

# Great & Little Kimble cum Marsh Parish Council

## You are hereby summoned to a meeting of the Parish Council

To: Cllrs J Austin, D Williams, D Burton, A Jones, J Good, J Cripps, H Alison  
on Wednesday 13<sup>th</sup> July 2022 at 7.30pm at Kimble Stewart Hall  
Members of the Public are welcome to attend

### AGENDA

1. **Welcome and Apologies:** To receive and accept any apologies for absence
2. **Declaration of interest on any item on the agenda**
3. **Minutes:** To agree and sign the minutes of the Parish Council meeting held on 8<sup>th</sup> June 2022
4. **To approve payments (note: additional invoices may be received prior to the meeting)**

Payee	Detail	NET	VAT	Gross
Tracey Martin	June Salary	£366.73		£366.73
HMRC	PAYE	£91.60		£91.60
TBS Hygiene	Bin Emptying June	£50.00	£10.00	£60.00
SRT Trading	Litterpick 10th May	£120.00	£24.00	£144.00
5. **Planning Applications, appeals and injunctions plus any updates of allocated sites as included in the Neighbourhood plan:** To review and approve recommendations by the Planning Committee. Note due to deadlines applications received prior to the meeting may also be considered.
6. **Kimble Stewart Hall: Report - Cllr Delia Burton**
7. **Community Board Report – Cllr James Cripps**
8. **Marsh Kerbing/Pinch Point Project update –Cllrs Good and Williams**
9. **To receive an update on the Recruitment of a new Parish Clerk**
10. **Consider potential CIL Projects**
11. **To note quarter 1 accounts**
12. **Correspondence, reports and Issues (for information only)**
13. **To confirm the date and time of next Parish Council Meeting: 14<sup>th</sup> September 2022**

*T Martin*

Tracey Martin  
Clerk to the Council

Thursday 7<sup>th</sup> July 2022

## Minutes of Great and Little Kimble cum Marsh Parish Council meeting held on Wednesday 8<sup>th</sup> June 2022 at Kimble Stewart Hall at 7.30pm

---

**Attendance:** Cllr David Williams, Cllr Alun Jones, Cllr James Cripps, Cllr Delia Burton, Cllr James Good, Cllr Harvey Alison and Tracey Martin (Clerk)

Cllr David Williams was appointed as Chairman for the meeting in the absence of Cllr Austin.

- 1) **Welcome and Apologies:** Cllr John Austin
- 2) **Declaration of interest in any item on this agenda by a member:** There were none declared
- 3) **Minutes:** To agree and sign the minutes of the Annual Meeting of the Council held on 11<sup>th</sup> May 2022. The minutes were unanimously agreed and signed.
- 4) **To Approve Reoccurring Payments:** The following reoccurring payments and contractors were approved for 2022-2023.

TBS Hygiene	Bin Emptying	£60-85	Monthly Charge
Richard Billyard	Grass Cutting Church	£150	Monthly in cutting season
Richard Billyard	Grass Cutting in Parish	£947	Monthly in cutting season
BALC	BMKALC & NALC Subs	£180	Annual Charge
Community Impact	Community Building Subs	£65	Annual Charge
Avast	Laptop Security	£59.99	Annual Charge
IONOS	NP Website	£5.99	Monthly Charge
GiffGaff	Mobile Top Up	£6.00	Monthly Charge
D A Fane	Wages Preparation	£135	Annual Charge
Starboard Systems	Scribe – Accounts Software	£288	Annual Charge
TEEC	Hosting of Website	£193	Annual Charge
Chiltern Society	Subscription	£30	Annual Charge
Sunnyside/SRT Trading	Litter picking in the Parish	£120	Monthly Charge

### Approved Contractors

Playspace	Playground Repairs
A1 Build	Parish Maintenance i.e., bus shelters etc
Richard Billyard	Trees / Grass Maintenance

- 5) **To approve payments for June 2022**

Payee	Detail	NET	VAT	Gross
Tracey Martin	May Salary	£366.73		£366.73
HMRC	PAYE	£91.60		£91.60
SRT Trading	Sunnyside Litterpick	£120.00	£24.00	£144.00
Axminster Tool Centre	Jubilee Gifts	£44.15	£8.81	£52.96
	Paid to Cllr Alison as expenses			
Whitchurch Morris Men	Dancing at Jubilee Event	£100.00		£100.00
Julie Bunker	Plants for War Memorial	£23.46		£23.46
The Swan	Hog Roast Jubilee	£1,200.00		£1,200.00
Tracey Martin	GiffGaff & IONOS x 2	£23.98		£23.98
Delia Burton	Jubilee Expenses	£38.73		£38.73
Jan Thorpe	Jubilee Celebration Cake	£20.00		£20.00
Richard Billyard	Grass cutting Parish	£947.00		£947.00
Richard Billyard	Grass Cutting Church	£150.00		£150.00
TBS Hygiene	Bins May	£50.00	£10.00	£60.00
Lynette Gogay	Jubilee Expenses	£140.00		£140.00
<b>Total</b>		<b>£3,315.65</b>	<b>£42.81</b>	<b>£3,358.46</b>

