

# 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 13<sup>th</sup> September 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 12th July 2017*

**4. To review accounts and approve payments for September 2017**

Payments for approval at July 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	TBA
Neighbourhood Plan Expenses			
1003	Kimble Stewart Hall	Room hire for NPWG Meeting 16/8/17	£17.50
	<b>Total for month</b>		<b>£769.78</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**

- Progress report from the Working Group
- To approve recommendations from the Kimble NP Working Group
  - Budget Approval
  - Appointment of RCOH Ltd
  - Working Group Terms of Reference

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

To discuss and agree any actions arising from this incident

**9. Community Impact Bucks - Community Buildings Membership**

To discuss and agree membership to this scheme

**10. A4010 Footways – Cllr Alun Jones**

To approve quote for siding out footways along A4010

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

To discuss options and agree new location for MVAS

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

- a. *Clerks Report*
  - *October meeting*
  - *EW Rail Consultation*
- b. *Reports/Issues from Councillors*
  - *HS2/EW Rail crossing point at Marsh*
- c. *Correspondence Received*

**13. To receive items for inclusion on the agenda for the next meeting to be held on Wednesday  
11<sup>th</sup> October 2017**

**Julie Bunker  
Clerk**

**7<sup>th</sup> September 2017**

## Minutes of meeting of Great and Little Kimble cum Marsh Parish Council held on Wednesday 12<sup>th</sup> July 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 were 2 members of the public in attendance*

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### Attendance

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

### 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 14<sup>th</sup> June 2017*  
The minutes were agreed and signed by the Chairman

### 4. To approve payments for July 2017

All payments were agreed and cheques signed

Payments for approval at July 2017 Meeting			
988	Clerks Salary	Jul-17	£312.50
989	Clerks Expenses	Jul-17	£46.80
990	Clerks Salary	01/08/2017 (post dated cheque)	£312.50
991	Sharp Fencing	Repair of Bus Shelters	£732.00
992	Friends of Kimble School	Grant for Annual Fayre	£250.00
993	Kimble Stewart Hall	Broad Band meeting venue hire	£45.00
994	MHP	Website uploads	£18.00
995	Richard Billyard	Grass cutting	£784.50
	<b>Total for month</b>		<b>£2,501.30</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)*

17/05946/FUL – Willow Croft – The Parish Council had been party to correspondence between Residents and WDC about an alleged planning breach on this property and will respond to any applications accordingly when consulted.

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

The minutes of the May Hall meeting were noted.

### 7. East West Rail Western Section Phase 2 – Round Two consultation

To discuss and agree a response to this consultation, deadline is 11<sup>th</sup> August 2017, please visit <http://ewrconsultation.co.uk/> to see how this affects our section.

The current plan appears to indicate no works on our stretch of the rail line, Leo Todd and John Wheeler will be attending the exhibition in Princes Risborough and will report back to the Clerk.

### 8. Neighbourhood Plan

- **To vote to formally proceed with instigating the process to prepare a Neighbourhood Plan (NP) given the over-whelming public support.**

It was unanimously agreed to proceed with a Neighbourhood Plan. The Clerk will notify WDC and ask what the next steps are.

- **To ratify the draft timetable plan for producing a NP**

The timetable was agreed as a working document and accepted that changes are likely to the dates.

**9. Parish Footways – To discuss a plan of action to improve the footway on the A4010 and agree a budget.**

It was agreed that Cllr Alun Jones would get quotes for this work, which would entail siding out the pathway to its original 1.2m wide surface,

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

*a. Clerks Report*

- The Clerk reported that she had received a number of complaints about the condition of the Bernard Arms site. She had contacted the owners, Ironstone, and their agents plus WDC. WDC have served notice to Ironstone to make the area safe.
- Contact has been made with Thames Valley Community Rehabilitation Company to see if they would be able to carry out some works around the Parish. No response has been forthcoming despite several emails.
- The Clerk reminded everyone of the B4009 road closure at the junction with A4010 by Thames Water. This is due to start on 19<sup>th</sup> July for 10 days. There have been requests that a pedestrian walkway be installed and Thames Water have said they will do their best to accommodate this. Cllr Harriss said he would write to the appropriate parties to ensure this happens.

