

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 **Wednesday 11th October 2017 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 September 2017

4. To review accounts and approve payments for October 2017

Payments for approval at October 2017 Meeting			
1004	Clerks Salary	Oct-17	£312.50
1005	Clerks Expenses	Oct	£130.46
1006	Community Impact Bucks	Community Buildings Membership	£55.00
1007	WDC	Playground Inspection	£72.00
1008	Richard Billyard	Grass Cutting	TBC
Neighbourhood Plan Expenses			
	Kimble Stewart Hall	Committee Room Hire	TBC
	Total for month		£569.96

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 agree a donation of £100 to the Royal British Legion for the Remembrance Day Poppy Wreath

8. Playground – Review Annual inspection and agree budget for repairs and future maintenance - Cllr Delia Burton

9. Neighbourhood Plan

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

10. St Nicholas, Great Kimble Churchyard closure

To discuss the proposal to close the Church yard and for the Parish Council to take over the maintenance.

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

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

12. To receive items for inclusion on the agenda for the next meeting to be held on Wednesday 8th November 2017

Minutes of meeting of Great and Little Kimble cum Marsh Parish Council held on Wednesday 13th September 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*
There was 1 member of the public in attendance

Attendance

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

1. Apologies

To receive and accept any apologies for absence

Apologies were received 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 12th July 2017

The minutes were agreed and signed by the Chairman

4. To review accounts and approve payments for September 2017

All payments were agreed and cheques signed

Payments for approval at September 2017 Meeting			
996	Clerks Salary	Sep-17	£312.50
997	Clerks Expenses	Aug/Sept	£60.62
998	Roger Nash	Internal Audit fee	£100.00
999	TBS Hygiene	Waste Collection June/July/Aug 2017	£110.16
1000	Sue Howgate	Broad Band Leaflet printing	£25.00
1001	Sovereign	Swing Removal	£144.00
1002	Richard Billyard	Grass cutting	£1,358.00
Neighbourhood Plan Expenses			
1003	Kimble Stewart Hall	Room hire for NPWG Meeting 16/8/17	£17.50
	Total for month		£2,127.78

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)

The Hall Committee do not meet in August, the minutes from the AGM held in July were noted. Cllr Redding added that replacement of some of the roof tiles is needed and quotes are being sought. Theatre in Our Village has been postponed and will be rescheduled for summer 2018.

7. Neighbourhood Plan

- Progress report from the Working Group
Cllr Austin gave an update of the working group meetings.
- To approve recommendations from the Kimble NP Working Group
 - Budget Approval
It was unanimously agreed that the NP budget be set at £10k for 2017/18 and £10k for 2018/19. Grant funding is being applied for, which may be up to £15K.
 - Appointment of RCOH Ltd
It was unanimously agreed that RCOH be appointed as consultants. The clerk will write to them confirming this.
 - Working Group Terms of Reference
The Working Group Terms of Reference were unanimously agreed.

8. A4010 – RTA at Pedestrian Refuge near The Swan – Cllr Delia Burton

To discuss and agree any actions arising from this incident

Due to the likely increase in traffic along this section of road, from both the New Local Plan to upgrade the B4009 and due to increased housing in the Parish, it was felt that a Pegasus crossing would be beneficial. The Clerk will contact TfB as a start point.

9. Community Impact Bucks - Community Buildings Membership

To discuss and agree membership to this scheme

It was unanimously agreed to join this scheme.

10. A4010 Footways – Cllr Alun Jones

To approve quote for siding out footways along A4010

Cost were approved and work is due to start w/c 25th September 2017.

11. A4010 - Approach to Askett Roundabout – new site for MVAS

To discuss options and agree new location for MVAS

The Clerk reported that she had been in correspondence with TfB and a local resident about installation of the MVAS along this section of road. The cost of installing a new ground screw would be in the region of £1000. James Tunnard of TfB had agreed we can install it on the post of the roundabout road sign. It was unanimously agreed this was the best way forward.

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

a. Clerks Report

- *October meeting*

The Clerk report that she would be away the week prior the October meeting so the Agenda and meeting papers would be distributed a week earlier that usual.

