

Latimer & Ley Hill Parish Council Meeting | MINUTES

22nd July 2020 / 7.15pm | Virtual Meeting (Zoom)

ATTENDEES

Cllr Anne Birkett (AB), Cllr John Drewery (JD), Cllr Nigel Hill (NH), Cllr Steve Thorp (ST), Cllr Chris Gregory (CG), Claire Leek (Clerk), Chris Harris.

AGENDA TOPICS

| Agenda topic 1 | Apologies for Absence

Noel Brown

| Agenda topic 2 | Approval of June meeting Minutes

Formally approved. AB to sign.

| Agenda topic 3 | Register of Interests

None

| Agenda topic 4 | Burial Ground

- a. **Refund request.** Mrs Kate Johnson, daughter of the late Rev Hilary Wilson has a family plot that they no longer need. This is a full plot near the Church rooms (C 19) and was purchased in 2007 for £140. Jenet Hill (Burial Ground Administrator) seeks permission to inform Mrs Thompson that this refund is permitted. Approval given
Proposed by AB Seconded by CG.

Action items	Person responsible
Inform BG administrator that refund is approved	Clerk

- b. **Maintenance.** Parish Council would like to extend warm thanks to the new contractor Callum Wilson who is doing a wonderful job. AB has written a review on Our Builder where Callum's information was found.

Callum has recently cut down the small holly tree and is returning this week for the routine cut.

NH provided an update regarding the compost bins, which have now been screwed shut due to the presence of snakes. A provision for the public to dispose of dead flowers has been made.

- c. **Approval of Memorial Inscription.** An ashes burial will take place on Friday 14th August at 11.00 for Mrs Vera Taylor. Inscription approved by Parish Council
Proposed by AB. Seconded by NH.

Action items	Person responsible
Update BG Administrator to pass on agreement.	Clerk

- d. **Storm Damage.** Formal quote from Nick Batt (Stonemason) has been sent to Hazel Rymer, the Church Warden handling the insurance claim for the church. We will wait to see the outcome before discussing any further.
Proposed by AB. Seconded by ST.

- e. **Deed of Burial.** Mr Roger and Mrs Nora Perry have purchased an ashes plot (U 114B). Jenet will raise a deed for the purchase with the fee of £200.00 (paid). Parish Council approve. Copies to be signed by Clerk and AB.
Proposed by NH. Seconded by AB.

Additional Topic - Tree Survey. The report was received the day of the meeting. Clerk to circulate amongst councilors for comments. Agreed to collate a handful of questions for arboriculturist if necessary. Clerk pointed out the mention of one tree that may require annual inspections going forward and requires removal of ivy. We will ask Callum Wilson to ring the ivy.

Proposed by AB. Seconded by CG.

Action items	Person responsible
Clerk to circulate tree survey report	Clerk
Councillors to respond with any questions for Simon	All
Clerk to email any clarification questions to Simon	Clerk

| Agenda topic 5 | Finance

- a. **Approval of June Finance Report.** Finance report approved.
- b. **Council to agree payments.**
None to agree.

| Agenda topic 6 | To consider Planning Applications

- a. **PL/20/1983/PIP The Scout Hut, Botley Lane, Chesham, Buckinghamshire, HP5 1XS.** Discussed the issue of asbestos on the site, and how this could be a problem for any developments. PC will mention this in a response. In 2016 the rejection for an application for a larger development mentioned the problems with the access/entrance and “intensification” of traffic. This application does not have the same issue as it is only for a

smaller development of 2 dwellings. However, the PC are concerned about the use of Botley Lane to Botley Road as an access/through route. Historically this was always blocked off, but trees have been removed in recent years opening it up. There is some question as to the ownership of Botley Lane. Consensus that there are no objections to the permission in principle for only two dwellings – no more.

