peter Gehnich regarding this. It was suggested the profits could be split between the Village Hall and a charity.
- Delia Burton suggested Aylesbury College or Thame Players be contacted for future fund raising events and Cymberline's to be approached regarding their availability for repeat variety show with a fish and chip supper.

10 Maintenance

- The boiler is now working and the cost of replacing boiler parts was covered by the insurance with British Gas. The annual service has been completed.
- Any group affected by the boiler break down will be re-imbursed if they were inconvenienced by the breakdown.
- Sandy's have put in a new drain and created a soak-away. Their invoice has now been paid
- Terry Kaye has been asked to look at the leaking guttering at the side of the hall.
- Terry has repaired the waste pipes in the sinks in the ladies toilets.
- Sue Howgate thanked Gerald Redding and Terry Kaye regarding their help

while the boiler was being repaired.

- Sue Howgate reported all the radiators are now working.

11 **Health and Safety**

- Some of the hirers overloaded the fuses by bringing in extra heaters
- Sue Howgate will ask Remi to check the heaters on the wall and to see if a three phase system is possible. Also could the fuse board be re-sited.
- The outside lights at the disabled entrance are coming on too late. The sensor needs to be moved.

Expanding the Team

- The Committee hope that Penny Standen would like to join the Committee.

Any Other Business

- Peter Parsons reported that the long tables have been put away quite dirty with bits of tape on them. It is hoped that the recent letter will lead to an improvement.
- Gerald Redding reported that there was a new switch for the water heater which will be set at 3 hours before switching off. This will be installed by Remi Chapman.

Signed **Dated**

Kimble Neighbourhood Plan Working Group Meeting: Minutes

Date 27/02/2019

Time: 7.30 pm

Venue: Kimble Stewart Hall

Working Group Attendees: James Cripps, Tom Dixon, James Good, Sue Howgate, Robert Martin, Gerald Redding, David Williams

Parishioners in attendance: Tim and Clare Cassidy, Rick Eveleigh

In attendance: Julie Bunker, Clerk to the Parish Council

Apologies: Delia Burton

	AGENDA ITEM	Minutes
1.	Welcome, attendees, apologies	Apologies had been received from Delia Burton.
2.	Minutes of the 23 January 2019 meeting	Approved.
3.	Updates to the Conflicts of Interest Register	No updates were declared.
4.	Parishioners in attendance – points of concern	JG welcomed Julie Bunker, Clerk to the Parish Council, and the Parishioners in attendance to the meeting. He advised the meeting that he would amend the agenda running order so that as much of the non-site selection specific aspects could be discussed with the Parishioners in attendance. It was confirmed that no Parishioner had a conflict of interest. JG described the Working Group (WG) process and said the aim was to be as transparent as possible, otherwise the Neighbourhood Plan (NP) would not be approved and the unpaid effort made by the WG to get the best result for the community would be wasted. He confirmed that former members of the WG who had an interest in the sites under consideration had not been involved in the site selection process. The site selection process was moving to a conclusion, but certain documentation could not presently enter the public domain for public comment until approved by the Parish Council. The decision to accept or reject the NP would be made by Parishioners in a referendum; a bare majority being required for acceptance. Rick Eveleigh said that he was satisfied with the operation of the WG, but had concerns regarding the timely posting of agendas and minutes to the website, and additionally that public comments being made were not visible. JG explained that elements of recent minutes had to be redacted due to confidentiality regarding site selection and consequently there had been a delay. He undertook to take up with Wycombe District Council (WDC) the matter of public comments.
5.	Progress on the Habitat Regulation Assessment	The HRA had been received from AECOM and circulated by DB to WG members. It was noted that to reinforce the conclusion of no adverse effect on integrity, the HRA had recommended that the policy requirement of Local Plan policy DM16 is reflected in the NP policy. The HRA also recommended, for completeness, that the NP should include a policy that explicitly states 'new development will only be supported if it will not have an adverse effect on the integrity of the Chiltern Beechwoods Special Areas of Conservation or other European sites'. It was agreed that these inclusions be made. Otherwise WG members were content with the HRA. JG undertook to forward the HRA to WDC with a comment that it was being reviewed for typographical and any other errors. RM would carry out this review and then circulate the amended document to WG members.
6.	Response to WDC letter	Certain comments were made regarding JG's response to WDC's Judith Orr's letter to him of 18 January 2019 – WDC or its successors being named in the WG's policies and schools in the plural rather than singular. WDC clarification on the Settlement Boundary Plan would also be sought. WG members were asked to revert to JG with any further comment by 3 March 2019. He would then forward his response to Judith Orr.

7.	WDC Major Modifications Review of RUR6	JG advised the need to review the latest major modifications document on RUR6 and respond to WDC with any comment. WDC's modifications were discussed. The removal of reference to a maximum of 160 homes at 2. b) i was raised, the meeting concluding that this would not impact the 160 required homes under the NP, but rather give WDC flexibility to provide small scale planning application approval or approval regarding development outside the NP i.e. a potential AONB development. JG would confirm to WDC that the WG were content with the modifications to RUR6, subject to his receiving any comment from WG members by 3 March 2019.
8.	NP Policies	TD advised that he had been through WDC's Residential Design Guidance. He had determined that some of the WG's policies were duplications and some were at minor variance to WDC's Residential Design Guidance. Where this is the case he suggested that they were deleted from the WG's policies and WDC's policies adopted. He noted however that some of the WG's policies concerned maintaining the special character of the Parish and he proposed that they be retained, with required adjustments to some. He had inserted comments in red into Judith Orr's letter of 18 January 2019 to JG as they concerned Design Principles which would serve as a response to the comments she had made. TD's comments were approved.
9.	AECOM Sustainability Appraisal Review	JC referred to his email to the WG of 20 February 2019 in which he attached a revised paper setting out discrepancies in the most recent version of AECOM's Review, with suggested resulting amendments. The problem was that AECOM operates principally on the basis of map reading without reference to other relevant local factors. For the Parish these included sewage and surface water issues in Clanking and the planned major increase in traffic along the B4009/A4010 as it becomes the Princes Risborough bypass, and the accompanying required infrastructure improvements. These are particularly pertinent to the Community and Transportation site assessments given the basis adopted by AECOM for their judgements. JC emphasised that the AECOM codings are preliminary. It was up to the WG to consider the potential impact of mitigation, in particular whether an upgrade is appropriate to any of the site codings. JC had suggested coding changes to biodiversity, climate change, landscape and historic environment, land, soil and water, community and transportation. The meeting discussed and commented on these changes and it was agreed, subject to any further WG member comment, that JC should provide a covering note and response to AECOM.
10.	Plan for submission of documents to the March Parish Council Meeting	Given the documentation still to be finalised and a two week notice period advised by Julie Bunker for PC agenda and documentation, the meeting thought it would be unlikely that a sites recommendation could be made to the PC's March meeting. JG advised that he would inform Julie Bunker when the finalised documentation and the WG's sites recommendation can be submitted to the PC. A special meeting of the PC may be required for this.
11.	WG attendees at Parish Council meeting	It was noted that the PC would decide who is invited to attend the PC meeting at which the WG sites selection recommendation is made. The meeting therefore requested JG as Chairman of the WG to ask the PC to invite all members of the WG to that meeting.
12.	Any Other Business	It was agreed that WG members should not comment on planning applications made outside of the NP process. RM was asked to incorporate required wording into the Conflicts of Interest Policy, which would be circulated to WG members for approval.
13.	Date of Next Meeting	To be advised.