- *EW Rail Consultation*

No works are planned along the Aylesbury to Risborough line as part of this consultation.

b. Reports/Issues from Councillors

- *HS2/EW Rail crossing point at Marsh*

There is still no clarification on how HS2 will cross the EW Rail line near Marsh.

c. 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 11th October 2017

None were put forward at this time

Signed.....
Chairman

11th October 2017

Unaudited accounts for the year April 2017- March 2018

Great and Little Kimble cum Marsh Parish Council

													Budget tracker		
	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	Total	Budget	Balance
Receipts													1.01	3.00	1.99
Lloyds Bank Deposit Account Interest	0.35	0.32	0.34										45000.00	45000.00	
Precept from WDC / Grant		22780.64				22219.36									
Neighbourhood Plan Grant Funding															
Refund of VAT / Insurance Claim													36.17	39.00	2.83
KSH Rent/Wayleave income from utilities			1.00		34.17	1.00									
CIL/S106															
BCC Agency Receipts															
Other															
TOTAL RECEIPTS	0.35	22780.96	1.34		34.17	22220.36									
Payments															
General Admin	53.94	267.45	31.00	91.80		185.62							629.81	2062.00	1432.19
Staff Costs	312.50	432.50	312.50	625.00		312.50							1995.00	3875.00	1880.00
Neighbourhood Plan						17.50							17.50	15000.00	14982.50
Kimble Stewart Hall															
Open Spaces (not incl Grass Cutting)		20.00											20.00		-20.00
Maintenance/Inspections of Assets				610.00									610.00	1000.00	390.00
Grass Cutting/Bin Emptying	639.50	687.00	755.00	784.50		1449.80							4315.80	6400.00	2084.20
Grants				250.00									250.00	850.00	600.00
Parish Projects 2017/18 (Kerbing/Playground)	23.44	1800.00	7200.00			120.00							9143.44	20778.00	11634.56
Website Costs	795.98	17.98		15.00									828.96	900.00	71.04
Subscriptions	169.65		30.00										199.65	400.00	200.35
VAT Payments	163.88	367.09	1450.80	125.00		42.36							2149.13		-2149.13
S137														100.00	
TOTAL PAYMENTS	2158.89	3592.02	9779.30	2501.30		2127.78								51365.00	
RECEIPTS less PAYMENTS	-2158.54	19188.94	-9777.96	-2501.30	34.17	20092.58									
Cash Summary															
Lloyds Bank															
Opening Balance	9321.88	7162.99	23334.61	16573.10	14072.01	14106.18									
Receipts less payments	-2158.54	19188.94	-9777.96	-2501.30	34.17	20092.58									
Closing Balance	7163.34	26351.93	13556.65	14071.80	14106.18	34198.76									
From Statements															
Lloyds Bank Deposit Account	8042.48	8043.15	8043.49	8043.49	8043.49	8043.49									
Lloyds Bank Current Account	7162.99	23334.61	17304.10	15437.01	14356.18	34548.76									
less unpaid cheques & plus non credited receipts		223.00	731.00	1365.00	250.00	350.00									
Lloyds Bank Current Account NET	7162.99	23334.61	16573.10	14072.01	14106.18	34198.76									
Total net Net bank balance	15205.47	31600.76	25347.59	23480.50	22399.67	42592.25									
Total Funds (End Month)	15205.47	31600.76	25347.59	23480.50	22399.67	42592.25									
General Reserve	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00			
Net available funds	7205.47	23600.76	17347.59	15480.50	14399.67	34592.25	-8000.00	-8000.00	-8000.00	-8000.00	-8000.00	-8000.00			

