

# 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 a Meeting of the Parish Council to be held Kimble Stewart Hall Committee Room  
on **10th January 2018** at 7.30pm to transact 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 13<sup>th</sup> December 2017*

**4. To review accounts and approve payments for January 2018**

Payment for approval January 2018 Meeting			
1027	Clerks Salary	Jan-18	£312.50
1028	Clerks Expenses	Jan-18	£22.00
1029	TBS	Waste bin collection	£32.40
1030	RCOH Ltd	Response to AVDC Local Plan Consultation	£720.00
Neighbourhood Plan Expenses			
1031	RCOH Ltd	Reponse to WDC Local Plan consultation	£720.00
1032	Kimble Stewart Hall	Committee Room Hire 20/11/17	£18.00
1026	Bucks Free Press	Call for Sites Advert	£932.40
	<b>Total for month</b>		<b>£2,757.30</b>

**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. Neighbourhood Plan**

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

**8. Playground – To agree costings and deposit payment and to discuss wording for signage**

**9. Correspondence, reports and Issues (for information only)**

- o *Clerks Report*
- o *Reports/Issues from Councillors*
- o *Correspondence Received*

**10. To receive items for inclusion on the agenda for the next meeting to be held on Wednesday 14<sup>th</sup> February 2018**

**Julie Bunker**  
Clerk

**4<sup>th</sup> January 2018**

## Minutes of meeting of Great and Little Kimble cum Marsh Parish Council held on Wednesday 13<sup>th</sup> December 2017 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*  
*1 member of the public in attendance*

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### Attendance

Cllr John Austin (Chairman), Cllr Gerald Redding, Cllr Alun Jones, Cllr Delia Burton, Cllr David Williams, Julie Bunker (Clerk)

### 1. Apologies

*To receive and accept any apologies for absence*

Apologies were received and accepted from Cllr James Cripps and Cllr James Good.

### 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 8<sup>th</sup> November 2017*

The minutes were agreed and signed by the Chairman

### 4. To review accounts and approve payments for December 2017

The accounts were noted the payments approved

Payment for approval December 2017 Meeting			
1019	RBL	Poppy Wreath	£100.00
1021	Clerks Salary	Dec-17	£312.50
1022	Clerks Expenses	Dec-17	£48.73
1023	TBS	Oct/Nov	£64.80
Neighbourhood Plan Expenses			
1020	Mrs Sue Howgate	Expenses	£103.24
1024	RCOH	Invoice 2	£1,890.00
1025	Kimble Stewart Hall	Meeting room hire x 2	£36.00
	<b>Total for month</b>		<b>£2,555.27</b>

### 5. To review income/expenditure, budget and agree precept for FY 2018/19

The budget and expenditure were discussed and unanimously agreed that the precept should remain as 2017/18.

### 6. 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)*

The distributed list was discussed and noted.

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

The Hall Committee and investigating the installation of new signage at the front of the hall. It was agreed that a letter of thanks should go to the Hall Committee for their continued work on managing the hall.

### 8. Neighbourhood Plan

- To note minutes and receive progress report from the Working Group
  - The minutes were noted.
  - Call for sites likely to happen in early 2018 but work is needed on this.
- To approve recommendations from the Kimble NP Working Group
  - There were no recommendations to approve.

- To discuss and agree funding for work by RCOH Ltd on responses WDC NLP
  - RCOH had prepared and submitted comments to the WDC Local Plan Consultation of behalf of the Parish Council, the expenses for this will be included in the NP budget. This was agreed,

**9. To discuss and agree funding for RCOH Ltd to undertake a formal response from the Parish Council to the Aylesbury Vale Local Plan.**

This was discussed and the budget agreed.

