**LATIMER AND LEY HILL PARISH COUNCIL**

**Minutes of the Latimer and Ley Hill Parish Council Meeting**

held on Thursday 3rd January 2019 in the Committee Room, Ley Hill Memorial Hall, Ley Hill – 7.15pm

Present:

Cllr Anne Birkett (Chairman) AB

Cllr Rae Bramwell RB

Cllr John Drewery JD

Anne Hyde (Clerk) AH

Cllr Lesley Sunderland LS

County Cllr Noel Brown NB

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|  | Item |  | Who to Action |
| 1 | **To sign the Parish Council Meeting Minutes 24th October 2018** | The minutes of the meeting held on 28th November 2018 were agreed and signed. |  |
| 2 | **To receive Apologies for Absence** | District Cllr Andrew Garth (AG) and Cllr Nigel Hill (NH) |  |
| 3 | **Public Quarter Hour** | None |  |
| 4 | **Register of Interests** | None |  |
| 5 | **The Swan** | Sarah Peterson explained that The Swan had been on the market for two years. Both The Crown and The Swan worked well together and both pubs can be viable. The Villagers support saving The Swan and this was evident from the number of responses from the survey and the petition. The Parish Council had applied for the Asset of Community Value which Chiltern District Council had granted. The Pub in the Hub had provided support as well and Sarah informed the meeting that there was a cash buyer for the pub to run it as a pub. On the 19th October the current owners of The Swan exchanged but it is not known who with. It is understood that the Parish Council may be able to Register our Interest to Bid and this is to be investigated provided there is no financial commitment at this stage. AB – Proposed and NH Seconded. County Councillor Brown suggested that BMCALC were contacted as they have legal advisors regarding loans. Sarah to send out the Business Plan to the Councillors. | Clerk  SP |
| 6 | **Parish Survey** | Cllr Hill said that responses were still being received and so far approximately 50 suggestions had been received including suggestions from The Crown and Ley Hill Cricket Club. Cllr Hill felt it was a poor response from Parishioners. Some of the suggestions the Parish Council are already working on. Suggestions such as tidying up around the Beacon and Manorial Land, a Village Shop and a Garden on the Green were possible and should be investigated.  Cllr Hill said that the Parish Council should consider producing the Community Led Plan to help us obtain grants. Cllr Birkett asked if the Survey could be put on the Agenda for the Annual Parish Meeting. | Clerk |
| 7 | **Community Led Plan** | This is to be put on the next meetings Agenda. | Clerk |
| 8 | **Burial Ground**  **8.1 Maintenance Contract**  **8.2 – Land next to the Burial Ground** | The Clerk reported that the Contractor had agreed to sign the contract and will be meeting him later in the month.  Cllr Hill had spoken with Land Registry and it is likely to be costly as it will require the area to be surveyed and there would be legal costs. Cllr Hill proposed that we did not go ahead at this stage which was agreed. | Clerk |
| 9 | **Finance**  **9.1 – Current / Deposit account balances**  **9.2 –Payments and Receipts**  **9.3 – Noticeboard**  **9.4 – Defibrillators**  **9.5 – Approve quote for maintenance of Phone Box**  **9.6 – Salt Bin**  **9.7 – Expenses Policy**  **9.8 – Replacement column for Street Lamp – Kiln Lane** | The Clerk reported that the current account stood at £21,285.42 and the deposit account at £12,025.47.  Payments had been made to:  .  11 September - £30 (Dec)  T Gillott ( Maintenance) - £183.33 (Nov) and £183.33 (Dec)  Opus Energy – Street Lighting - £107.95 (Dec)  John Robertson - £593.52 (Bench – In memory of Richard Sanders)  Clerk - £19.99 (I Walter and D Silverstone – Accounts)  Clerk - £2.95 (Pritt Stick)  Cllr Birkett - £15.99 (WW1 Celebration – Canes for Poppies)  Cllr Birkett - £120.16 (WW1 Celebration – Various items)  Chesham Town Council - £285.00 (Cleaning of Road Signs)  Receipts - None  Deposit Account  Received: November Interest - £0.51p  The Clerk still to transfer £5,000 to Deposit Account.  The order had been placed and delivery was expected by the 10th January.  These had been delivered and the Clerk to arrange for installation of the Ley Hill defibrillator for as soon as possible. The Latimer one will be installed once the Phone Box has been painted which is expected in April 2019.  It was agreed that the estimate from W A Mortimer and Son would be accepted for £573.42. This included rubbing down and cleaning off, undercoating inside and out and reglossing inside and out. Clerk to speak with Mr Mortimer to arrange for this to be completed by April 2019.  The Clerk reported that the Salt Bin had been installed on Broomstick Lane.  This was approved – Proposed by Cllr Birkett and seconded by Cllr Drewery.  The Clerk reported that she was in conversations with UK Power as they had disconnected the supply unnecessarily. The Clerk is hoping that it will reconnected by the end of the month. | Clerk  Clerk  Clerk |