Planning Applications for consideration at October 2017 Parish Council Meeting

1/Oct/17	Date of application	Address			Brief description of proposal	Comments	Current status of application
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	Awaiting decision by WDC (expiry dates for comment 22th February 2017)
17/07155/FUL	18/05/2017	Brook Farm	Marsh Road	Little Kimble	Householder application for the construction of two storey rear extension, replace existing flat roof with pitched roof and alterations		Awaiting decision by WDC (expiry dates for comment 8th September 2017)
17/07113/VCDN	18/05/2017	Site Of Kasturi Indian Restaurant	Risborough Road	Little Kimble	Variation of condition 2 (plan numbers) attached to PP 17/05305/FUL (Demolition of an existing restaurant and erection of a terrace of 4 x 3 -bed terraced homes with associated parking) to allow an amended list of approved drawings		Awaiting decision by WDC (expiry dates for comment 13th September 2017)
CHANGE OF STATUS SINCE LAST MEETING							
16/08176/FUL	04/12/2016	Stables Farm	Marsh Road	Little Kimble	Change of use of land to provide 4 additional mobile homes and creation of additional access	Objection comments submitted	Application Refused
17/06745/FUL		Briarcroft	Marsh Road	Marsh	Demolition of 4 existing buildings to the rear of his property and the erection of a single storey family dwelling of outstanding architectural design that embodies eco-living and sustainable building techniques.		Application Refused
NEW APPLICATIONS SINCE LAST MEETING							
17/07354/FUL	30/08/2017	Kimsale House	Brookside Lane	Little Kimble	Householder application for construction of garden room extension to west elevation with glazed veranda		Awaiting decision by WDC (expiry dates for comment 6th October 2017)
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
17/07403/FUL	22/09/2017	The Red House	Church Lane	Gt Kimble	Householder application for construction of detached outbuilding (alternative scheme to PP 16/07983/FUL)		Awaiting decision by WDC (expiry dates for comment 13th October 2017)

Kimble Stewart Hall Committee

Minutes of the Kimble Stewart Hall Committee Meeting held on Wednesday 6th September 2017 at 7pm

1 Attendance and Apologies

Attendance

Sue Howgate
Julie Bunker
Gerald Redding
Peter Parsons
John Simmons
Delia Burton
Richard Needle
Maggie Kaye

2 To agree and sign the minutes from Meeting of 5th July 2017

The Minutes were agreed and signed as a correct record.

3 Matters Arising from minutes not included in this Agenda

No extra information

4 Information update (items not covered in the agenda)

None

5 AGM

It was noted that there were several notes for action to be discussed.

6 Treasurer's Report

Current Account Balance £7044.74

Deposit Account Balance £5218.32

No outstanding overdue invoices

The audited accounts show no change from the AGM figures
Income appears reduced from £12,330 last year to £10,775.80 this year.
Bookings are down this year and not as much fund raising income.

The Committee would like to thank Roger Nash for auditing the accounts and after a general discussion it was agreed that a £25 garden voucher should be presented in appreciation.

7 Booking Secretary's Report

There is an outstanding invoice of £45.00. After a general discussion it was agreed that a member of the Committee would visit in person as emails and telephone calls had not been answered.

Jane Waller has cancelled the weekend booking beginning of December. Rowan Carter from Aylesbury Youth Centre and Rhiannon Wale have booked to use the hall.

8 Fund Raising Events

- **Theatre in our Village** - 14th October 2017
Delia Burton has received a telephone call from the producer informing her that the proposed show would either have to be slimmed down to a form of a radio show or a revised Victor and Albert. After a lengthy discussion it was felt by the Committee that it should be postponed until next year. Notices would be put up to inform people that it had been cancelled for this year.
- **Casino Night**
Following a discussion this would be proposed for June 2018.
- **Jumble Sale/Table Top Sale**
A Table Top Sale is planned for 21st October 2017 from 10.00 am until 12.30 pm. The Kimble and Ellesborough WI are proposing a cake stall and any profit to be divided between the WI and the Stewart Hall Funds. This proposal to be updated at the next meeting.

9 Maintenance

- The emergency light switch has been replaced and is now working
- Sue Howgate has received an estimate for roofing work of £520 plus VAT. Another estimate is needed before any decision is taken.
- The water to the Stewart Hall will be turned off on Friday for water pipe works.
- The Committee looked at three different kind of steps to access the stage but after a general discussion it was decided that stalls should not be put on the stage but kept on the hall floor.
- Terry Kaye is keeping a log for emergency lighting.
- Keys to the windows have been found.
- The stage gate still needs attention.
- Sue Howgate informed the Committee that the agreement with Scottish Power has ended. After a discussion it was agreed that Sue Howgate would renew it for a further year after discussing a reduction.
- It was agreed to renew the subscription to Community Impact. Julie Bunker to ask Parish Council to bear the cost.

10 Health and Safety

- Sue Howgate presented a Health and Safety Document for halls and hirers. The Committee were reminded that hirers should not bring in to the hall any electrical equipment which has not been PAT tested.