Proposed by ST. Seconded by NH

Action items	Person responsible
Draft a response from the PC to be sent by 27 th July	Chris Gregory
Check land registry for ownership of Botley Lane	Clerk

- b. **PL/20/1549/PNAD – Beechwood, Jasons Hill, Chesham, HP5 3QW.** No comments to be made.
- c. **PL/20/1678/FA – Beverley, The Green, Ley Hill, HP5 3QR.** Already sent an objection. Nothing further to add.
- d. **PL/20/0336/HB and PL/20/0335/FA - The Swan Public House, HP5 1UT.** PC have sent an objection to the change of use. Application has been called to committee but is not on the agenda for July. Possibly called in August. AB is happy to give the allowed 3 minute objection and will circulate draft to Councillors.

Action items	Person responsible
Circulate 3 min objection to Councillors	Anne Birkett

Additional Topic. PL/20/2103/FA The Stables, Birch Tree Grove, Ley Hill. Application received morning of meeting. Circulated to Councillors. ST says it is part of the growing development there and parish council are happy with Buckinghamshire Council’s hold on the overall development there. No further comments, objections or actions.

| Agenda topic 7 | To receive Planning Application Decisions

Nothing to discuss on these applications.

| Agenda topic 8 | Dilly Dells Project

- a. **Seating & Ley Hill Common.** Some seating and posts were installed on 3rd July. Parish Council were made aware of an incident whereby a car reversed into the beacon the same day. Posts and seating were narrowly missed. The Contractor for seating checked the beacon was level, and ST checked for damage. No obvious signs of damage, post seems structurally sound, no movement or weakness apparent. Consensus is no further action.

Posts – a Facebook complaint questioned the position of the posts with regard to getting children in and out of the car safely. Also suggests where the posts are positioned does not allow parking for a larger car, without protruding onto the road. The original line of posts was followed, and PC did not want the parking spaces to further encroach onto the beacon. Noticed a couple of posts have already been knocked over. Discussed the option of moving them at a cost of £440 + vat. There are other places to park in the area, and historically the

patch of grass was not an official parking area but was graveled over as the grass was so patchy as a result of cars parking. Decided to leave it for the summer and see how things go.

Grass Cutting – AB had a meeting with David Stowe on 16th July. David agreed for all the grass area to be mowed by Bucks Council as it is not currently being done.

Small Copse – David agreed to reduce the size of the trees to small hedge height if desired. This would tidy the area of the common whilst still offering some shelter to the seating area.

Proposed by AB. Seconded by NH.

T-Bar - AB also discussed the requirement for a T-bar for cyclists and horses. Wooden design to be approved by David Stowe. NH suggests this be put on the cleared copse area.

Proposed by NH. Seconded by ST.

Dog Litter Bin - David Stowe discussed the option of removing the dog litter bin and replacing it with a litter bin, as dog owners may dispose of dog waste in usual litter bins. Needs to speak to the waste team. If possible, Parish Council would like to remove the dog litterbin and install a new litter bin in the cleared copse area.

Proposed by AB. Seconded by NH.

Copse nr School – NH pointed out that Bucks Council still haven't cleared the copse near the school as previously agreed. This is now getting untidy.

Action items	Person responsible
Remind Bucks Council to attend to copse	Anne Birkett

- b. **Phase II.** David Stowe agreed to the proposed changes to the activity trail so AB will seek quotations. David agreed that Bucks Council will clear the brambles from the proposed installation areas and maintain the wooded area containing the activity trail in May an October. Bird boxes will be installed following advice from Chiltern Society, and this has also been agreed by David.

Action items	Person responsible
Obtain quotes for the activity trail as per amendments	Anne Birkett
Discuss options for bird boxes with Chiltern Society	Anne Birkett

| Agenda topic 9 | Meadham's Farm

Andrew Godman (EHO for Bucks Council) has written to the owners regarding the plastic sheeting and requesting they install a fence following people swimming in the quarry. Not expecting a reply from them. AB awaiting a response from Andrew regarding the next steps.

