**LATIMER AND LEY HILL PARISH COUNCIL**

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

held on Tuesday 17th September 2019 at

Latimer Parish Hall, St Mary’s Church, Latimer at 7.15pm

Present:

 Cllr Anne Birkett (Chairman) AB

Anne Hyde (Clerk) AH

Cllr Lesley Sunderland LS

Cllr Nigel Hill NH

Cllr Steve Thorp ST

Cllr Chris Gregory CG

Cllr John Drewery JD

Cllr Rae Bramwell RB

County Cllr Noel Brown NB

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|  | Item |  | Who to Action |
| 1 | **To receive Apologies for Absence**  | None  |  |
| 2 | **Public Quarter Hour** | None |  |
| 3 | **Register of Interests** | None |  |
| 4 | **To sign the Parish Council Meeting Minutes – 11th June 2019** | The minutes of the meeting held on 25th July 2019 were agreed and signed. |  |
| 5 | **Burial Ground** | Cllr Gregory to arrange a site visit and report back to the Parish Council on the condition of the trees. The logs and bags that were alongside the fence have been removed.The Clerk has arranged a meeting with the Chiltern Society to cut back the hedging on Tylers Hill and at the back of the Burial Ground for the 25th September with Cllr Birkett. It was agreed a donation of no more than £100 would be sent to the Chiltern Society once the works had been completed. The Clerk to liaise with the Burial Ground Administrator and St Georges Church.The ivy on the trees has been cut back. Approval of the Memorial Permit for Barbara Nunn was agreed and signed. | Cllr GregoryCllr Birkett / Clerk |
| 6 | **Finance****Current Finance****Council to agree payments****LAF Funding – Ley Hill School Safety Signs****LAF Funding – Large Project****Silver Sunday Small Grant Scheme****Dial a Ride Donation for 2019/2020****Application for a Public Works Loan** | The Clerk had distributed a financial report prior to the meeting outlining the information below.Current Account Balance as at 16th September 2019 was £17,146.26.**Payments** T Gillott (Burial Ground Maintenance – July 19) - £183.33J Hill (Burial Ground Administrator (Apr-June 19)) - £206.00Cllr Birkett (Lock for MVAS Post) - £4.95Cllr Birkett (Ley Hill Defibrillator Cards) - £20.38Cllr Birkett (Litterblitz Poster) - £48.00Lamps and Tubes (Installation of Defibrillator – Latimer) - £461.76Opus Energy (Street Lighting – June/July) - £87.99Cllr Thorp (Councillor Training) - £41.5511 December IT Services (Website – June) - £30.00T Gillott (Burial Ground Maintenance – August 19) - £183.3311 December IT Services (Website – July) - £30.0011 December IT Services (Website – August) - £30.00Opus Energy (Street Lighting – July/August) - £87.5311 December IT Services (Website – September) - £30.00**Receipts** Burial Ground (Scattering of Ashes of J Day) - £80.00Chiltern District Council (Funding – Great Get Together) - £150.00Cheque from Ward Memorials – Memorial Permit Fee Plot C2 Mrs Barbara Nunn - £150.00Cash Received - NoneCash Paid Out - NoneThe Deposit Account Balance as at 16th September 2019 was £12,029.96. Interest Received (August) - £0.51pInterest Received (September) - £0.51pMonies transferred: £0.00**To authorise payments as listed below:**Clerk (Title Plans for 18 and 20 Kiln Lane) - £6.00Clerk (Title Plan – Bacchus House, Blackwell Hall Lane) - £3.00HMRC Clerk PAYE (April-Sept 19) - £167.40Clerk (Salary – April-Sept 19) - £1572.95Ladywell Accountancy Services (Wages) - £39.00Signs Direct (Ley Hill School Signs) - £582.84Highways and Solar (Rushmere Lane Ground Screw) - £446.40 (Original Cheque No 001191 on 1/11/18 not presented)Fire Training Bucks and MK Ltd (Safety Fair) - £300.00Proposed by Cllr Hill and Seconded by Cllr Birkett**To note receipt of income as listed below:**None**Expected Income (September 2019)**Ley Hill School – Donation for Ley Hill Defibrillator - £50.00Chiltern District Council – Precept (Sept 2019 – March 2020) - £9,875.00Bucks County Council (Non-Transport Funding) - £471.00Cllr Birkett is in receipt of the Ley Hill School safety signs and the Clerk to send an invoice to Buckinghamshire County Council for £471.00. Cllr Birkett to deliver these to the school and to suggest that they are put out Monday AM of the week and collected Friday PM.The Clerk and Cllr Birkett had applied for match funding for the Activity Trail / Seating around