11 Any Other Business

- Richard Needle gave his apologies for not being able to attend next month's meeting.
- Gerald Redding mentioned that the broom which is left by the top of the stairs should be returned to the cupboard by the Gents toilets. It was agreed to label it accordingly.

Signed Dated

Delia Burton
Great and Little Kimble cum Marsh Parish
Council
20 Kimble Park
Little Kimble
Aylesbury
Buckinghamshire
HP17 0UG

Quotation

Quotation Number 0000045109

Quotation Date 28/09/2017

Scheme Number

Project For Replacement Timbers

Product Code	Product Name	Quantity	Unit Price	Total
AT17	600mm 200mm Vertical Pole	6.00	46.89	281.34
STR01	2200mm 120mm Vertical Pole	3.00	111.10	333.30
SS02	290mm 140mm Vertical Pole	6.00	25.31	151.86
F076	M12 X 230mm HT Hex Head Bolt	12.00	5.20	62.40
F112	M12 Washer 32mm O/D	24.00	0.20	4.80
F115	M12 Washer 24mm O/D	24.00	0.09	2.16
F133	M12 Nut Over Size	12.00	0.22	2.64
F600A	Plastic Counterbore Housing Washer	12.00	0.53	6.36
F600B	Plastic Counterbore Plug	12.00	0.24	2.88
EL01	1100mm 120mm Vertical Pole	1.00	69.48	69.48
F048	M12 X 205mm HT Hex Head Bolt	1.00	4.60	4.60
F115	M12 Washer 24mm O/D	2.00	0.09	0.18
F133	M12 Nut Over Size	1.00	0.22	0.22
F600A	Plastic Counterbore Housing Washer	2.00	0.53	1.06
F600B	Plastic Counterbore Plug	1.00	0.24	0.24
DEL004	Spares Delivery & Installation	1.00	495.00	495.00

Total **GBP 1,418.52**



Playdale Playgrounds Ltd
Haverthwaite, Ulverston, Cumbria, LA12 8AE

Tel: 015395 31561

Fax: 015395 31539

E-mail: enquiries@playdale.co.uk

www.playdale.co.uk

Playdale

All the above prices are subject to VAT and are valid for a period of one month
Please refer to our standard [Terms and Conditions](#) and [Additional Information](#)
Finance Packages are available



Directors: John Croasdale, Gillian Croasdale BA FCA
Registered in England No: 525615

Playdale Playgrounds Ltd is part of the Croasdale Family Group



SOVEREIGN
Bringing imagination into play



» **Great & Little Kimble Cum
Marsh Parish Council**

Daniel Morgan
Sales Manager

Mob: 07920 231263

Email: Daniel@sovereign.gb.com

Introduction



Our Ref: SB/44232

25th September 2017

Caradoc, Bridge Street
Great Kimble
Aylesbury
Buckinghamshire
HP17 9TN

Dear Delia Burton,

Thank you very much for the opportunity to develop your outdoor environment.

I sincerely hope our quotation is of interest to you. Should you need us to make any alterations to the content of the design, we are very flexible and always willing to help.

Your quotation has been fully itemised to make the selection process as easy as possible and includes everything you need for your project.

All of our equipment and surfacing is designed, manufactured and installed to current British Standards 1176 and 1177. We are approved members of CHAS and Construction Line, and our timber is FSC accredited. We have many further accreditations which are detailed within this pack along with examples of our work and extensive warranties.

Once again I would like to thank you for this opportunity to present my proposals and genuinely hope that they will be of interest to you.

Should you have any queries or questions at any time please feel free to contact me directly, my mobile and email can be found on the front of your pack.

I look forward to hearing from you.

Assuring you of our best attention,

On behalf of Sovereign

Dan Morgan
Area Sales Manager



>> Your Quotation



Equipment

Ref:	Qty	Description	Price
A	1	100mm Half Round Post @ 1900mm - For Zipwire Platform Installation	£127.85
Sub Total			£127.85
Total - Standard 15 day payment offer:			£127.85

Subject to full technical site survey.

Please Note: Sovereign will install when next in the area – Excluding Scotland/Wales/Isle of Wight/N Ireland.

