

# Latimer & Ley Hill Parish Council Meeting | MINUTES

25<sup>th</sup> November 2020 / 7.15pm | Virtual Meeting (Zoom)

## ATTENDEES

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

## AGENDA TOPICS

### | Agenda topic 1 | Apologies for Absence

None

### | 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. **Damage to Headstones.** Church insurers have responded to our request and denied responsibility for the damage caused by the falling tree. The response says the trees are regularly maintained which the PC question. The insurance company have already paid out for the repairs to the fence. Suggested PC write to the church to explain the position and ask for a contribution to the costs.

Proposed by CG. Seconded by NH.

Action items	Person responsible
Text for letter to the church asking for a contribution to the costs of the repairs.	Nigel Hill to write, Clerk to send.

- b. **Christmas Service.** This has been cancelled.

### | Agenda topic 5 | Finance

- a. **Approval of October Finance Report.** Finance report approved by all. Will be uploaded to the website.

- b. **To Consider for Budget Planning.** Councillors discussed items that may need to be considered in next years budget. These will all be looked at and discussed by the finance committee when preparing the budget for 2021/2022.

Action items	Person responsible
Hold a finance committee meeting to set the budget	Finance Committee

- c. **Precept.** The budget will be discussed at a finance committee meeting and this will then inform the precept. Clerk to confirm the deadline for setting the precept.
- d. **Contribution to Community Dinner.** Very successful first night with over 60 people taking up the offer. Also arranged for food to be taken to elderly residents in the parish. The PC supports the idea of the Community Dinner and welcomes the initiative as it improves community spirit. Suggested we could ask if any further dinners could be held on a different night of the week as a second takeaway service operates in Ley Hill on Friday evenings. Also wondered if something could be explored to help those residents that previously attended the Coffee & Chat mornings, to help combat isolation during the potential January lockdown. PC could make a small contribution if this was needed.

Action items	Person responsible
Speak to the organisers of Community Dinner	Anne Birkett

- e. **“Big Projects” Ideas.** Councillors put forward ideas to be considered for future big projects/funding opportunities.

Ideas	Action/Comment
Community WiFi in/around Memorial Hall/new seating area	CH to explore further and speak to local Parish already undertaking this.
Permanent Vehicle Activated Sign	Chesham Town Council may purchase some to place in villages around Chesham. AB has expressed an interest.
New seat on Botley Road/Additional seating in Parish	Residents have mentioned there aren't any benches between the Hen & Chickens and Memorial Hall. Would benefit the residents to have more seating.
Move parking area at Beacon	AB will continue to talk to David Stowe
Disabled/Pushchair accessible route	NH and ST to discuss further.
20mph speed limit near school	NB suggests this is only advisory rather than enforced but may help tackle the speeding problem.

Ideas	Action/Comment
Community meeting place – site for outdoor events with seating.	Possibly some seating around the memorial hall area offering a place for residents of all ages to sit, meet others, watch live music events....
A parish archive based on website for photographic history and storage of parish memorabilia	Currently artefacts and photos are stored in the archive in Aylesbury which isn't accessible. Some interesting things that will otherwise be forgotten about.
Latimer village green – take on the maintenance responsibilities and ownership from Buckinghamshire	As the only area in Latimer that can be used it would be good to make the most of it, and ensure regular upkeep. NB suggests Buckinghamshire might be receptive to the idea of passing it over to the parish.

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#### | Agenda topic 6 | To consider Planning Applications

- a. **PL/20/3634/FA. Glenoaks.** No comments.
- b. **PL/20/3019/FA. Parkfield House.** No comments.
- c. **PL/20/3086/FA. The Swan - Update.** Case officer will write her report w/c 30<sup>th</sup> November. The heritage officer has recommended refusal. Planning meeting likely to be December 15<sup>th</sup>.

S.O.S have been busy preparing ahead of the decision. Applied for CBS status and have become members of The Plunkett Foundation and have advisors on board to help with the potential purchase of the freehold. Prospectus being produced with people helping with graphics and logos. Will be in a position to go if permission is refused.

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#### | Agenda topic 7 | To receive Planning Application Decisions

- a. **PL/20/2298/FA.** No comments.
- b. **PL/20/1983/PIP.** No comments.
- c. **PL/20/2115/HB.** No comments.