the Beacon for £17,789 of which Chiltern District Council will fund half. This project will meet the needs of our Parishioners both young and old as well as other visitors to the village and bring income to the pubs. Chiltern District Council have agreed to clear the pathways and fell some trees. £5000 has been allocated in the budget for 2019/2020 and the Finance Committee will allow £4000 for 2020/2021. We expect to hear in October as to whether the bid was successful. The Clerk had applied for £150 for the 1940s Tea Dance with the Barnettes on Thursday 3rd October from 2pm – 4.30pm. This will be free to all who attend. Cllr Bramwell had kindly photocopied leaflets for distribution which included Salsa sessions, Ley Hill Walking Group and the Home Safety Awareness afternoon.It was agreed that a donation of £50 would be sent to Dial-a-Ride.Cllr Birkett explained that as The Swan was now back on the market, the Save The Swan group are looking at ways of raising funds to buy the pub. A suggestion is a Public Works Loan which would require a great deal of commitment from the Parish Council (financially and time). This was discussed at length as the pub would be ours and if the Landlord defaults it would be the Parishes responsibility. The whole of the Parish would need to be made aware and the Parishioners would have to approve the loan. It would be inevitable that the Precept would have to be increased. Cllr Hill was concerned that we do not have the skills to run a public house but suggested that the Parish Council could be part of a larger group. Cllr Hill also suggested that we could ask if any Parishioners would be prepared to invest. Cllr Hill said that he would be prepared to be involved to raise funds.Cllr Birkett had attended a Chiltern District Council Crowd Funding Event on the 18th September but this would only be up to £20,000. County Cllr Brown suggested that Cllr Birkett contacted Steve Pearson at Chesham Town Council who was familiar with Crowd Funding.Cllr Drewery felt that it was a huge commitment on monthly payments. The Clerk suggested that we could Crowd Fund and back up the balance with a Public Works Loan. Cllr Bramwell suggested applying for Lottery Funding.Cllr Gregory suggested applying for the Public Works Loan which would give us an option. It was agreed that the Parish Council would be prepared to be part of a group to raise the funds to purchase The Swan and run it as a Community Pub. | Cllr BirkettCllr Birkett |
| 7 | **Parish Survey**1. **Activity Trail / Seating area around the Beacon / Owl and Bird Boxes**
2. **Kiln Lane**
3. **40mph – Bovingdon Road**
4. **Litter Bins**
5. **Walks**
 | Cllr Birkett and Clerk to meet with Chiltern District Council to walk around the trail once we are successful with the bid for funding. David Stowe at Chiltern District Council will advise where the best place are for the bird boxes. The Clerk had arranged for the lines to be repainted and it is now clearer where drivers should turn into Kiln Lane and The Crown/The Swan.The Clerk and Cllr Birkett are meeting with Transport for Bucks on 26th September to look at reducing the speed from National Speed Limit to 40mph.A meeting with David Stowe at Chiltern District Council has been scheduled for the 25th September to discuss various issues around Latimer and Ley Hill and a site for a litter bin in Botley Road will be proposed for their approval.One walk had already taken place and had been well supported and a further one is planned for 29th September. It was agreed that a small gift would be given to the Leader of the two walks. Further walks to be organised by participants. | Clerk / Cllr BirkettClerk / Cllr BirkettCllr Birkett |