» Additional Information



Site security, welfare, power and water

To keep costs to a minimum, no allowance has been made for site security, welfare facilities, power or water, so we ask that you provide these as required.

Our installation engineers will use a temporary 1 metre high orange barrier for excavated holes and unfinished works. Should more substantial fencing be preferred, there would be an additional charge for this as we will need to hire, assemble and dismantle upon completion.

Pre-Installation Surveys

If you are having old equipment / surfacing removed from the area of installation or groundwork's undertaken by any party other than Sovereign, we would recommend a pre-installation survey to confirm the area has been prepared correctly prior to our works commencing. The cost for the pre-installation survey is £149.00 plus VAT.

Should you not opt for a pre-installation survey, and works are not completed as required this may lead to either a suspension of the installation and an abortive visit charge, or alternatively we may be able to complete the preparation and charge accordingly.

Underground Services

All due care will be taken to locate underground services prior to excavation, however no responsibility can be accepted if any unknown or incorrectly sited services are damaged. Where possible, we ask you provide us with drawings or plans for services.

Supply Only / Installation by a Third Party

We are unable to accept duty of care for equipment sold supply only and installed by a third party and cannot verify the installation will be compliant to BS EN standards.

Planning permission / Building regulations

It is your responsibility to obtain the necessary approval, and we recommend that you attain the appropriate advice from your local authority before proceeding, as requirements do vary.

Design changes that have occurred due to planning permission and building regulation requirements may incur additional costs. You will need to pay any fees relating to planning or building regulation applications, local authority and survey fees.

Removals / Repairs

Removal costs include clearance of waste from site and the statutory requirements of licensed disposal of rubber and commercial waste.

When removing or repairing existing equipment, sometimes the components parts can fail and additional costs maybe applicable to replace.

Additional Information

Although every care will be taken, our quotation does not cover any damages that may occur over the access route. Unless stated otherwise, levelling of the proposed installation area is not included with our quotation and new surfacing will follow the undulations of the ground.

» Payment Terms



Payment Terms Explained

Your quotation will display one of the following payment terms;

Prompt Payment

If you have a discounted price, this will be subject to our prompt payment terms where a 20% deposit payment will be payable by return on order values over £1,000 plus VAT, with balance payments being received by Sovereign within 48 hours of completion of work.

15 Day Payment

If you have selected our 15 day payment terms, this will be subject to full payment being received by Sovereign within 15 days of completion of work.

Pro-Forma

Privately funded establishments ordering for the first time will be required to make payment upon order, unless specific payment terms have been agreed in writing from the Directors.

Special Offers and Agreed Discounts

To benefit from extra discounts and promotions made available to you, payment terms are strictly based on our 'prompt payment' option. All discounts are strictly based on this payment option.

Lease Finance

We also offer leasing facilities to enable you to spread the cost by purchasing over a 12 to 36 month period. Should this be of interest please do not hesitate to contact our office and we will be able to provide further details. Please note the minimum amount for leasing is £2,000.00.

» Choosing the Right Company



Choosing the right company to carry out work in your school is not easy; especially with so many companies all seeming to offer 'similar' products and services. This simple form will help you ask the right questions, and ensure your school is getting the best value it can. All the questions below are ones you should be asking before making your final decision. All will affect quality, service life and most importantly safety. Before making your decision solely on price, consider why the prices are what they are, and are you obtaining quotes from established play providers?

Sovereign

Price	£	£	£
Timber Warranty	20 Years		
Wetpour HIC Guarantee	5 Years		
Playground Markings Warranty (ask that it covers both product and installation?)	5 Years		
Is the wood used from sustainable sources?	FSC accredited		
Is ALL the Equipment compliant to BS EN 1176?	Yes		
Is ALL the Safety Surfacing installed to BS EN 1177?	Yes		
Has the company got Public Liability insurance of £10,000,000 - required to work in local authority sites?	Yes		
Has the company got professional indemnity insurance, covering the design aspect of the works?	Yes		
Are references and case studies freely offered and included within the brochure and quotation packs?	Yes		
Do you receive an After Care manual with vital day to day safety advice and check lists?	Yes		
Does the company offer a regular safety inspection service?	Yes		
Are the Installation Teams, Delivery Drivers, Inspectors and Sales Team all DBS checked?	Yes		