**10. Playground – update on costings for new equipment vs repair and to agree expenditure– Cllr Delia Burton**

Cllr Burton presented costs for the exact replacement of the damaged and missing wooden posts on the Children’s walkway which would be £2800. Cllr Burton also presented costs for removal of the damaged posts and replacement with a new equipment which she felt would update the Walkway, which has been in place since 2000. The cost for this would be £4000. It was agreed that new equipment would be ordered once terms have been agreed with Playdale.

The clerk will amend the 2018/19 budget to include these works and also a general maintenance budget for the playground of £2000.

We have been awarded a grant of £600, from Cllr Clive Harriss (WDC , towards new signage for the Playground. Once the funds are received we will confirm wording and order.

**11. Pecuniary interests - please check for any changes to your current Councillor DPis and confirm to the clerk there is no change or submit a new form (attached) if necessary.**

All Councillor present declared that they had no change to their interests.

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

- *Clerks Report*
  - *TfB have sent through a form to fill in to apply for a costing for a Pegasus Crossing on the B4009 but there is unlikely to be any funding available from them. Possibility that HS2 may had some funding, Cllrs Burton and Williams will look into this.*
  - *The MVAS will be moved to Grove Lane*
  - *A VAT reclaim has been submitted and refund has been paid into our account.*
- *Reports/Issues from Councillors*
  - *Church Lane – Overhanging trees near Manor Cottage caused a great deal of problems during the recent snowfall as there were bent over the carriageway making it impassable, The Clerk has already been in touch with TfB regarding this and will follow up. We will also put a note in the next Parish Magazine to remind residents to cut their overhanging vegetation back regularly.*
- *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 Wednesday 10<sup>th</sup> January 2018**

None were received

Chairman.....

Date: 10<sup>th</sup> January 2018

# Planning Applications for discussion at January 2018 meeting

4/Jan/18	Date of application	Address			Brief description of proposal	Comments	Current status of application
17/07378/FUL	18/09/2017	The Orchard	Grove Lane	Gt Kimble	Erection of 7 dwellings comprising a mix of 2 x 2 bed, 3 x 3 bed and 2 x 5 bed houses( including 2 Starter Homes) with associated vehicular access, landscaping, bin/cycle store and new detached garage for The Orchards		Awaiting decision by WDC (expiry dates for comment 11th October 2017) Extension applied for PC comments
17/07500/FUL	14/09/2017	Clematis Cottage	Lower Icknield Way	Gt Kimble	Erection of 1 x 3 bed detached dwelling with detached garage and parking area		Awaiting decision by WDC (expiry dates for comment 20th October 2017)
17/07501/FUL	14/09/2017	Willowcroft	Marsh Lane	Marsh	Householder application for construction of single storey side extension and front porch (part retrospective)		Awaiting decision by WDC (expiry dates for comment 20th October 2017)
17/07500/FUL	28/09/2017	The Red House	Church Lane	Gt Kimble	Householder application for construction of x2 two storey side extensions and alterations to roof (alternative scheme to PP 16/07983/FUL)		Awaiting decision by WDC (expiry dates for comment 24th October 2017)
17/08175/FUL	22/11/2017	Kimble Free Church	Grove Lane	Little Kimble	Erection of single storey rear/side extension incorporating entrance porch and ramp to west elevation		Awaiting decision by WDC (expiry dates for comment 15th December 2017)
<b>CHANGE OF STATUS SINCE LAST MEETING</b>							
16/08454/FUL	24/01/2017	Land at Stables Farm	Marsh Road	Little Kimble	Application for erection of single storey 3-bed detached dwelling (Retrospective)	Objection comments submitted	Permission with Planning Obligation
17/08028/PNP3Q	13/10/2017	Old Rifle Range Farm	Risborough Road	Great Kimble	Prior notification application (Part 3, Class Q) for change of use of existing agricultural building to create 1 x 2 bed dwelling (Use Class C3) and associated operational development		Application Refused
<b>NEW APPLICATIONS SINCE LAST MEETING</b>							
CC/0121/17	22/12/2017	Great Kimble C of E School	Church Lane	Great Kimble	The demolition of 'Springwood Cottage', which is to be replaced by a new, single storey Hall and 2 classroom teaching block. The existing driveway of 'Springwood Cottage' is to be replaced with new staff parking and drop-off zone. New hard and soft landscaping is also proposed, to facilitate external teaching		Awaiting decision by WDC (expiry dates for comment 23rd January 2018)