New activity seen at the site this week. A low loader was brought in to remove the weigh bridge, and trees cut down to allow access for this to happen. AB raising awareness as development or sale of the site is likely to come up in the future. NH suggests the councilors spend some time thinking about their opinions on the development of the pilot should it arise.

| Agenda topic 10 | Storage of Historic Paperwork

Clerk is reviewing the documents and paperwork being held by the Parish Council and with the help of AB, streamlining where possible. We need a secure and “official” home for the historic paperwork that must be kept. One option is to archive at Aylesbury (Bucks Council) but we may need easier access. There is the option of storing within a filing cabinet at Latimer Church in the hall. Chris Harris has a filing cabinet available. JD/CG to enquire with the church.

Action items	Person responsible
Thorough streamlining of historic paperwork	Clerk/Anne Birkett
Contact Latimer Church regarding possibility of storing a filing cabinet in the hall.	John Drewery/Chris Gregory

| Agenda topic 11 | Reports & Correspondence

- a. **Latimer – The Green.** During AB’s meeting with David Stowe, it was agreed that the outstanding works to the bollard on the corner nearest to Flaunden Bottom, which is leaning and has been for over a year, and the painting of the pump structure which is desperately needed will be chased up and completed. The 3 weeping birch trees need attention. Agreed to ask Peter Evans to see to them after David Stowe agreed they need doing.

Action items	Person responsible
Ask Peter to cut back the 3 birch trees	Clerk

Discussed whether the Parish Council could ask Bucks Council to hand over the triangular patch of grass as the maintenance of the patch has often been forgotten. CG explained that it has become the hub of the village recently and is being used by lots of residents in the village to meet. NH points out this will incur an incremental cost that needs to be included in the budget. Decided to wait for now, with the idea to put forward in the autumn.

- b. **Street Lighting.** New electricity supplier required as Opus are no longer supporting our UMS. The Utility Supplier have carried out a market research and put forward the best option for the Parish Council. Although there is a slight cost increase compared to the Opus contract, the 3 year fixed contract offered by SSE is still within budget and was agreed by all.

Proposed by JD. Seconded by AB.

Action items	Person responsible
Arrange switch over with new supplier and return DD mandate	Clerk

- c. **Speeding.** Data from MVAS has now been transferred to the laptop for analysis. There is a need for a speeding sub-committee meeting to discuss what we want to do with the data, what PC want to find out and show and how it can shape future plans regarding speeding work. Also need to move the post in Latimer. This requires communication with the police. Need to look at the future of the Community Speed watch group.

Action items	Person responsible
Arrange a speeding sub-committee meeting	Anne Birkett

- d. **Cowcroft Woods - Bridal Way.** Excellent response from the residents for the user evidence forms. Decided to wait until September to allow time for people to request, fill in and return the forms. Then the application can be submitted.

Cowcroft Woods – Woodland Trust. ST has established email communication with the Woodland Trust warden for Cowcroft Woods following an issue that was brought up by a resident. This issue was resolved without Parish Council or Woodland Trust involvement but it has allowed the communication to be set up should there be issues in the future. The incident also resulted in the Parish Council understanding the full ownership of the woods and the boundaries which is valuable going forward.

- e. **Litter.** Discussed the need for a larger bin in Latimer. David Stowe will investigate. Parish Council realises this is likely to be only a temporary problem however, due to the current large influx of visitors and walkers, the bin is not large enough and is being emptied by residents.

Discussed the need for a Litter Blitz in Ley Hill but this will have to be on hold as Bucks Council are currently not supporting any until at least September.

| Agenda topic 12| AOB

- a. **Training.** BALC have amended the training schedule and Essential Clerking for Parish Clerks and New Councillor Training dates have been released on the day of the meeting. All agreed that Clerk can attend the training in August if desired, as stipulated in the contract of employment.

Meeting Closed at | 09.05pm |

Signed: _____

Date: _____

Councillor Anne Birkett

Chairman

Latimer and Ley Hill Parish Council

Next Meeting | 8th September 2020 |