*b. Reports/Issues from Councillors*

- Broadband – Voneous have started to contact people who have expressed an interested in having superfast Broadband. The start-up date is likely to be Autumn 2017.

*c. Correspondence Received*

- All email correspondence received has been circulated to Councillors and, where necessary, added to the agenda for discussion.

**11. To receive items for inclusion on the agenda for the next meeting to be held on Wednesday 13<sup>th</sup> September 2017.**

Signed.....  
Chairman

**13<sup>th</sup> September 2017**

## Planning Application to be discussed at 13<sup>th</sup> September 2017

7/Sep/17	Date of application	Address			Brief description of proposal	Comments	Current status of application
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	Awaiting decision by WDC (expiry dates for comment 24th November 2016)
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)
17/06745/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.		Awaiting decision by WDC (expiry dates for comment 15th August 2017)
<b>CHANGE OF STATUS SINCE LAST MEETING</b>							
17/06321/FUL	18/05/2017	Woodleys Cottage	Marsh Lane	Marsh	Householder application for construction of infill extension with stairs to garage, new timber boarding to garage external walls and new tiles to garage roof		Application permitted
<b>NEW APPLICATIONS SINCE LAST MEETING</b>							
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)

# **Kimble Stewart Hall Committee Annual General Meeting**

**Minutes of the Kimble Stewart Hall Committee Annual General Meeting held on  
Wednesday 5th July 2017 at 7.00 pm**

## **1. Apologies for absence and attendance**

Sue Howgate	Julie Bunker
Gerald Redding	Peter Parsons
John Simmons	Richard Needle
Maggie Kaye	Ann Abrahams, Chiltern Hills

1. Apologies Delia Burton

2. Minutes and matters not arising elsewhere  
None

3. Chair's Annual Report  
The Stewart Hall Annual Report AGM Wednesday 5th July 2017

## **Activities in the hall**

Pilates, Art Lessons, Whist, Horticultural Society, Dog Training, Women's Institute, Parish Meetings, Masons' Societies, Karate, Church and School Events, Private Celebrations, Local and National Elections, Badminton.

Bucks Open Studios is using the hall for the eight year running as part of the Bucks wide two-week long exhibitions in June.

A small number of parents of Great Kimble C of E School continue to use the car park to facilitate walking along the footpath and across the fields to the school in order to relieve traffic congestion in Church Lane. The Women's institute also use the car park facility for their occasional trips out.

Bookings appear to be on the increase, particularly regular hirings, and there are times we have to disappoint people. We receive many compliments about the hall and the improvements. Amanda Robinson does a brilliant job managing enquiries and being the public face of the hall.

## **Finances**

Our finances remain strong enabling us to continue with upgrading facilities within the hall. Thanks go to Julie Bunker, our treasurer, for the management of the monies. This year's audit, as last year's, is being carried out by Roger Nash.

## **Maintenance and Improvements**

### **Kitchen**

The final touches have now been completed in the refurbished kitchen, including the drinks water heater.

### **Decorating**

Hirers will have noticed the freshly decorated Committee Room and Rear Lobby. We are grateful to Tool Shed who carried this out. Tool Shed is a Wycombe College based organisation

who are sometimes available to carry out work so that students can gain experience of practical skills. Under the supervisor's careful guidance students arrived once a week to carry out the redecoration.

### **Chairs**

As you will have noticed there are now new chairs in the hall. They will provide extra comfort and are more easily moved about on their bespoke trolleys. Thanks go to Delia Burton for organising the purchase and selling the old chairs on eBay.

### **External Entrance to Rear Roof**

We are grateful to Ross Prenter for carrying out the replacement at little cost. We also have to thank Martin Saunders for supplying the new door (a remodelled door) free of charge.

Remi Chapman who lives in Great Kimble has agreed to take on the electrical maintenance and testing following Robin's retirement. We are grateful to Robin for having managed the hall electrics for many a long year.

*We are most fortunate that some of the local trades people are prepared to give of their time and materials to help improve and maintain the hall.*

### **General Housekeeping**

Most hirers are responsible but we need to monitor the condition of the hall with daily checks and to perform such necessary tasks as putting out the dustbins.

Elliot Shirra has recently been in charge of setting the heating and small maintenance items but now has a full time job. We are grateful to Elliot for his help these last three months.

