

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 10th September 2025.
4. **Finance Report:**
 - a. To approve October payments (note additional invoices may be received prior to the meeting).
 - b. To note any income received.
 - c. To note bank balances.
5. **Planning Applications, appeals and injunctions plus any updates of allocated sites as included in the Neighbourhood plan. To include any update on the proposed Kimblewick solar farm:**
Note, due to deadlines, applications received prior to the meeting may also be considered.
6. **Update re Cala homes.**
7. **To update on Sensory Gardens and Coronation Memorial Project and to note that HS2 grant application has been submitted.**
8. **To consider the County Council draft local plan for Buckinghamshire.**
9. **To consider next steps for the Parish Council Neighbourhood Plan.**
10. **To note accounts to September 2025 and arrange for quarterly Internal Controls Check.**
11. **To consider request to pay for KSH survey re cracks in meeting room.**
12. **To consider first draft of 2026/2027 budget.**
13. **To note 3 year insurance deal is ending in March 2026 and new quotes will need to be obtained.**
14. **To review asset register.**
15. **To update on potential development of sports facilities (tennis courts and cricket club)**
16. **Marsh Kerbing/Pinch Point Project update – Cllr Williams.**
17. **Kimble Stewart Hall: Report - Cllr Delia Burton.**
18. **Parish Matters (Bin price increases etc.)**
19. **Correspondence, reports, and issues (for information only).**
20. **To confirm the date of next Parish Council Meeting: Wednesday 12th November 2025**

P McBride

Pauline McBride

Clerk to the Council

Wednesday 24th September 2025

ITEM 3) Minutes. To agree and sign the minutes of the Parish Council meeting held on 10th September 2025.

Minutes of Great and Little Kimble cum Marsh Parish Council meeting held on Wednesday 10th September 2025 at Kimble Stewart Hall at 7.30pm

Attendance: Cllr John Austin, Cllr Alun Jones, Cllr Delia Burton, Cllr David Williams. Cllr Joanne Bourke and Clerk Pauline McBride.

76) Welcome and Apologies: Apologies were received and accepted from Cllrs Harvey Alison and James Cripps

77) Declaration of interest in any item on this agenda by a member: None were declared.

78) Minutes. To agree and sign the minutes of the Parish Council meeting held on 9th July 2025.
Unanimously approved.

79) Finance Report:

a) August Payments for Ratification, September Payments for approval.

August

Pauline McBride	July Salary	£686.00		£686.00
HMRC	July Tax and NI	£54.20		£54.20
Pauline McBride	Expenses July	£52.10		£52.10
Shield Maintenance Ltd	Bin emptying July	£47.66	£9.53	£57.19
Jane Olds	Attendance and mileage	£92.41		£92.41
PRK	External Audit Fee	£840.00	£168.00	£1008.00
SRT	June Litter Pick	£120.00	£24.00	£144.00
Matthew Ringland	Design of Hive Pergola	£1900.00	£380.00	£2280.00
Matthew Ringland	Project Unity Design	£1200.00	£240.00	£1440.00
Chiltern Society	Annual Subscription	£30.00		£30.00
Richard Billyard	Village and church grass cutting	£1202.00		£1202.00
Cashplus Account	Top up July Expenditure	£63.84	£12.77	£76.61
		£6288.21	£834.30	£7122.51

September

Pauline McBride	August Salary	£676.00		£676.00
HMRC	August Tax and NI	£64.20		£64.20
Pauline McBride	Expenses August	£35.90		£35.90
SRT	July Litter Pick	£120.00	£24.00	£144.00
Bucks County Council	Election Recharges	£345.00		£345.00
Weather IT	50% memorial/pergola	£15262.87	£3052.57	£18315.44
Shield Maintenance Ltd	Bin emptying August	£47.66	£9.53	£57.19
Richard Billyard	Village and church grass cutting	£1202.00		£1202.00
Cashplus Account	Top up August Expenditure	£54.96	£10.00	£65.95
		£17808.59	£3097.09	£20905.68

August payments were ratified. September Payments were noted and approved.

b) Income Received in July and August

Eastern Power utilities wayleave	£34.58
Lloyds deposit account interest July	£38.61
Lloyds deposit account interest August	£42.49
Charity Bank annual interest	£3780.99
Redwood Bank annual interest	£4292.50

TOTAL £8189.17

c) **Bank Balances** -Total Bank Balances at 31st August were £437032.78

80) Planning Applications, appeals and injunctions plus any updates of allocated sites as included in the Neighbourhood plan.

25/06594/VCDN. Grangelands Rifle Range Lane, Great Kimble, Buckinghamshire, HP17 0XU. Removal of condition 3 (agricultural occupancy) attached to W/6947/82 (erection of agricultural dwelling). Since the closing date for comments was during August, all had seen the variation of condition and, having previously objected to the planning application, resolved to make no comment. The variation was granted on 3/9/2025.

