



Latimer & Ley Hill Parish Council Meeting | MINUTES

14th October 2020 / 7.15pm | Virtual Meeting (Zoom)

ATTENDEES

Cllr Anne Birkett (AB), Cllr Nigel Hill (NH), Cllr Steve Thorp (ST), Cllr Chris Gregory (CG), Cllr Chris Harris (CH), Cllr Noel Brown

AGENDA TOPICS

| Agenda topic 1 | Apologies for Absence

Cllr John Drewery

| Agenda topic 2 | Approval of September meeting Minutes

Formally approved. AB to sign and Clerk to upload to website.

| Agenda topic 3 | Register of Interests

None

| Agenda topic 4 | Burial Ground

- a. **Hedge Cutting.** Arranged for 24th October, as per contract. ST has assessed the burial ground and confirmed the grass will not need another cut.
- b. **Trees.** Have sent a response to Mrs Keshishian's letter from September. The Parish Council (PC) will not be spending further funds to tidy up the low hanging branches of the trees at this time.

| Agenda topic 5 | Finance

- a. **Approval of September Finance Report.** Finance report approved by all.
- b. **Agree revised budget.** Revised budget circulated to PC. Approved. Queried whether we should be balancing the budget. Clerk to investigate whether this is something that should be aimed for in future. Before the next meeting in November, Councillors to think about what needs to be considered for next year's budget.
Proposed by CG. Seconded by NH.

Action items	Person responsible
Email to prompt for ideas for collation and discussion at next meeting	Clerk

- c. **Finance Committee.** Cllr Chris Harris will join the finance committee, replacing former Councillor Rae Bramwell.

Proposed by ST. Seconded by NH.

| Agenda topic 6 | To consider Planning Applications

- a. **PL/20/3086/FA. The Swan.** New application for change of use – application does not propose any building work. The PC will continue to object on the grounds of loss of community facility.

Proposed by AB. Seconded by ST.

Action items	Person responsible
Objection letter text to be circulated and once approved, submitted by 26 th October deadline.	Anne Birkett to circulate Clerk to submit

- b. **PL/19/3820/FA. Elmcroft.** Application refusal is being appealed. Although the original response will be passed on and considered, PC will send in a further objection.

Action items	Person responsible
Response to be drafted based on original comments.	Anne Birkett to circulate Clerk to submit

- c. **Parish Council Stance on Infill.** Discussed the idea of having a stance on how the PC will react to certain planning applications, to save time and remove the debate at meetings. Hard to put in practice as there are always different circumstances. There is legislation which allow the parish to have a community plan – a document outlining how the PC would view a planning application in the area. This will involve a lot of work and Cllr Brown suggests we would need external advice. Also says BALC may have a booklet outlining CG has an example for perusal.

Cllr Brown informed the PC that the new Chiltern Plan will be set aside from next week. This will mean more protection for the Green Belt land, although Buckinghamshire Council are working on the next plan which may take up many of the Chiltern Plan ideas once effective.

Action items	Person responsible
Councillors to read over the example ahead of discussion at the next meeting in November.	Chris Gregory to circulate All to read

| Agenda topic 7 | To receive Planning Application Decisions

Nothing to discuss on these applications.

Clerk asked to send out the decision on applications to Councillors by email when received.

| Agenda topic 8 | Dilly Dells Project

a. Update on Activity Trail. Rough Stuff Oak have been out to take measurements and will soon be ready to install.

b. Brass Plaques. Plaques will be sunk into posts to be sited near to the trees with the bird boxes. The quotation has been received and was approved by all Councillors.

Proposed by ST. Seconded by NH.

c. Approve Re-Wilding Plan for 2021. Report circulated to all following last meeting.

Nigel Hill to write a piece for the News and Views and email newsletter informing the parish of the rewilding plan.

Proposed by NH. Seconded by AB.

| Agenda topic 9 | Policies

a. Code of Conduct was updated and circulated. Approved by the council.

b. Complaints Procedure Policy has been updated and circulated. Approved by the council.

c. Constitution has been updated and circulated. Approved by the council.

Action items	Person responsible
Additional policies to be reviewed before next meeting.	Clerk

| Agenda topic 10 | Speeding

a. MVAS Data. Data to be downloaded from Botley Road. The battery will then be changed and then the camera will be turned to monitor traffic coming from Ley Hill towards Chesham. The data will be analysed before the next meeting.

