**LATIMER AND LEY HILL PARISH COUNCIL**

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

held on Tuesday 16th October 2019 at

Ley Hill Memorial Hall, The Green, Ley Hill at 7.15pm

Present:

Cllr Anne Birkett (Chairman) AB

Anne Hyde (Clerk) AH

Cllr Nigel Hill NH

Cllr Steve Thorp ST

Cllr John Drewery JD

Cllr Rae Bramwell RB

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|  | Item |  | Who to Action |
| 1 | **To receive Apologies for Absence** | Cllr Chris Gregory |  |
| 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 17th September 2019 were agreed and signed. |  |
| 5 | **Burial Ground**  **Approval of Deed of Grant of Exclusive Right to Burial**  **Trees**  **Hedge Cutting**  **Burial Ground Records**  **St Georges Noticeboard – Botley Road**  **Renewal – Burial Ground Maintenance** | This Deed of Grant for Michelle Maia was approved and signed/dated by Cllr Birkett and the Clerk.  Cllr Gregory had met with an Arboriculturist to undertake a review of the various trees within the Burial Ground. The report stated that the smallest ash tree was showing signs of Ash Die Back and that this should be removed. This may have affected the larger ash tree but it was recommended that all the leaves were removed over the next couple of months to try and save the tree. The Clerk to arrange three quotes for the removal of the infected tree.  The redwood tree sits south of the houses and as it is healthy, its removal would have a detrimental impact on the character of the Burial Ground. It was recommended that some of the deadwood is removed from the cherry tree and the Clerk to obtain a quote.  The Cypress tree had no defects and therefore no works are required.  Cllr Birkett suggested that the recommended 5-10 year plan should be discussed by the Burial Ground Committee.  The Clerk reported that this has been arranged for the 26th November and should the works not be completed then they will continue on the 10th December. A discussion took place regarding the removal of the cuttings. A vote was taken with 4 to 1 in favour that they should be burnt in the corner of the Burial Ground, the ashes removed and it would be seeded at an appropriate time to restore the area. The Clerk to ask the contractor for the Burial Ground to see if he is prepared to remove the ashes and restore the area.  At the recent Finance Meeting the storing of records was discussed. The Council agreed to the recommendation to purchase an external drive to facilitate this. The Clerk to arrange.  The Church will be discussing this at their meeting in November and will inform us if they wish to go ahead and purchase a new noticeboard. Chiltern District Council had agreed that it could be installed by the post box on Botley Road.  The Burial Ground Maintenance contract expired in September 2019 so the Clerk had written to find out if the contractor wished to continue for a further year. Cllr Hill recommended that for September 2020 this contract should be put out for tender. | Clerk  Clerk  Burial Ground Committee  Clerk  Clerk |
| 6 | **Finance**  **Current Finance**  **Council to agree payments**  **LAF Funding – Large Project**  **Consider donation to Latimer Music Festival 2020**  **LAF Meeting Update / Community Speedwatch Signs**  **Finace Committee Report** | Current Account Balance as at 11th October 2019 was £24,127.44.  **Payments**  Clerk (Title Plans for 18 and 20 Kiln Lane) - £6.00  Clerk (Title Plan – Bacchus House, Blackwell Hall Lane) - £3.00  Clerk (Salary – April-Sept 19) - £1572.95  Signs Direct (Ley Hill School Signs) - £582.84  T Gillott (Burial Ground Maintenance – Sep 19) - £183.33  Fire Training Bucks and MK Ltd (Safety Fair) - £300.00  HMRC Clerk PAYE (April-Sept 19) - £167.40  Ladywell Accountancy Services (Wages) - £39.00  Opus Energy (Street Lighting – Sept/Oct) - £89.30  **Receipts**  Chiltern District Council (Precept) - £9,875.00  Ley Ley Hill School (Donation – Ley Hill Defibrillator) - £50.00  Cash Received – None  Cash Paid Out – None  The Deposit Account Balance as at 11th October 2019 was £12,30.45.  