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#### | Agenda topic 8 | Dilly Dells Project

- a. **Update on Activity Trail.** Rough Stuff Oak have been out to install the trail and it is almost complete. Invoice for install is pending. Takes spend to approx. £9.5k. The graphics for three noticeboards will need to be produced and paid for – The Golf Club have expressed an interest in paying for one of them. David Stowe from Buckinghamshire Council has verbally approved the well sign/noticeboard and a route to it. No need to fence it off going forward. Discussed the idea of making it more authentic looking – AB to discuss with Rough Stuff Oak. Councillors agreed spend of £650 for the well sign, as per budget.

The seats around the tree are still outstanding. These are to be made at the prison but this is on hold due to Covid19 restrictions preventing anyone entering the prison.

This would complete phase 1 of the activity trail.

Idea for next year would be to link the route of the activity trail to the golf club, passing hole 5 and incorporating the bluebells. Will speak to the golf club again, as they were previously keen on the idea.

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**| Agenda topic 9 | Policies**

- a. **Standing Orders.** Policy was reviewed and circulated. Approved by the council.
  
- b. **Health & Safety Policy.** Policy has been updated and circulated. Approved by the council. The PC should have an accident book.

Action items	Person responsible
Additional policies to be reviewed before next meeting.	Clerk
Purchase an accident book	Clerk

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**| Agenda topic 10 | Speeding**

- a. **MVAS Data.** Data analysed from Botley Road monitoring traffic coming towards Ley Hill from Chesham shows >60% of vehicles were speeding. ST says this is in line with national data recently reported.
  
- b. **Minutes of Speeding Sub-Committee.** Circulated prior to meeting.

There is no longer a CSW element to the efforts against speeding, and there is currently no access to the camera. Can only use MVAS data to see if PC efforts to reduce speeding are effective.

Need a new location for the MVAS camera in Latimer, ideally on the straight to Flaunden. Need to wait for new police officer to be appointed to get assistance and approval for this. For now, the MVAS will move between Botley Road and Rushmere Lane.

Action items	Person responsible
Data to be downloaded from MVAS	Clerk
Latest data to be analysed	Clerk
Camera to be moved to Rushmere Lane	Steve Thorp

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**| Agenda topic 11 | Reports & Correspondence**

- a. **IT Services.** Sally Kendall has supplied new details for all Councillors. The .org domain will expire at the end of the year. A number of Councillors still having problems logging in or accessing the emails. Will continue to ask Sally for help. Clerk to see if YNH can assist.
  
- b. **Community Board Meeting – Update from Cllr Birkett.** The meeting focused on common priorities including speeding, repairs and maintenance to the roads, access with Buckinghamshire Council, Funding, Planning and Enforcement. They discussed neighborhood plans and waste – hot spots for regular fly tipping can be reported

to a dedicated team who will investigate. PC suggest Horse Hill (layby) and Blackwell Hall Lane. There is some funding ring-fenced for Health & Well Being which the PC would be interested in.

- c. **Noticeboard.** Quote for replacing the frosted Perspex with glass from Cassidy Glazing for a total of £230 was approved by the PC. The lock needs replacing too, as it is not fit for purpose, is too hard to manipulate and is a 2 man job. CH will look into the options and go ahead with a replacement (pre-approved up to £100). The alternative is a new noticeboard in the region of £2500.

Action items	Person responsible
Contact locksmith and replace broken lock mechanism	Chris Harris
Contact Cassidy Glazing and go ahead with glass replacement.	Chris Harris
Purchase new magnets	Clerk

- d. **Parish Plan.** This is a huge undertaking but one that the PC feels will be necessary. Clerk has asked for advice from BALC, still waiting to hear back. PC aware that they will need external help to produce a plan. AB is aware that other local parishes have started to put something together so will investigate who they got to help and how long it has taken.
- e. **May 2021 Elections.** PC still has one vacancy. All current Councillors plan to continue after May 2021 so only one spot still to fill. Elections scheduled for 6<sup>th</sup> May 2021.
- f. **Gas Works – Kiln Lane Damage.** Damage has been caused to the pavements by heavy vehicles driving over them as a result of gas works at the end of Kiln Lane blocking access. This has also resulted in the collapse of at least 1 drain, possibly all 3, that carry water away from the end of Kiln Lane. This poses a flood risk in an area known to have previously flooded. AB has already spoken to David Stowe at Buckinghamshire Council who will visit to investigate.

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Meeting Closed at | 09.20pm |

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

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

Councillor Anne Birkett

Chairman

Latimer and Ley Hill Parish Council

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Next Meeting | 5th January 2021 |