Terry Kaye has taken on board the responsibility for wielding the heavy polisher and is maintaining the main hall floor. The floor is certainly looking well cared for. Terry is now also taking on the management of the heating and general caretaking tasks.

**The cleaning of the hall** continues to be satisfactory; cleaning is often restricted by occupation of the hall. Our cleaner, Doreen Tietjen, is very conscientious about notifying potential issues and is prepared to offer some degree of flexibility with the cleaning times.

### **Village Events/Fund Raising**

**Theatre in the Villages** was thoroughly enjoyed by the many people who came. This year's event is on 14th October and for this we have received private sponsorship. Theatre in the Villages is no longer supported by district councils and the committee considers this event a valuable community event will continue to organise the evening calling it Theatre in Our Village.

Last November saw the revival of the **Village Fayre** in the hall. Lesley Steptoe was the village organiser for this and the committee were pleased to provide the venue and refreshments. Many groups and organisations came together to provide an interesting, fun community day

A very successful fundraising **Fun Casino Night** was organised by the committee in March, raising funds for the hall. Thanks to Richard Needle for spearheading this event.

We are grateful for the donations from Mary Tate's **Whist Group** towards the upkeep of the hall.

## **Stewart Hall Committee**

Julie Bunker (treasurer), Delia Burton (vice chair), Sue Howgate (chair), Maggie Kaye (recently appointed secretary) Richard Needle, Gerald Redding, Peter Parsons (representing hirers) and John Simmons

Thanks must go to Julie Bunker for managing the dual role of treasurer and secretary whilst we looked for a replacement secretary.

Booking Secretary: Amanda Robinson

Cleaner: Doreen Tietjen

Terry Kaye: Caretaking duties

It is pleasing to note that we receive frequent compliments from hirers about the facilities the hall offers.

**It is important to stress that the successful management of the hall would not be achieved without the team of volunteers on the committee assuming responsibility for such roles as treasurer and secretary and carrying out a multitude of small housekeeping tasks; devoting much time to creating a valuable community facility; the responsible approach of our cleaner; the diligence and care for hirers by our booking secretary and importantly the valuable support of the Parish Council and the reliable and supportive local trades people.**

*Sue Howgate Chair, Stewart Hall Committee July 2017*

### **4. Election of Officers**

John Simmons proposed the following en-bloc and this was unanimously agreed and seconded by Peter Parsons

Chair – Sue Howgate

Vice Chair Delia Burton

Treasurer – Julie Bunker

Secretary – Maggie Kaye

### **5. Trustees**

All Committee Members are trustees and are insured with the exception of Peter Parsons as he is a hirer representative. Joan Griffith and David Williams are also still trustees.

### **6. Treasurer's Annual Report**

The accounts are currently with the auditor so these figures are presented as unaudited, the audit report will be presented to the September meeting.

The hall accounts are in good shape once again this year, at 31st March 2017 the current account balance was £6967.74 and the deposit account £5218.32. We have not had to dip into the deposit account this year and overall, we have increased our funds by £3851.36.

We held three fundraising events, firstly the Casino night which brought in a healthy profit of £762.55. The village bazaar brought in £200.90 and the Theatre in the Villages made a small loss of £51.68 but we were not expecting to make a profit from this event.

The income from hirers has reduced by £879.68 this year. We had donations of £368, down on last year because we received grants for the kitchen refurbishment in that year.

Expenses for heating and lighting were down again this year, a reduction of £82.45 but here was an increase in the boiler breakdown cover of £50.19. All other expenses remained broadly comparable to the previous year. There was also final expenditure on the kitchen refurbishment, being the splash backs and water heater totaling 1741.25.

Going forward we have already invested in new chairs for the hall and there will be the additional cost for our hall caretaker.

### **Comments and Discussion**

Ann Abrahams commented on the disposal of rubbish after a hiring. There followed a brief discussion and it was agreed that paper would go into the general rubbish and the blue bin would only be used for cans and glass.

It was agreed that the new chairs were comfortable and easier to move around on the trolleys.

### **Notes for Action**

It was noted that a computer virus had slowed the process of the annual audit. It was agreed that Roger Nash's qualifications would be listed when the audit was presented in the September meeting.

Peter Parsons asked about the possibility of an air conditioning unit for the hall, whether it would be feasible and to consider it for the future. This will be added to the September Agenda.