Interest Received (October) - £0.49p  Monies transferred: £0.00  **To authorise payments as listed below:**  The Barn-Ettes (Silver Sunday – Tea Dance) - £240.00  Clerk (YourNameHere – Website Hosting) - £40.95  Cllr Birkett (Poster – Tea Dance) - £33.59  Cllr Bramwell (Refund – Salsa Sessions) - £15.00  A Bramwell (Refund – Salsa Sessions) - £15.00  D Hiscocks (Refund – Salsa Sessions) - £15.00  F Hiscocks (Refund – Salsa Sessions) - £15.00  S Rushton (Refund – Salsa Sessions) - £15.00  Cheques signed by Cllr Hill and Cllr Birkett  **To note receipt of income as listed below:**  Deed of Grant of Exclusive Right to Burial (M Maia) - £400.00  **Expected Income (September 2019)**  Bucks County Council (Non-Transport Funding) - £471.00  A decision is expected by the end of October 2019 as to whether or not we will receive funding.  It was agreed to include this as an Agenda item Spring 2020.  Cllr Thorp gave a report of the last LAF Meeting. There is currently £2,800 of funding still available. However, any new bids will not be approved until the middle of 2020 due to Unitary. Thames Valley Police are happy to receive MVAS results so that they can arrange to take their speeding equipment out where speeding is an issue.  Community Speedwatch signs have been installed in Ivinghoe and we can contact Simon Garwood (Bucks County Council) to discuss funding. Signs will be approximately £100 each. However the signs should not be permanent and it was suggested that we use the MVAS posts for them.  The yellow zig zag lines outside the school may be enforceable if they have a Traffic Regulation Order (TRO). Parents/Carers still park on these lines and the Clerk to find out if there is a TRO.  The Clerk had distributed the proposed budget and it was noted that dates needed to be amended. Cllr Hill asked if everything had been included to cover all the projects. A decision will be made at the next meeting which projects we will undertake so the budget may need to be amended then. Cllr Drewery pointed out that the precept had not been increased. The Budget and Precept to be agreed at the next meeting. | Clerk |
| 7 | **Parish Survey**  **Activity Trail / Seating area around the Beacon / Owl and Bird Boxes**  **40mph – Bovingdon Road** | Cllr Birkett and Cllr Bramwell had met with David Stowe and the Tree surgeon to plan the different routes in the trail, to check the safety of the trees and to arrange where to leave the trunks of dead trees.  The cost of the bird boxes, seating and equipment had been included in the Funding Application but if necessary further funding can be be applied for through other avenues.  The Clerk and Cllr Birkett had met with Transport for Bucks to look at reducing speeding and the speed limit on Bovingdon Road. It was agreed that dragons’ teeth and a speed sign on a yellow background would be installed. We are still waiting to hear which department we go to regarding reducing the speed limit.  Other signage was checked and some signs in Jasons Hill and on Bovingdon Road were incorrect and will be replaced. |  |
| 7 | **Events and Activities**  Silver Sunday – Tea Dance  Walking Group  Salsa Sessions  Home Safety Awareness Fair  Neighbourhood Watch Scheme  Coffee & Chat Mornings  Facebook  VE Day 2020 | This was a great success with 34 attending with two representatives from Chiltern District Council. The Barn-Ettes were enjoyed by all and many said they looked forward to next year’s Silver Sunday.  The first 3 walks have been well attended. Cllr Birkett has purchased a voucher to give to the organiser of the first two walks. Cllr Thorp has agreed to organise future fortnightly walks – the next walk will be a three mile walk on the 27th October. Cllr Birkett will provide a poster and the Clerk will advertise it through the newsletter.  14 people attended the first session and it is expected that more will join in the second week. As funding has been agreed, it was decided to subsidise everyone (£15) and the Clerk had arranged to refund those who had paid the full amount.  