



# Latimer & Ley Hill Parish Council Meeting | MINUTES

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15<sup>th</sup> February 2022/ 7.15pm at St Mary Magdalene Church Hall

## ATTENDEES

Cllr Anne Birkett (AB), Cllr John Drewery, 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

None

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### | Agenda topic 2 | Register of Interests

None

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### | Agenda topic 3 | Public Quarter Hour

No members of the public attended.

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### | Agenda topic 4 | Approval of January Meeting Minutes

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

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### | Agenda topic 5 | Finance

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

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### | Agenda topic 6 | Burial Ground

- a. **Burial Ground Sub Committee Meeting.** Minutes and agenda for meeting held on 11<sup>th</sup> Feb circulated prior to meeting and available on the website.

The 5 year plan was reviewed and approved. The budget in the 5 year plan will be reviewed annually prior to budget setting. It was proposed that the burial ground administrator fee will increase by £100 a year from next year, and this is to cover the supply of any and all IT and storage required for the role. The PC owned laptop is running with issues and it was suggested that the proposed increase will negate the need to replace the laptop. The format and storage/archiving of the documents required to be kept by the PC will be monitored to future proof where possible.

Proposed by NH. Seconded by ST.

An article will be written for the Spring edition of the News and Views to communicate to the parish the plans for the BG over the coming years, the availability of plots and fees for burials, and the cost to the PC of running the BG.

Open to suggestions of how to best utilise the grave diggers hut in the grounds. Suggested that it can be opened up for historical interest, ideally for the school and community groups. Idea to place a time capsule in the hut for the Queen's Jubilee. Will be discussed further.

Action items	Person responsible
News and Views article to be written and pulled together for March edition	Nigel Hill/Jenet Hill

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#### | Agenda topic 7 | To Consider Planning Application

- a. **PL/22/0087/FA** – Caswalt, Jasons Hill, Chesham, Buckinghamshire, HP5 3QW. No comments or objections.
- b. **PL/22/0169/FA** - Ley Hill Cottage, The Green, Ley Hill, Buckinghamshire, HP5 3QR. No comments or objections.
- c. **22/00003/FUL** - Glendale Farm, Flaunden Bottom, Flaunden, Hemel Hempstead, Hertfordshire HP5 1FQ. Objection sent to Dacorum Borough Council.
- d. **PL/22/0340/FA** - Highways Farm, Rushmere Lane, Orchard Leigh, Buckinghamshire, HP5 3QY. Objection to be written and submitted prior to 25<sup>th</sup> February.

Action items	Person responsible
Objection comments to be written and sent to Buckinghamshire Council	Steve Thorp Clerk

- e. **The Swan – Appeal.** The PC remains of the opinion that The Swan should remain a pub, as an asset for the community and will send in a letter against the appeal.

Action items	Person responsible
Objection comments to be written and sent to Buckinghamshire Council	Anne Birkett Clerk

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#### | Agenda topic 8 | To Receive Planning Application Decisions

Noted.

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#### | Agenda topic 9 | Queens Jubilee Tree Planting

Councillor Anne Birkett submitted the proposed plan for trees at 9 sites on common land. Tina Abbott from Bucks responded to the plan with comments regarding height considerations, species preferences and points to consider regarding space at some of the proposed sites. Cllr Birkett is meeting with Tina and David Stowe next

week to discuss further and agree on species to plant. The PC will agree to taking reasonable care and responsibility in the initial stages after planting, as requested by Bucks Council.

The PC will now start the next step and consult with the Parish. A stick will be placed at each site, explaining the national Queen's Green Canopy programme and plans for the tree/s to be planted, and provide details of how to voice any concerns.

It was proposed that the PC could look at planting some trees in the BG which will ultimately replace the very tall fir trees with deciduous trees. As landowners we would not need permission for the planting from Buckinghamshire Council. As we would now be looking at an Autumn planting schedule, this can be discussed further in the coming months.

Following the meeting with Buckinghamshire Council, the PC will look into the most cost effective way of acquiring the trees agreed on for the common land.

Private landowners in Latimer have expressed an interest in planting a tree/trees. These would not require permission to be planted. The PC will look at sourcing trees from organisations associated with the Queen's Green Canopy and other initiatives and relay the information to the parishioners.

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#### | Agenda topic 10 | Policies for Approval

- a. **Safeguarding Policy.** The policy was adopted by the PC. This will be reviewed in 3 years.
- b. **Equality & Diversity Policy.** The policy was adopted by the PC. This will be reviewed in 3 years.

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#### | Agenda topic 11 | Other Business

- a. **Meadhams Farm – Lorries Route.** The PC are aware that the lorries traveling to/from Meadham's Farm are using Jason's Hill and passing the school. Although not enforceable, the preference is that the vehicles use Ley Hill Road/Bovingdon Road rather than Jason's Hill. This has previously been requested to the site manager. The PC will contact site and ask that all drivers are reminded of this preferred route.

Proposed by AB. Seconded by ST.

Action items	Person responsible
Write to site manager	Clerk

- b. **Fly tipping and Litter.** There has been a noticeable increase in the amount of fly tipping within the parish, notably Ley Hill Road/land, Horse Hill and also Rushmere Lane to Bovingdon. A FaceBook comment was also noted regarding the level of fly tipping. These issues have been raised with Buckinghamshire Council and although response times are slow, they are being cleared.

General litter is also an ongoing problem. The litter blitz is planned for March however, some roads are not covered by the litter blitz due to location being too dangerous, or too remote. The PC are aware that neighbouring parish councils use a 3<sup>rd</sup> party to litter pick more dangerous roads. Proposed that the PC explore the idea and get a quote for the routes that are not routinely collected.

Action to map out roads from Ley Hill and Latimer that are done during the litter blitz, or by volunteers and identify where the gaps are. Clerk to arrange a quotation for these roads.

Proposed by AB. Seconded by CG.

Action items	Person responsible
Road map to be annotated and circulated to cover off roads that are collected.	Chris Gregory Anne Birkett
Obtain quotation for 3 <sup>rd</sup> party to litter pick roads not covered.	Clerk

- c. **Track outside Ley Hill Cottage/Chapel.** The track (common land has worn away and in parts is very low). The homeowners have put down some stones to alleviate the issue, and it has been reported to Tina Abbott at Buckinghamshire Council who will discuss the issue with the Memorial Hall. This will also be raised by Cllr Birkett when they meet on site this week.
- d. **Speeding.** Community Speed Watch (CSW) coordinator Jerry Harbourne has written a request for volunteers to be sent out on the next email newsletter. MVAS currently on Jason's Hill. Data to be analysed for next meeting.
- e. **Parish Survey.** Simple survey to be sent out at the beginning of March in the News and Views and a link to an electronic version in the email newsletter. The survey will be open until the end of April.
- Proposed by AB. Seconded by NH.
- f. **Community Choir.** A community choir is being planned, with 20+ potential participants. Hopefully the choir will perform at the beacon lighting on June 2<sup>nd</sup> for the Queen's Platinum Jubilee.

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Meeting Closed at | 08.45pm |

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

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

Councillor Anne Birkett (Chairman)

Latimer and Ley Hill Parish Council

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Next Meeting | 23<sup>rd</sup> March 2022 | St Mary Magdalene Church