25/06644/FUL: Barn Pollards Farm Moreton Road Kimblewick Buckinghamshire. Application for : Change of use of land to residential garden (in connection with on-going works associated with implementation and completion of 24/06192/PNP3Q (as amended by 24/07506/MINAMD). Since the closing date for comments was during August, all had seen the application and resolved to support it. The Clerk had commented in support on 31/07/2025.

25/06645/FUL: Barn Pollards Farm Moreton Road Kimblewick Buckinghamshire. Application for: Change of use of land to residential garden (in connection with on-going works associated with implementation and completion of 24/06192/PNP3Q (as amended by 24/07506/MINAMD). Since the closing date for comments was during August, all had seen the application and resolved to support it. The Clerk had commented in support on 31/07/2025.

25/06688/FUL: 5 Old Chapel Close Little Kimble Buckinghamshire HP17 0RA. APPLICATION FOR: Householder application for loft conversion; installation of velux windows front and back. Since the closing date for comments was during August, all had seen the application and resolved to support it. The Clerk had commented in support on 13/08/2025.

PL/25/2683/NMA: Site of Bernard Arms, Risborough Road, Great Kimble, Buckinghamshire. Proposed non-material amendment to permission for Demolition of existing public house and erection of 1 x detached 4 bed dwellinghouse and 2 x 3 bed semi-detached dwellinghouses and detached triple garage granted under planning ref 14/07190/FUL. Since the closing date for comments was during August, all had seen the application and resolved to support it. The Clerk had commented in support on 23/08/2025.

PL/25/2413/FA. 2 Roundhill Cottages, Kimblewick Road, Kimblewick, Buckinghamshire, HP17 8TB. Change of use from C3 (Dwellinghouse) to C2 (Residential Care Home) for the care of children. Although there were discussions on the remoteness and lack of facilities for young teenagers in care, the Parish Council concluded that there were no grounds to oppose the plans. **Clerk will submit a 'no comment' statement which neither supports nor opposes the application.**

The following status changes of applications were noted:

25/05458/FUL: Harewood Barn Kimblewick Road Kimblewick Buckinghamshire HP17 8TB. Householder application for construction of open front entrance porch. Application Refused 27/05/2025, appealed 30/06/2025. Appeal dismissed 06/08/2025.

81) Update re Cala Homes. All items reported pertained to the Sensory Garden Project below. It was agreed, however, to keep this separate agenda item for Cala homes whilst the development is still under construction.

82) To update on Sensory Gardens and Coronation Memorial Project. There had not been a great deal of progress since the site manager had changed and key Cala staff had been on holiday. Garden levels had been reported as incorrect and Cala were in the process of rectifying this. There had been no progress on the legal transfer, with Cala still failing to deliver the first draft legal agreement. The up-front 50% payment request for the Pergola and Coronation memorial sculpture manufacture had been received, agreed and noted that the manufacture will probably take until early next year. The full anticipated costing of £125k had been previously discussed and agreed. It was formally noted again to avoid any confusion with the previously separate Coronation and Sensory Gardens projects which have now been combined. This £125k includes Cala costs, pergola, coronation memorial costs, landscaping and legal costs. Meetings were arranged with both Kimble School and Scouts, who had expressed great interest in being

able to make use of the gardens with things like children working towards gardening achievement certificates. Possibilities of applying for HS2 and S106 funds were discussed. A grand opening date of the May 2026 Bank Holiday was planned for. The possibility of reaching out to Buckingham Palace to inform of/invite to the grand opening was agreed.

Cllr Burton will inform Cala of the disappointment at lack of progress and the urgency to pin down dates in order to plan the grand opening. Cllr Austin will write to The Lord Lieutenant/Buckingham Palace to inform/invite them to the grand opening once progress has been made on the legal transfer of land. Clerk will investigate and apply for HS2/S106 funding if applicable. Clerk will continue to monitor actual vs budget spend and distribute a report each month.

83) To note CIL status of income and investment to date. The latest up to date summary had been distributed with the meeting pack and was noted.

84) To note conclusion of Audit. Noted.