John Simmons brought to the attention of the Committee that the flood lights need attention.

Richard Needle requested that Health and Safety be added on the monthly agenda.

Gerald Redding requested extra keys for the hall windows.

Terry Kaye will log emergency lighting.

Dirty cups in the cupboard were reported.

The 5 yearly fire inspection is due shortly

Sue Howgate was asked to look into having moveable steps onto the stage.

It was noted that the stage gate bolt needs replacing.

Signed .....

# **Great & Little Kimble cum Marsh Neighbourhood Development Plan Working Group Terms of Reference**

## **Name**

The name of the group shall be Great & Little Kimble cum Marsh Neighbourhood Development Plan Working Group and can be referred to as the Kimble NPWG.

## **Purpose**

The purpose of the Kimble NPWG shall be to support the Great & Little Kimble cum Marsh Parish Council to carry out the following tasks:

- Investigate and identify support for the Neighbourhood Development Plan.
- Identify sources of funding
- Take responsibility for the planning and monitoring of budget expenditure on the Plan.
- Liaise with relevant authorities and organisations to make the Plan as effective as possible
- Identify ways of involving the whole community and gather the views and opinions of as many groups and organisations in the community as possible.
- Determine the types of survey and information gathering to be used.
- Be responsible for the analysis of the survey, the production and distribution of the final report.
- Identify priorities and timescale for local action in the Plan, including the lead organisations and potential sources of project funding.
- Formalise the activities undertaken and the issues arising and outcomes from the exercise.

In carrying out its duties the Working Group will regularly and formally report back to the Parish Council. However the Working Group is not a committee of the Parish Council.

## **Membership**

- The Working Group will be made up from a good cross-section of the community, including Parish Councillors nominated by the Parish Council.

<b>Title</b>	<b>Function</b>	<b>Person</b>

Chairman	Chairs meetings	James Good
Secretary	Convenes and minutes meetings/chairs meetings when chairman	Tim Shira
Project Manager	Creates, monitors and maintains the project plan	Zeena Shirra
Finance Coordinator	Manages and keeps records of spending and liaises with the clerk to the Parish Council on all receipts and payments	Delia Burton
Communications/ Community Engagement Co-ordinators	Responsible for: a) Organising public events, maintenance of web-site, circulate newsletters, and other communications with the community b) Gather information from and liaise with interest groups including consultees	Sue Howgate  Leo Todd

- The Parish Council may amend the roles and responsibilities from time to time as it shall consider appropriate. The Working Group may appoint or remove members of the Working Group from time to time.
- The Working Group shall have a maximum membership of 16 and a list of its members is to be notified to the Parish Council

### **Roles & Responsibilities**

- Parish Council insurance will cover the previously agreed activities of the Working Group and volunteers, but Working Group officers, in liaison with the parish clerk, need to ensure that the terms of the insurance are not breached
- The Working Group, via the Chairman or Secretary will provide a regular report to the Parish Council for endorsement.
- The Working Group will prepare a pre-submission version and a submission version of the Neighbourhood Development Plan to the Parish Council for approval.

- The Parish Council will provide the opportunity for the endorsement of regular reports via its meeting agenda.
- Task Groups may be created to carry out duties specified by the full Working Group, which may include:
  - Data Gathering
  - Consultations
  - Making Recommendations
- The make-up and purpose of the Task Groups will be regularly reviewed by the full Working Group.

### **Meetings**

- The Working Group shall normally meet monthly, it may meet more often if required but it is convene as minimum every two months.
- Unless agreed otherwise by a majority of the members, at least two clear days' notice of meetings shall be sent to the members via the communication method agreed with, and appropriate to, each individual member.
- Whenever possible, notices of meetings should detail matters to be discussed.
- The quorum for meetings shall be five for voting and must include one Parish Councillor. The Chair has the casting vote if votes are tied.
- The Secretary shall keep a record of meetings and circulate notes to Working group members and the Parish Council in a timely manner. The latter will publicise the notes via their usual methods.
- Meetings will not generally be held in public unless the Working Group decide otherwise, but members of the public may be invited to attend. Working Group reports to the Parish Council will be public documents.