Action items	Person responsible
Data to be downloaded from MVAS	Clerk
Latest data to be analysed	Clerk
Camera to be turned/new battery	Steve Thorp

| Agenda topic 11 | Reports & Correspondence

a. Cowcroft Woods – Bridle Way.

Deadline for User Evidence forms from local residents will be beginning of January. This will be communicated by newsletter and News and Views. The PC will then collate the responses and submit the application.

Proposed by ST. Seconded by AB.

Action items	Person responsible
Newsletter and News and Views to include the information about user evidence forms – to be sent out in November	Clerk/Anne Birkett

b. Street Lighting.

- i. Clerk updated the PC regarding two faulty lights that require UK Power Network to attend. Struggling to get hold of them and cannot use the online reporting system without an address.

Action items	Person responsible
Faulty lights to be reported to UK Power Network.	Clerk

- ii. Christmas lights to be switched on by Lamps and Tubes on 1st December.

Action items	Person responsible
Advise Lamps and Tubes of date.	Clerk

- c. **IT Services.** Sally Kendall has arranged for a new email address for Cllr Chris Harris and provided the details for setting up the new email addresses on Outlook. The old website now has a re-direct on it and the new website is found by Google when searched for. The .org domain will expire at the end of the year. Sally will provide the passwords to all email addresses and Councillors/Clerk can transfer emails from current to new inbox if desired.

- d. **Litter Blitz/Fly Tipping.** Latimer and Ley Hill Litter Blitzes were successful and lots of litter cleared and collected. Latimer may have an additional blitz as there are still a few roads that need attention. Fly tipping problem, particularly in Soldiers Bottom and Horse Hill. These have been reported via Fix My Street but there were already outstanding reports of the same issue and they have not been addressed. Cllr Brown suggests contacting Bill Chappel directly.
- e. **Meadham’s Farm – Plastic Sheeting.** Removal of the plastic sheeting cannot be carried out by PC without trespassing. The plastic is on Meadham’s Farm but we cannot get hold of the owners/holding company. The best option must be to go via Environmental Agency and see if they have any powers in the absence of the owner’s response.

Action items	Person responsible
Contact EA to determine if they have any power to remove the sheeting	Anne Birkett

- f. **Report from Community Board.** Cllr Chris Harris attended the Community Board meeting. The priority for most parishes is speeding, and they discussed the request for new speed cameras in Chesham. The police presented and made everyone aware of a TVP app that can be used to report the registration of speeding vehicles. This will be communicated to the parishioners via newsletter.
Also discussed burglaries and drug related offences which are an issue for all parishes, and a presentation about the latest updates regarding HS2.
Cllr Harris brought away the idea of online training courses for the elderly however, the location is a problem in Ley Hill as the Memorial Hall doesn’t have Wi-Fi. This may be something the PC could look into as community Wi-Fi would be a useful resource.
Discussed available funding opportunities – PC to pursue any available funding.

Attendance at the Community Board meetings and supporting Village Forum meetings is important, and PC will continue to attend to get the support from other parishes and help to get the villages point of view across.
- g. **Ideas for Big Projects.** PC asked for ideas for big projects, so we can collate the ideas ready for any funding opportunities. This will be discussed at the next meeting and will be tied in with the budget discussions.
- h. **Dates for meetings.** Dates were circulated prior to meeting and confirmed by all. Dates for litter blitz to be added.

| Agenda topic 12| AOB

a. Tractors

Huge tractors passing through the village were reported to the police. Incident form filled in due to the danger of the situation and the destruction of the verges left behind. Suggested if nothing is heard that we follow up as the route through the village cannot be used next time the field is harvested.

Proposed by NH. Seconded by AB.

- b. **Poppies.** Cllr Anne Birkett will decorate the Beacon with the poppies again as in previous years and the soldiers have been installed.

c. **Bovingdon Plan.** Cllr Steve Thorp pointed out that a new plan for Bovingdon includes a vast number of houses and a new school being built, which would result in an increase in the traffic through Ley Hill. Just need to be aware.

d. **Operation London Bridge.** It is likely that the PC need a policy. Clerk has contacted BALC for guidance.

Meeting Closed at | 08.55pm |

Signed: _____

Date: _____

Councillor Anne Birkett

Chairman

Latimer and Ley Hill Parish Council

Next Meeting | 25th November 2020 |