| 8 | **To consider Planning Applications** **Meadhams Farm****Possible encroachment onto Manorial Land****Blackwell Hall Lane – Possible encroachment****Bacchus House, Blackwell Hall Lane – PL/19/2453/FA****April Cottage, 20 Kiln Lane – PL/19/2561/FA****Bala, 6 The Grove, Latimer – PL/19/2680/FA****Elmcroft, The Green – PL/19/2593/FA****7A The Grove, Latimer – PL/19/2784/FA****Spring Meadow Lodge, Jasons Hill – PL/19/2809/FA** | There was no further update other than County Cllr Brown said that there was issues with the EA Licence.The Clerk had received the Title Plans for both properties concerned and it was clear that they have extended onto Kiln Lane. The Clerk to write to Chiltern District Council to request that the footpath is extended all the way up to Letchfield.The Clerk had chased Chiltern District Council (CDC) regarding the possible encroachment onto manorial land but still had no response. A meeting is being held with CDC on the 25th September and this will be raised.An objection had been sent to the Planning Department at CDC.An objection had been sent to the Planning Department at CDC. It was agreed to request that District Cllr Garth calls the application in.The Parish Council have no objections.It was agreed to object to this proposal of subdividing the plot and erecting a dwelling.The Parish Council have no objections.An objection to be sent to the Planning Department at CDC for the proposal of a detached self-contained annexe. | Clerk |
| 9 | **To receive Planning Application Decisions:****217 Botley Road, Ley Hill – PL/19/1875/FA****St Georges Hall, Jasons Hill, Chesham HP5 3QP – PL/19/0272/FA****The Pleasantries, The Green, Ley Hill – PL/19/1859/FA****The Turl, 224 Botley Road – PL/18/4082/FA****2 Blackwell Farm Cottages, Blackwell Hall Lane, Latimer – AM/161/50****Highways Farm, Rushmere Lane, Orchard Leigh – PL/19/0767/FA****Beechwood, Jasons Hill HP5 3QW** | Conditional Permission given.Conditional Permission given.The Parish Council have commented but no decision.Registered but no decision.Certificate of Lawfullness for existing use granted.Registered but no decision.The Parish Council have commented but no decision. |  |
| 12 | **Reports and Correspondence****IT Services** **Salsa Sessions****Well – Blackwell Hall Lane****Parish Logo****Deer Fatalities – Jasons Hill****Home Safety Fair****Neighbourhood Watch Scheme****Church Noticeboard****Communication from Dame Cheryl Gillan – HS2****New Working Groups and/or Committees****Parish Councils stance on infills in Latimer and Ley Hill****Licencing – Ley Hill Beer Festival** | Cllr Birkett had written to the provider of our IT services and following the response it was agreed to look at possible alternative services. Currently the website cannot be accessed for updating. The Clerk to find out from other small Parishes what services they have and obtain three quotes.A flyer will be posted/emailed to all Parishioners. Already there is a good response for these session in October/November.This had been checked by Chiltern District Council. Cllr Birkett is currently obtaining final suggestions for the new logo.The Clerk had received an email about recent deer fatalities with suggestions of signage. It was agreed that the cost would be prohibitive but we would continue with Community Speedwatch on Jasons Hill. The Clerk to respond.PC Roy Evans from Thames Valley Police and the Fire Brigade will be running a Home Fire Awareness session for Parishioners on the 20th October from 2pm – 4pm. Literature will be available. Cllr Thorp offered to assist on the day.The Clerk had two people interested in helping with the scheme. It was agreed to advertise this in order to pursue setting up Neighbourhood Watch around Latimer and Ley Hill.It was agreed that the Church could have a noticeboard identical to the Parish Councils board on Botley Road but to have a gap between the two boards. The Clerk to speak with St Georges and CDC.It was agreed not to respond.This to be deferred to the next meeting.The Parish Council ?????The Parish Council are very supportive of the Beer Festival but have received some complaints following the event in August. Cllr Hill to draft a letter to be sent to The Crown and The Swan as there were concerns over parking and litter should the licencees decide to apply again for a licence for 2020. Also there was an agreement with Chiltern District Council and The Crown was that seating could only be up to the telegraph pole as this is manorial land. Benches had now been placed further than the permit allowed. | ClerkClerkClerkClerkCllr Hill |

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

Cllr Birkett

Chairman

Latimer and Ley Hill Parish Council

**The Meeting closed at 9.30pm**

**Dates of next Meetings**

**Wednesday 16th October at Ley Hill Memorial Hall (Committee Room) at 7.15pm**