



Latimer & Ley Hill Parish Council Meeting | MINUTES

23rd March 2022 / 7.15pm at St Mary Magdalene Church Hall, Latimer

ATTENDEES

Cllr Anne Birkett (AB), Cllr Steve Thorp (ST), Cllr Nigel Hill, Cllr Chris Gregory, Cllr Chris Harris, Claire Leek (Parish Clerk)

AGENDA TOPICS

| Agenda topic 1 | Apologies for Absence

Cllr John Drewery

| Agenda topic 2 | Register of Interests

None

| Agenda topic 3 | Public Quarter Hour

No members of the public attended.

| Agenda topic 4 | Approval of January Meeting Minutes

Formally approved by all. Signed by Chairman and Clerk to upload to website.

| Agenda topic 5 | Finance

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

| Agenda topic 6 | Burial Ground

- a. **Yew hedge update.** The yew hedge has been planted in front of the old fence, including 70 yew whips, and it looks very good. The PC thanked Cllr Nigel Hill for his efforts in planting and carrying out the early maintenance of the yew whips. At the PC meeting in June, held at the burial ground, the PC will look over the newly planted yews, and all being well, will check again next Spring. At that point, the PC will decide to proceed with the full plan of replacing the fence with the yew hedge if they are happy with the outcome of this trial.
- b. **Litter bin.** Despite being reported in the Autumn of last year, the litter bin was still not being routinely emptied and was once again overflowing. Clerk escalated the previous case with Buckinghamshire Council, and this has now been emptied. PC will need to keep monitoring the bin and check we have been added to the collection route rather than a single collection.

Reopening the green waste bins behind the grave diggers hut was considered, as a lot of the waste in the litter bin is plants and flowers. These bins will be checked over and all being well, reopened.

Action items	Person responsible
Check green waste bins and if possible, reopen for use by public.	Nigel Hill
Monitor litter bin to check it is regularly emptied	All

- c. **Topple Test.** The topple test is due and will be carried out in the coming weeks by Nick Batt of Kenward Memorials.

| Agenda topic 7 | To Consider Planning Application

- a. **PL/22/0496/FA - The Stables, Birch Tree Grove, Ley Hill.** No comment.
- b. **PL/22/0514/FA - Horticon Nurseries Kiln Lane.** No comment.
- c. **PL/22/0596/FA - 52 The Ridings, Latimer.** Cllr Gregory to look at application.
- d. **PL/22/0489/FA - The Stables Blackwell Hall Farm Blackwell Hall Lane.** Cllr Gregory to look at application.
- e. **PL/22/0490/HB - The Stables Blackwell Hall Farm Blackwell Hall Lane.** Cllr Gregory to look at application.
- f. **PL/22/0755/KA - Old School Cottage, 2 The Village, Latimer.** Cllr Gregory to look at application.

Action items	Person responsible
Review applications c,d,e,f (Latimer) and report back any concerns to PC.	Chris Gregory

| Agenda topic 8 | To Receive Planning Application Decisions

Noted.

| Agenda topic 9 | Queens Jubilee Tree Planting

- a. Councillor Anne Birkett had submitted the proposed plan for trees at 9 sites on common land to Buckinghamshire Council and this was followed up with a site meeting with Tina Abbott and David Stowe. The report from the site survey was received this week. The report confirms where the PC will be allowed to plant the trees and which species Bucks have given permission to plant. All sites were agreeable aside from those requested for the Green at Latimer. This was due to the presence of two, small silver birches. The PC will consider an application to remove these trees and replace with a larger species.

The PC will now start the next step and consult with the Parish. Stakes will be placed at each site, explaining that permission has been given for a tree to be planted for the national Queen’s Green Canopy programme. The stakes will remain in place for 2 weeks, and an accompanying newsletter will be circulated with the details. Residents will be asked to voice any concerns to the parish clerk.

Following the consultation, the agreed sites and types will be signed off and the PC will investigate purchasing the trees. The PC will also explore the opportunity for funding for the tree planting initiative.

Action items	Person responsible
Stakes to be put up at the agreed sites with a sign stating that permission has been given for a tree to be planted there.	Chris Harris
Email newsletter to be circulate with agreed locations and details of how to voice any concerns.	Clerk

Landowner trees. Private landowners in Latimer have expressed an interest in planting trees. These would not require permission to be planted but would not be included in any of the free tree programmes. The PC has identified an option to purchase trees at a subsidised rate from the Woodlands Trust, in association with the Queen’s Green Canopy. This information will be passed on to the parishioners of Latimer.

It was proposed that a small pack would also be purchased for Ley Hill. These will be offered to the parishioners to purchase at £1 a tree, and any remaining from the pack would be planted within the burial ground, activity trial and golf course. These will be available to plant in the Autumn.

Action items	Person responsible
Send Woodland Trust information that is to be circulated to Latimer residents.	Clerk
Email newsletter to be circulated with agreed locations and details of how to voice any concerns.	Chris Gregory

| Agenda topic 10 | Speeding

- a. **Jason’s Hill.** The data from the MVAS was analysed, comparing 3 weeks of data with and 3 without the display turned on. The data suggests that speeding has improved on the road considerably since the last time the MVAS was located there, and at present, Jason’s Hill does not appear to have a large issue with speeding. The MVAS will be moved to Botley Road in due course.

| Agenda topic 11 | Annual Parish Meeting

The annual parish meeting will be held on 26th April. The PC will present a summary of what has been achieved and carried out over the past year and make clear the responsibilities the PC have. The Chairman’s statement is to be followed by a brief summary of the accounts from the parish clerk. This will include how much we receive, the obligations we have and how much is left to spend on the parish.

Action items	Person responsible
Book Methodist Church Hall	Clerk

- a. **Parish Survey.** The survey has been sent out by email newsletter, and there is a good initial response. A paper copy was also included in the News and Views distributed this week. The survey will be open until the end of April, and the data then collated and analysed.
- b. **Rowan Tree Farm/Fentons.** Containers have appeared on site, which need to be monitored. Still awaiting the outcome of the appeal.
- c. **Litter Blitz Outsourcing.** The roads that are not covered by either the Latimer or Ley Hill litter blitz due to location being too dangerous, or too remote could be outsourced to a local company that are active in neighbouring parish councils, litter picking the more dangerous roads. The map of the area was annotated to show where the gaps and requirements are, and this will be used to arrange a quotation for these roads.

Action items	Person responsible
Annotated road map to be scanned and sent back to Clerk.	Chris Gregory
Obtain quotation for 3 rd party to litter pick roads not covered.	Clerk

- d. **Activity Trail Maintenance.** There are areas of the activity trail that are extremely muddy and need some chippings to be spread. The area around the 3rd tee is of particular concern. Chippings can be obtained from Buckinghamshire Council, and it was proposed that the golf club greenkeepers would be able to scatter chippings if they were dropped to the golf club car park. Any further requirements will be looked at after the warmer weather and if needed, a community volunteer session will be arranged to spread chippings in the rest of the trail.
Proposed by AB. Seconded by CH.

Action items	Person responsible
Arrange chippings to be delivered to golf club	Anne Birkett
Arrange for greenkeepers to distribute chippings	Chris Harris

- e. **AOB.**
- Bus timetables throughout Ley Hill need to be cleaned. Cllrs agreed which they would take responsibility for, and these will be done this week.
 - The Buckinghamshire ward consultation is open, and representations can be made personally or by the PC. No response to be made from PC as a collective.

Meeting Closed at | 09.15pm |

Signed: _____

Date: _____

DRAFT