This is being held on Sunday 20th October starting at 1pm and finishing at 4.30pm. Thames Valley Police, Neighbourhood Watch and the Fire Bridgade will be giving talks, live demonstrations and there will be opportunities to ask questions.  The Clerk reported that some people had already signed up to the scheme and it is hoped that more will do so after the Fair on the 20th October.  Cllr Birkett said that in conjunction with the Memorial Hall the first Coffee & Chat Morning will be on the 4th December from 10.30am – 1.15pm. The Memorial Hall have agreed that they will run once a month and that there would be no charge for the hall. Funding of £100 has been allocated to these mornings.  The Clerk had set up a Parish Council Facebook page which means that people will be able to show if they are interested or want to attend events we organise. Cllr Bramwell has admin rights and has agreed to post information on events.  It was agreed that Cllr Birkett would speak to The Crown about the possibility of joining forces to run a community event for the VE Day celebrations in May. | Cllr Thorp  Cllr Birkett  Clerk  Cllr Birkett |
| 9 | **To consider Planning Applications**  **Rowan Tree Farm**  **Possible encroachment onto Manorial Land**  **2 Blackwell Farm Cottages – PL/19/3359/VRC**  **Spring Meadow Lodge, Jasons Hill – PL/19/2809/FA**  **Bacchus House, Blackwell Hall Lane – PL/19/3423/FA** | An email had been received regarding containers being delivered to the Rowan Tree Farm site. This has been reported to Enforcement for investigation.  There is no further update on 18 Kiln Lane, Ley Hill. It was agreed that the Clerk would write to the owner of Kiln Lane informing him of the encroachment onto the road.  Variation of condition 2 of planning permission AM/161/50 to allow the use of the cottage by a non agricultural worker. Cllr Gregory and Cllr Drewery had no objections.  The Clerk had received an email from the owner and it was agreed that a response would be sent suggesting we would be prepared to support a scheme that extended the current house, as this accords better with local planning policies.  Conversion of outbuilding into a separate residential dwelling. The Council agreed that a response would be sent objecting to the new planning application. | Clerk  Clerk  Clerk |
| 9 | **To receive Planning Application Decisions:**  **The Pleasantries, The Green, Ley Hill – PL/19/1859/FA**  **Beechwood, Jasons Hill HP5 3QW**  **Bala, 6 The Grove, Latimer – PL/19/2680/FA**  **Bacchus House, Blackwell Hall Lane – PL/19/2453/FA**  **The Turl, 224 Botley Road – PL/18/4082/FA**  **Highways Farm, Rushmere Lane, Orchard Leigh – PL/19/0767/FA**  **April Cottage, 20 Kiln Lane – PL/19/2561/FA**  **Elmcroft, The Green – PL/19/2593/FA**  **7A The Grove, Latimer – PL/19/2784/FA** | Conditional permission granted.  Certificate of Lawfulness granted.  Conditional permission granted.  Planning permission refused.  Registered but no decision.  Registered but no decision.  The Parish Council have objected – awaiting decision  The Parish Council have objected but no decision.  Awaiting a decision. |  |
| 12 | **Reports and Correspondence**  **IT Services**  **Parish Logo**  **New Working Groups and/or Committees**  **Parish Councils stance on infills in Latimer and Ley Hill**  **Councillor Vacany (Ley Hill)**  **Meeting Dates 2020** | The Clerk to speak with 11 December IT Services.  No progress to report.  It was agreed that once the new Parish Council is elected in 2020 then the working groups and committees will be revised and formed.  This to be deferred to the next meeting.  It was agreed that Cllr Birkett would write a request to be sent out to the Parishioners asking for expressions of interest in helping the Parish Council in the first instance. Clerk to send out electronically and put on the noticeboards.  These were agreed so will be advertised on the noticeboards and website. |  |

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

Cllr Birkett

Chairman

Latimer and Ley Hill Parish Council

**The Meeting closed at 10.00pm**

**Dates of next Meetings**

**Wednesday 27th November at Ley Hill Memorial Hall (Committee Room) at 7.15pm**