### **Specialist Advisors**

The Working Group may co-opt Specialist Advisors such as it considers necessary to carry out the functions specified by the Working Group. These could include:

- Transport/highways
- Education
- Housing/commercial properties
- Economy/business/retail/tourism
- Green belt
- AONB
- Green spaces/environmental considerations
- Architecture/Heritage
- Utilities/infrastructure

## **Finance**

- All grants and funding will be applied for and held by the Parish Council, who will ring-fence the funds for Neighbourhood Development Plan purposes only.
- Notification of all planned expenditure will be given to the Parish Council before actual costs are incurred unless the Parish Council has delegated spending authority to the Working Group in which case the Working Group will report its expenditure to the Parish Council in its regular report.
- The Finance co-ordinator shall keep a clear record of expenditure supported by receipted invoices and will regularly review and update the budget in liaison with the parish clerk.
- The Finance Co-ordinator in partnership with the parish clerk, will draw up and agree with the Working Group procedures for volunteers who wish to claim expenses.
- The Finance Co-ordinator will report back to the Working Group on planned and actual expenditure for the project.
- Invoices will be made out in the name of the Parish Council who will pay them at their next scheduled Parish Council meeting.
- Members of the community who are involved as volunteers with any of the expert groups may claim back any previously agreed expenditure that was necessarily incurred during the process of producing the Neighbourhood Development Plan. This could include postage and stationery, telephone calls, travel cost.

## **Dissolving the Working Group**

- At the conclusion of the Neighbourhood Development Plan project the Working Group will be dissolved.
- If the Working Group wishes to dissolve prior to the end of the project it must notify the Parish Council.

# **Kimble Neighbourhood Plan**

**16/08/2017**

**Next meeting 05/09/2017 @ Stewart Hall committee room.**

## **Attendance:**

James Good, John Austin, Tim Shirra, Zeena Shirra, Alun Jones, Doug Skinner, Sue Howgate, Roger Howgate, Gerald Redding, Delia Burton & Leo Todd.

## **Terms of reference and roles:**

In the process of walking through the proposed terms of reference for the Kimble Neighbourhood Plan working group, it was decided that the following working group roles be allocated:

Chairman:	James Good
Secretary:	Tim Shirra
Project Manager:	Zeena Shirra
Finance Co-Ordinator:	Delia Burton
Communications/Community	
Engagement co-ordinators:	Sue Howgate / Leo Todd

## ***Actions ensuing***

@ JA to incorporate proposed amendments to the draft TOR with a view to signing off at the next Working Group meeting.

## **Community consultation questionnaire**

Discussion was had around the key purpose of the questionnaire and it was agreed that although the primary objective of the questionnaire was to gather the parish community's preferences on proposed location, concentration and distribution of dwellings, some consideration should be given to eliciting people's preferences on a potential policy of supporting appropriate, sustainable economic/commercial development that would benefit the parish.

## ***Actions ensuing:***

@ RH to coordinate development of the draft questionnaire in time for the next meeting, fronted by a contextualising summary page which could include key statistics/facts/trends from the survey RH has already conducted and which will help 'set the scene' for the questionnaire.

@ All to familiarise themselves with similar questionnaires, such as the Bledlow and Brendon ones, and aim to incorporate good examples from these into the Kimble one.

## **The Plan:**

The working plan submitted in the meeting agenda was approved with a few updates to it from ZS.

Stage 1,2 & 3 completed

Stage 3, RH has agreed to prepare the questionnaire and a summary page for the next meeting to be approved (see above action).

JA agreed to adapt the Bledlow plan to suit Kimble. TS agreed to work on developing the template.

@ TS to obtain Bledlow plan template and produce initial template for next WG meeting.

@ DKB to arrange the next meeting with Stewarts Hall for the 5/09/2017 then after the 3<sup>rd</sup> Wednesday in each month.

@ JG to send copies the discussed consultants' proposals for consultancy to WG members, and possibly invite representation from these potential suppliers at the next meeting, with a view, if favourably received, to the WG making recommendation for approval at the next council meeting

**Next Meeting:**

Objectives for next meeting:

1. Gain budget approval from the PC
2. Approve questionnaire for parish consultation (pending final input from consultant
3. Agree mechanism for avoiding multiple responses by single parties while maximising response from different parties in the parish
4. Approve printing instructions to distribute questionnaire in the sept/Oct parish magazine.
5. Sign off Kimble Development Plan Working Group Terms of Reference to be completed.