# Kimble Neighbourhood Plan Working Group Meeting: Minutes

Date 20/12/2017

Time: 7.30 pm

Venue: Stewart Hall Committee Room

**Working Group members:** Alun Jones, Delia Burton, Gerald Redding, James Good, John Austin, Robert Martin, Roger Howgate, Sue Howgate, Tim Shirra, Zeena Shirra, Leo Todd

**Apologies:** Thomas Dixon, James Cripps, Iona McKinnon, David Williams

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1. Minutes of last meeting: **Agreed**
2. Potential conflicts of interests:

**Agreed:** guidelines do not exclude someone from being in the WG, so long as anyone who has a conflict of interest doesn't take part in the voting or the assessment of their own sites.

**Action:** Julie to re-send conflict of interest forms to those who haven't filled in. All should declare the land parcel number of interest to them.

**Action:** All to write a one paragraph bio for the website.

**Action:** James G to draft a conflict of interest policy statement and check proposed approach with Neil.

**Action:** All to ensure documents on the website refer to parcels as "Initial Assessment".

3. Review/discussion of ongoing site strategy and next steps including:

**Discussion:** Roger presented a detailed study he had conducted on Sites S189 and S198 against WDC's criteria to highlight issues to show misalignment and inconsistency. The paper also further clarified the ownership of Site 198. A decision by the owners regarding availability is pending written confirmation.

**Suggestion:** James G suggested we will get technical help in getting the sites assessed, to which Delia reminded the group that there is grant funding available for this help.

**Action:** Re the land on 198 not belonging to the Consortium, James to request from JB planning consent and Section 106.

- a. EVALUATION CRITERIA

**Discussion:** The team discussed Site evaluation criteria which needs a focused session to draft a full list. The following points were discussed.

- *There should be a strong policy against use of green belt green field – with possible very few exceptions.*
- *Brown Field sites in Green Belt (if no increase in floor space) should be given preference over Greenfield sites in non-Green Belt.*

4. Call for sites and community Engagement

**Agreed:** Sue presented a proposed plan for a community engagement event. After a team discussion it was agreed that a Café Day style event would be held in early Feb and a Group planning meeting in early Jan (3<sup>rd</sup> Jan TBC). Also agreed that prior to the event a booklet/pack containing the following will be prepared to share with the Parish:

- Details of the Café Event
- Survey Results
- Call for Sites announcements

**Action:** Sue volunteered to manage the Café Day and development of the booklet. All to volunteer to help Sue as requested.

**Action:** Tom and James G to provide final draft of the call for sites after some wording changes during the meeting.

**Action:** Leo to contact WDC, because the team were unsure about best practice on length of time for the Call for Sites and if WDC have some kind of distribution list.

**Action:** The Group agreed a multi-media approach to informing the Parish. The following were suggested and agreed:

- Website (Leo)
- Newsletter (Sue)
- Newspapers (Sue)
- Leaflet drop (Sue, Roger and helpers)
- Noticeboards (TBC)

5. Update and any actions on grant funding from My Community : **No issues**

6. Update on Project schedule/plan.

**Action:** James G to get the latest version of the updated timeline in Excel from Neil + Zeena to review and provide a revised high level draft timeline for team review at the next meeting.

7. Confirmation of next meeting date : Wednesday Jan 17<sup>th</sup> okayed

8. A.O.B. : Brief discussion on GDPR and Data Protection to ensure the group understands the rules and are compliant.

**Action:** Sue to share her knowledge on the subject at the next meeting.