### Invoices paid as approved at previous meeting

Brunel Engraving	Reprinting of plaque	£158.50	£31.70	£190.20
Friars Print	Printing Jubilee Flyers x 2	£150.00		£150.00
	Reimbursed to Helen			
Touching Cloth Loo Hire	Jubilee Toilet Hire	£195.00		£195.00

### Payments were noted and approved

- 6) **Planning Applications, appeals and injunctions plus any updates of allocated sites as included in the Neighbourhood plan**

22/06220/FUL: The Old Stables Grove Lane: No comment to make

22/05614/FUL: The Red House Church Lane: No comments to make on amended plans

Change of Status:

22/05250/FUL: 3 Roundhill Cottages Kimblewick Road: Application Refused

Discussions were had on Charlottes Farm which had a stop notice issued by enforcement over the bank holiday weekend following unauthorised construction activity. Alongside this there are concerns about the recently laid hardcore and fenced enclosure to south of the farm buildings on what was previously agricultural land. Local sources have reported that the owners of the farm have told them the plan is for the site to be leased to a HS2 subcontractor to provide accommodation for temporary workers while the railway construction takes place locally.

This alleged rumour is unfounded and if circulating may be no more than a cover story for the activity. Accommodation provision is covered in the Act of Parliament and HS2 and EKFB have confirmed they have no knowledge of the alleged story or of this site. Liaison will continue with Enforcement and HS2

Cllr Jones reported work had commenced on the 40 new houses to be called, Hayfield Crescent. Residents can access the development via Risborough Road, it will be within the parish of Great and Little Kimble cum Marsh. This is the first development to commence under the Neighbourhood Plan approved by 88% of residents in the Referendum.

- 7) **Kimble Stewart Hall:** Cllr Burton reported the fence and ceiling works have now been completed and a quiz night is being planned for October. Cllr Burton stated that the committee are looking to increase hire costs to cover the increase in electricity etc and that the prices have not been raised since 2017. Discussions were had on whether the Kimble Stewart Hall would benefit from solar panels. Concerns were raised on the size and condition of the roof and whether solar panels would be suitable. Cllr Burton will look into and whether there are any grants that the Parish Council could apply for.

**Action: Cllr Burton**

- 8) **Community Board Report:** Cllr Cripps reported that the PID's have all been produced and are awaiting approval at the next Community Board meeting which is taking place as a physical meeting in Princes Risborough.

- 9) **Marsh Kerbing/Pinch Point Project update:** As above

- 10) **To receive an update on the Jubilee celebrations:** Cllr Burton reported that the event was very successful and had received good feedback with requests for a similar event to be held annually. The final spend is around £4,300 which includes the Jubilee tree and around £400 was raised. The Parish Council thanked Cllr Burton and those involved in organising the event.

- 11) **To approve the recruitment process for a new Clerk:** The Clerk reported that no applications have been received. Clerk to amend the advert and republish and also add to website. **Action: Clerk**

- 12) **Approval of Earmarked Reserves:** The Clerk had circulated a draft earmarked reserve report ahead of the meeting. Discussions were had and all Councillors were in agreement and approved the reserves report which will be published on the website.

- 13) **To Approve Code of Conduct:** It was unanimously agreed to adopt the model Code of Conduct.

- 14) **Approval of Parish Council Risk Assessment:** It was unanimously agreed to adopt the Risk Assessment.

- 15) **Consider and approve quotes for a replacement noticeboard by The Swan:** Quotes were circulated ahead of the meeting. After discussions it was agreed that Cllr Burton would order a new noticeboard from the Noticeboard Company Cumbria at a cost of £2295 excluding VAT plus £300 for installation.

- 16) **Consider and approve Playground Equipment Quotes:** Quotes were circulated ahead of the meeting. After discussions it was agreed to proceed with the Hurricane Swing and Rope Traverse from Wicksteed including safety matting at a cost of £13,000 plus VAT. Clerk to place order and request that the Hurricane Swing come in green and not yellow as per the quote. The removal of the old equipment and installation will be carried out by Placespace at a cost of £2,850.

- 17) **Correspondence, reports and Issues:** Discussions were had on CIL funds held and potential projects. To be added to next agenda for further discussion.