85) To appoint Internal Auditor. After reviewing the Terms of Engagement, the Parish Council resolved to appoint Deborah O'Brien for the 2025/2026 internal audit with anticipated fees of £300. **Clerk will scan and return completed Terms of Engagement form to Internal Auditor.**

86) To discuss upgrading to a .gov.uk website and email. The current Parish Council website supplier (TEEC) had supplied a detailed note of their ability and cost to upgrade the website and supply/convert email addresses. (This had been distributed with the meeting pack) Included in their charge of £100 plus VAT, TEEC would also recheck the entire website to ensure WCAG 2.2 LEVEL AA compliance. It was resolved to use TEEC as the cost is minimal and this can be done quickly. **Clerk will instruct TEEC to go ahead with upgrade.**

87) To approve and adopt a Publication Policy. A draft policy had been distributed with the meeting pack and was approved. **Clerk will publish to the website.**

88) To approve and adopt a Data Protection Policy. A draft policy had been distributed with the meeting pack and was approved. **Clerk will publish to the website.**

89) To discuss Christmas lights options. Various options for the purchase vs rental cost had been obtained and were discussed. It was resolved to use Lamps and Tubes Illuminations Limited to provide lights and a star on a rental basis. **Cllr Burton will liaise with suppliers to organise the display and will also obtain costs for cutting back the Cherry Tree which, if not cut back, will cause problems when putting up lights on to the adjacent Xmas tree.**

90) To note budget setting needs to commence. Noted. **Clerk will prepare first draft for review.**

91) To agree purchase of Remembrance Tommy's. The three previously displayed Tommys had been stolen and it was agreed to replace and add to the Parish display. Having considered a number of suppliers, costs and designs, the Parish Council felt very strongly that purchasing directly from The Royal British Legion would result in the greatest benefit to wounded and disabled service men and women who are directly employed by The RBL.

Cllr Austin will provide details and link to Clerk, who will order 7 Tommys. (one each for the 5 village gates and 2 for the war memorial)

92) To update on potential development of sports facilities (tennis courts and cricket club). Nothing to report.

93) Marsh Kerbing/Pinch Point Project update. Nothing to report.

94) Kimble Stewart Hall. A report from the last KSH committee meeting had been distributed to Councillors prior to the Parish Council meeting. Amongst other things, the planning for the Kimble Stewart Hall Centenary Day was ongoing, a fire inspection is due to take place on September 18th and new Committee members are urgently needed. Since the latest meeting large cracks had appeared in the committee room wall and it was not known if there were structural issues. Urgent discussions had taken place and the Insurance company had been consulted. On advice, a structural engineer had been contacted and is due to visit on Monday. Their up-front invoice for £750 plus VAT had been paid by KSH who have asked the Parish Council to consider re-imbursing. **Clerk will add this request for funds to the agenda for October.**

95) Parish Matters. (stiles, flooded paths etc.)

The stile replacement program was progressing with stiles 1 and 2 completed. The land owner had refused permission to replace stiles 3 and 4. Stiles 5 and 6 were found to already be accessible stiles and so the project had now moved on to stiles 7 and 8.

A request to add a Great Kimble sign to one of the village gates had previously been agreed but not completed. **Cllr Austin will provide details and link to suitable sign and Clerk will order one.**

96) Correspondence, reports, and issues (for information only)

An invitation to the Remembrance Service had been received and Cllr Bourke has offered to represent the Parish Council. **Clerk will liaise with Gerald Redding to purchase wreath and will organise the usual cheque donation for £150 to the Royal British Legion.**

The Clerk advised that she will be on holiday and so agendas for the next meeting will go out early.

97) To confirm the date of the next Parish Council Meeting Wednesday 9th October.

Meeting closed at 8.55pm

Chairman.....

Date:

ITEM 4) Finance Report:**a)To approve October payments (note additional invoices may be received prior to the meeting).****October Payments for Approval**

Pauline McBride	September Salary	£676.00		£676.00
HMRC	Tax and NI	£64.20		£64.20
Pauline McBride	Expenses September	£35.90		£35.90
TEEC	new .Gov.uk domain and emails	£100.00	£20.00	£120.00
RBL	Tommy Statues	£1175.00		£1175.00
Starboard systems	Annual Scribe accounts software	£345.60	£69.12	£414.72
Royal British Legion	Wreath donation	£150.00		£150.00
A Simmons Electrical	Permanent power supply	£1931.61	£386.33	£2317.94
Shield Maintenance Ltd	Bin emptying September	£47.66	£9.53	£57.19
SRT	Aug/Sep litter pick	£240.00	£48.00	£288.00
Richard Billyard	September grass cutting	£1202.00		£1202.00
Cashplus Account	Top up September Expenditure	£38.86	£7.77	£46.63
		£6006.83	£540.75	£6547.58

Also note direct debit re pension contribution:

Employer contribution - £84.50

Employee contribution - £169.00

Total contribution - £253.50

And Lloyds business banking monthly charge of £8.50

b)To note any income received

Precept 2nd instalment	£21000.00
Lloyds Bank interest	£36.47
Unity Bank quarterly interest	£502.99
KSH Rent	£1.00
Total	£21540.46

c)To note bank balances. Total bank balances at 30/09/2025 were £436249.88