| 10 | **Highways and Footpaths**  **10.1 – Definitive Map Modification Order Application – Botley Road to Scout Hall**  **10.2 – Pavements – Botley Road**  **10.3 – Damage to Kerbs on The Green, Latimer**  **10.4 – Post Box – Botley Road** | Cllr Birkett said that the land owner is responsible for the upkeep of the land and that a villager will need to take the lead on this application. The Clerk reported that she had received 12 completed forms so far.  The Clerk had reported these to TFB and Cllr Birkett suggested that she and the Clerk meet with TFB to discuss road markings and the pavements. The Clerk to arrange.  The Clerk was still waiting for a response from David Stowe (Chiltern District Council) and would chase. Cllr Drewery reported that there was further damage.  The Clerk reported that this should be installed opposite the old Botley Stores by the end of February 2019. | Clerk  Clerk |
| 11 | **Planning**  **11.1 – Land at Flaunden End Farm – PL/18/3883/FA**  **11.2 – Meadhams Farm Update**  **11.3 – Old Rectory, Church Lane, Latimer – PL/18/3995/HB and PL/18/3994/FA**  **11.4 - Botley Road** | Comments had been sent to Chiltern District Councils Planning Department.  The Clerk had uploaded the Traffic Management Plan, Risk Assessment for the Public Rights of Way and the latest Newsletter (December 2018) to the Parish website.  Conditional Planning Permision had been granted.  The Clerk and the Chairman reported that they had been advised by Parishioners that there were notices on land behind Kimblewick Feeds with regard to rights of way being removed. The Clerk had spoken with Chesham Town Council who advised that there were no current plans for this land at this time. The Clerk to monitor. |  |
| 12 | **Health and Wellbeing Funding**  **12.1 – Sitting Yoga** | The Clerk reported that there was only a couple of people who were interested and therefore not viable to run classes.  Cllr Birkett said that Cllr Bramwell and the Clerk would be meeting to progress the Health Fair on the 24th March.  . |  |
| 13 | **Reports and Correspondence**  **13.1 – General Data Protection Regulation (GDPR)**  **13.2 – Bucks County Council – Unitary Council**  **13.3 – Local Plan**  **13.4 – Accessibility Statement**  **13.5 – Councillor Vacancy**  **13.6 – Elections 2019/2020** | Cllr Hill reported that Cllr Buckman had not passed on the GDPR information.  County Cllr Brown said that this had been agreed and for the time being there will be little change. Further information will be available over the coming months.  No update  The Clerk advised that by 2020 our website needs to be accessible. The Clerk to speak with Sally Kendall to see what is involved.  Cllr Buckman had offered her resignation with immediate effect. The Clerk to write to Cllr Buckman to thank her for her services over the past few years which have been invaluable.    The Clerk reported that the Elections will no longer be this year but have moved to 2020. All Councillors at the meeting said that they were prepared to stand for a further year. The Clerk to contact Cllr Sunderland and Cllr Gregory to ask if they will stand for an additional year. | Clerk  Clerk |
| 14 | **Any Other Business**  **Well – Ley Hill** | Cllr Bramwell said that she had visited the well and it was in need of repair including the footpath that was virtually overgrown. Cllr Bramwell to forward photographs and the exact location so that the Clerk can arrange for repairs / clearance. | RB / Clerk |

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cllr Birkett

Chairman

Latimer and Ley Hill Parish Council

**The Meeting closed at 9.15pm**

Date of next Meeting: Tuesday 26th February 2019 at Ley Hill Memorial Hall (Committee Room) at 7.15pm