Approved by:

**Chairman** .....

**Secretary** .....

## Community Buildings Membership Information and Application Form 2017-18

Community Impact Bucks is the Rural Community Council for Buckinghamshire. We recognise that a community building or village hall can be the most valuable asset of any community and can provide facilities for social, educational and recreational activities for people of all ages.

At Community Impact Bucks, we provide a membership service for Management Committees across Buckinghamshire.

### MEMBERSHIP FEE

Our membership fee for the year 1 April 2017 – 31 March 2018 is £55 (including VAT). For existing membership that expires during this year, we can offer a reduced fee of £25 to 31 March 2018.

### MEMBER BENEFITS

- Free access to 42 National Village Hall information sheets from ACRE (normally £10 each) and model documents. For a full list [click here](#).
- Membership of the National Village & Community Halls Network – providing a route for management committees to lobby and influence relevant government policy and legislation. For information about the network [click here](#).
- Access to free legal advice – an initial legal opinion and no obligation quote from Bates Wells & Braithwaite solicitors.
- E-bulletins about issues that matter to community buildings and village halls.
- A free energy review to achieve the best rates for gas and electricity for your community building.
- A free Rural Community Profile – rich, quantitative data for your area, to help you decide on actions and activities to prioritise locally.
- One to one telephone and email advice and support on a range of issues including: insurance, building work, employment, health and safety, governance, constitutions and volunteers.
- 10% discount on Community Impact Bucks workshops and training courses. For a list of events [click here](#).

***Please ask us for further information about any of these benefits.***

**Don't forget!** Community Impact Bucks also offers:

- Our online [Bucks Funding Search tool](#)
- The opportunity to [feature](#) volunteer roles on our online volunteer recruitment portal - [Volunteering Bucks](#)
- Free [advice surgeries](#) on issues such as governance and funding and volunteering.
- Key annual events: our annual conference, trustee conference and funding fair.

### COMMUNITY BUILDINGS MEMBERSHIP APPLICATION FORM

Please type in your details below and return this form by email, or complete by hand and post back to us (all contact details below).

*If you are already a paid-up member of our Community Buildings Service, we would be grateful if you could still complete your details on this form and return to us, so we can ensure our records are up to date.*

Name of key contact .....

Role .....

Organisation .....

Organisation type  
(e.g. community centre, church, library, social club) .....

Address .....

Post code .....

Telephone number .....

Mobile number .....

Email address ..... *(Please see the 'How we use your data' box below)*

Please tick:

- I would like to continue my subscription to the Community Impact Bucks Community Buildings Membership service. Please invoice me for payment of £25 to continue my membership to 31<sup>st</sup> March 2018.

Date form completed: .....

#### HOW WE USE YOUR DATA

Community Impact Bucks is registered with the Information Commissioner, and abides by the provisions of the Data Protection Act 1988. We only ask for data that is needed to administer the membership scheme, using it to improve our service to you, and this data is securely held on our electronic systems. We do not share data with third parties without express permission.

If you wish to receive the Community Building e-bulletins by email, please tick here.

#### CONTACT

For Community Buildings Membership applications and queries contact:  
Louise Mumcular  
Projects Officer, Community Impact Bucks  
A: 6 Centre Parade, Place Farm Way, Monks Risborough, Bucks, HP27 9JS  
T: 01844 348835  
E: [louise.mumcular@communityimpactbucks.org.uk](mailto:louise.mumcular@communityimpactbucks.org.uk)

#### Office use only

Date received:  
Accounts:  
Database:

# A & C Hobbs T/A Andy Hobbs Contracting

Valley View, Whelpley Hill, Berkhamsted, Herts. HP4 2SY  
Tel: 07768976042 (Day) 01442 834578 (Eves)  
VAT NO. 349 0493 39

## Quotation

Julie Bunker  
Clerk to the Parish Council  
20 Kimble Park  
Little Kimble  
Aylesbury  
HP17 0UG

14 July 2017

Estimate for pathway clearing works to be carried out as described on the site visit with Mr Jones.

Path to be cleared to its full width with over grown areas trimmed and over grown hedges to be cut back. All trimmings to be left in the bottom of the hedge. The path will be dug out to its full width and any soil will be levelled to either side of the pathway.

	3850.00
VAT @ 20%	770.00
Total	4620.00

