



Latimer & Ley Hill Parish Council Meeting | MINUTES

23rd March 2021 / 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) Claire Leek (Clerk)

AGENDA TOPICS

| Agenda topic 1 | Apologies for Absence

None

| Agenda topic 2 | Approval of February meeting Minutes

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

| Agenda topic 3 | Register of Interests

Cllr Birkett is a member of the management team for Ley Hill Community Pub Ltd

| Agenda topic 4 | Burial Ground

a. **Damage to Headstones.** Church have reimbursed the parish council for 50% of the cost of the repairs.

| Agenda topic 5 | Finance

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

| Agenda topic 6 | To consider Planning Applications

- a. **PL/21/0671/FA. Beverly.** No objections.
- b. **PL/21/0957/FA. Leamington.** No objections.
- c. **Planning policy meeting** – Buckinghamshire Council have arranged a series of planning policy meetings which will feed into the local plan. They have requested one councillor from each parish attend the meeting. Chris Gregory to attend.
Proposed by AB. Seconded by CG.

| Agenda topic 7 | To receive Planning Application Decisions

Noted.

| Agenda topic 8 | Meadhams Farm

Following recent activity at the site, residents have contacted the parish council to ask what is going on, there is some interest on social media and concerns are being raised. Although there is a licence granted, the parish council would like to ensure all activity is adhering to the conditions of the licence and will monitor activity where possible. Consultants AECOM have been involved in the past, to liaise with the community. It was suggested the parish council contact AECOM to see if they know what is planned and allow the council to communicate that information back to the parishioners.

Proposed by AB. Seconded by ST.

Action items	Person responsible
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Write a letter to the consultancy firm enquiring about the planned works.	Anne Birkett
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| Agenda topic 9 | May Elections

Buckinghamshire Council arranged a meeting to go over the timeline of the election process and the steps required from each candidate. The nomination forms have been delivered to each of the councillors and these need to be returned by April 8th. The vacancy has been advertised on the website and noticeboard. The notice of election has also been published on the website.

| Agenda topic 10 | Website

a. Upgrade Required. The website package with current hosts is not sufficient for the size of the website. Neal Gibbons has offered to assist with the process of either switching or upgrading. This will result in an increased annual fee, but the council understand the importance of having a website to communicate with the parish and will seek the best value for money.

Proposed by NH. Seconded by ST.

b. History Pages. Information on the website has some inaccuracies and the page needs revisiting. Local historian Neil Rees would like to amend and add to it on behalf of the parish council.

Proposed by AB. Seconded by ST.

| Agenda topic 11 | Parking on Common

Site visit from David Stowe has been arranged for 15th April where the idea of a bund around the parking area will be discussed. This is preferable to logs. Still remain cautious about closing off one parking area and the parish council want to avoid pushing the problem further along the road. Middle Road parking on the verges is already a problem.

The seats around the common are getting well used, and ideally these seats will be kept, and a bund used to prevent parking.

| Agenda topic 12 | Village Picnic

The Village Picnic date was circulated by email newsletter. No further updates.

The Dilly Dell trail will feature in The Chiltern Society Magazine in May. Due to recent efforts by some councillors and volunteers from the village, wood chippings have been scattered along the pathways of the trail.

| Agenda topic 13 | Neighbourhood Plan

Following the email newsletter sent out to understand the level of support for a neighbourhood plan in the community, there was a very limited response with only seven out of two hundred plus houses responding. The residents of Latimer were subsequently contacted directly as many do not receive the newsletter, to try and get some more feedback and evidence that the community support the idea. A handful of responses have been received within a couple of days, all in support of the Neighbourhood Plan. The information will be resent by email newsletter to try and increase the response, and the parish council suggested a clipboard survey and/or leaflet drop to reach more residents.

Proposed by CG. Seconded by NH.

Action items	Person responsible
Gather more evidence of support from the community – Clerk to send email newsletter.	Chris Gregory/Clerk
Need decision as to whether a clipboard survey and/or leaflet drop is carried out. NH and CH happy to assist with these,	Nigel Hill/Chris Harris

| Agenda topic 14 | Reports & Correspondence

- a. **Climate Change.** A recent community board meeting highlighted what Buckinghamshire Council are doing to fight climate change. This raised the question, how could the parish council encourage and enable residents to consider what they could do eg; tree planting, cycle routes, rewilding.
- b. **Communication.** The parish council want to increase the reach of their communications. The email newsletter is sent out to 215 people. It would be good to increase this number. The sign-up details are on the website and on the noticeboard. A Ley Hill Facebook group has a good following and offers a good way for the parish council to reach more people. When necessary, the clerk will reach out to the admin behind the account and ask if content can be shared on behalf of the parish council. Further ideas to improve communication are welcomed.
- c. **Land Behind Scout Hut.** The parish council has received complaints about garden waste and wood waste being dumped on the land behind the Scout Hut. This is unsightly and residents are concerned about the activity.

Action items	Person responsible
Email Planning Enforcement who will investigate	Clerk

| Any Other Business

- a. **Rowan Tree Farm – Update.** The notice from planning enforcement is ready to be sent, awaiting final approval. This is being chased by Councillor Gareth Williams.
- b. **Annual Parish Meeting.** This will go ahead on 21st April via Zoom. information on date and how to register your attendance will be published on the noticeboard and website and communicated to the parishioners via email newsletter. Login will be provided to parishioners that request it, along with the agenda.

Proposed by NH. Seconded by CG.

Action items	Person responsible
Councillors to select topics to discuss from a circulated list.	Anne Birkett to circulate list. All to respond.

- c. **Fly Tipping.** Lanes in and out of Latimer are suffering with increased and persistent fly-tipping. Although reported on Fix My Street, some areas are not being cleared. There is a dedicated team for persistent fly tipping areas. Parish council to contact them regarding Flaunden Bottom, Horse Hill and Hockley Lane.
- d. **Clerks Annual Leave.** Clerk will be on annual leave April 6th – 13th April inclusive. Only urgent matters will be attended to.

Meeting Closed at | 09.00pm |

Signed: _____

Date: _____

Councillor Anne Birkett
Chairman
Latimer and Ley Hill Parish Council

Next Meeting | 21st April 2021 |