- 18) **To confirm the date and time of the next Parish Council meeting:** 13<sup>th</sup> July 2022

## PAYMENTS FOR APPROVAL

<b>Payee</b>	<b>Detail</b>	<b>NET</b>	<b>VAT</b>	<b>Gross</b>
Tracey Martin	June Salary	£366.73		£366.73
HMRC	PAYE	£91.60		£91.60
TBS Hygiene	Bin Emptying June	£50.00	£10.00	£60.00
SRT Trading	Litterpick 10th May	£120.00	£24.00	£144.00

## CIL FUNDS HELD

<b>Year</b>	<b>To be spent by</b>	<b>Received</b>	<b>Spent</b>	<b>Available to Spend</b>
2019/2020	Mar-25	£ 7,083.48		£ 7,083.48
2020/2021	Mar-26	£ 12,564.97		£ 12,564.97
2021/2022	Mar-27	£ -		£ -
2022/2023	Mar-28	£ 10,842.10		£ 10,842.10
<b>Grand Total</b>		<b>£ 30,490.55</b>	<b>£ -</b>	<b>£ 30,490.55</b>



**Great & Little Kimble cum Marsh Parish Council**  
**Cost Centre Year Comparison Summary**  
**All Cost Centres and Codes**

Code Title	Receipts (Current Year)		Payments (Current Year)		Receipts (Last Year)		Payments (Last Year)	
	Budgeted	Actual	Budgeted	Actual	Budgeted	Actual	Budgeted	Actual
<b>Administration Costs</b>								
Salaries			5,500.00	1,561.32			5,500.00	5,128.71
Office Sundries			200.00	58.98			200.00	255.01
Payroll Processing			125.00	130.00			125.00	120.00
Mileage			100.00				100.00	36.15
Mobile Phone Top Up			216.00	15.00			216.00	124.36
Insurance			800.00				800.00	867.24
Hire of KSH for Meetings			400.00				400.00	393.00
Inspections / Audits			400.00	230.00			400.00	300.00
Subscriptions (SLCC / BALC)			400.00	229.15			400.00	269.09
Website / IT			900.00	9.98			900.00	323.26
Training								30.00
Elections								1,166.41
PAYE				272.00				
Accounts Software								385.00
<b>SUB TOTAL</b>			<b>9,041.00</b>	<b>2,506.43</b>			<b>9,041.00</b>	<b>9,398.23</b>
<b>Grants</b>								
Kimble Stewart Hall				2,000.00				
Friends of Kimble School Fayre			250.00				250.00	
Parish Magazine Donation			600.00				600.00	
Other Grants								650.00
KSH Frontage Project								1,343.97
<b>SUB TOTAL</b>			<b>850.00</b>	<b>2,000.00</b>			<b>850.00</b>	<b>1,993.97</b>
<b>Other Expenditure</b>								
Traffic Survey								
s.137 Payments			150.00				150.00	
Kerbing in Marsh			30,000.00				25,000.00	1,100.00
Updating Village Entry Gates			15,000.00				15,000.00	13,450.00
Website Accessibility			1,000.00				1,000.00	1,555.00
Neighbourhood Plan				4.99				170.98
Other				5,488.46				1,416.25
Jubilee				2,319.84			20,000.00	2,141.37
<b>SUB TOTAL</b>			<b>46,150.00</b>	<b>7,813.29</b>			<b>61,150.00</b>	<b>19,833.60</b>
<b>Parish Maintenance</b>								
Churchyard Grass & Maintenance			3,000.00	300.00			3,000.00	1,856.00

**Great & Little Kimble cum Marsh Parish Council**  
**Cost Centre Year Comparison Summary**  
**All Cost Centres and Codes**

Code Title	Receipts (Current Year)		Payments (Current Year)		Receipts (Last Year)		Payments (Last Year)	
	Budgeted	Actual	Budgeted	Actual	Budgeted	Actual	Budgeted	Actual
Grass Cutting & Tree Works			7,000.00	2,931.00			7,000.00	6,409.80
Bin Emptying			800.00	225.00			800.00	650.00
Playground Repairs			2,000.00	65.00			2,000.00	233.98
Bus Shelter Maintenance			2,000.00	750.00			2,000.00	900.00
Playground Inspections								44.50
<b>SUB TOTAL</b>			<b>14,800.00</b>	<b>4,271.00</b>			<b>14,800.00</b>	<b>10,094.28</b>
<b>Receipts</b>								
Precept	42,000.00	21,000.00			42,000.00	42,000.00		
KSH Rent / Wayleave Utilities	38.58	1.00			38.58	38.58		
CIL / s.106		10,842.10						
Bank Interest	3.91	1.65			3.91	2.37		
VAT						8,830.11		
Other		98.00						
<b>SUB TOTAL</b>	<b>42,042.49</b>	<b>31,942.75</b>			<b>42,042.49</b>	<b>50,871.06</b>		
<b>NET TOTAL</b>	<b>42,042.49</b>	<b>31,942.75</b>	<b>70,841.00</b>	<b>16,590.72</b>	<b>42,042.49</b>	<b>50,871.06</b>	<b>85,841.00</b>	<b>41,320.08</b>
<b>V.A.T.</b>		1,201.09		718.04				1,201.09
<b>GROSS TOTAL</b>		<b>33,143.84</b>		<b>17,308.76</b>		<b>50,871.06</b>		<b>42,521.17</b>