



Latimer & Ley Hill Parish Council Meeting | MINUTES

23 January 3 | 7.15pm | St Mary Magdalene Church, Latimer

ATTENDEES

Cllr Anne Birkett (AB), Cllr Steve Thorp (ST), Cllr Chris Gregory, Cllr Chris Harris, Cllr Rae Bramwell and 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 present

| Agenda topic 4 | Approval of November Meeting Minutes

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

| Agenda topic 5 | Finance

- a. **Approval of November and December finance reports.** The finance reports were approved and will be uploaded to the website.
- b. **Precept and Budget.** The clerk presented the proposed budget and precept request as discussed at recent finance meeting. The PC have struck a balance between keeping the precept request as low as possible, but with the understanding that many of the services purchased and costs incurred by the PC will be increasing in the coming 12-18months. Examples include, the fact the PC will be out of contract with the electricity supplier in July 2023 and at present, the costs for the next year are unknown but are likely to be considerably higher than current costs. The PC discussed that anything in addition to the amount budgeted would likely have to come from the reserves. Again, repairs to the fence at the burial ground are included in the budget, however, costs may exceed budget and reserve funds would be required. The request is for a moderate increase of 4.72% on last year. This would allow sufficient funds to balance the budget, and although there are plans to celebrate the Coronation, and hold a community event, there is little to none, unnecessary expenditure. The Clerk asked for formal approval of the budget and precept request. This needs to be submitted to Buckinghamshire Council before the 26th January.

Approved by AB. Seconded by CH.

Action: Clerk to complete required paperwork and submit request to Buckinghamshire Council.

- c. **Finance Sub Committee Meeting.** The finance sub committee meeting minutes will be uploaded to the website. The meeting focused on the budget, with each line item being discussed individually. There was also discussion around moving the reserves to a higher interest bank account.

Action: Clerk to upload minutes to the website.

| Agenda topic 6 | Burial Ground

- a. **Fence repair update.** The specification for the repairs is to be circulated to allow for quotations to be obtained, based on the same criteria and work to be completed.

Action: Chris Harris to circulate specification and Steve Thorp to obtain second quote.

| Agenda topic 7 | Planning

a. **Planning applications for consideration**

- i. **PL/22/3929/FA Eastlyn , Rushmere Lane, Orchard Leigh, Buckinghamshire, HP5 3QY**
No comments.
- ii. **PL/23/0001/FA St Georges Hall , Jasons Hill, Chesham, Buckinghamshire, HP5 3QP**
No comments.

b. **Decided since last meeting.** Noted.

- c. **Bovingdon Local Plan.** The PC have been consulted on the Bovingdon Local Plan. The councillors have reviewed the plan independently and conclude that it is a comprehensive document, containing nothing of alarm. The PC are happy that everything has been considered fully.

d. **Enforcement**

- i. **Rowan Tree Farm appeal** – the Planning Inspectorate upheld the appeal because of errors with the Enforcement Notice issued by Buckinghamshire Council. The notice did not detail that the site had more than one primary function. It was not possible for the inspector to correct this error as in doing so, would be unjust to the applicant. The PC wish to enquire as to next steps and clarification of the error leading to the quashing of the notice, and the status of the enforcement notice now. Clerk to email the enforcement team.

Action: Clerk to email enforcement team for clarification and status.

- II. **Gracies Farm** – The owner is appealing the enforcement notice. There has not been a stop notice served – this is being explored by Chenies parish council with support from LLHPC as they believe the stop notice should be served, not least because of the environmental harm which was commented on in the enforcement notice.

| Agenda topic 9 | Council Business

- a. **Tree Planting update** – all trees have been planted around Ley Hill at sites previously noted. The PC would like to thank Whitney and Emily King for all their help.
- b. **Coronation Bench** – Quotation from Rough Stuff Oak has been accepted and approved by PC. Anne Birkett will ask David Stowe if permission is needed for the bench. Councillors to meet on the common to confirm bench position. The memorial bench on the common is leaning. It was suggested that the PC ask Rough Stuff if they can provide a cost to steady the bench.

Proposed by AB. Seconded by ST.

Action: Anne Birkett to lead on meeting to determine site for bench and obtain permission.

- c. **Coronation celebrations planning.** Coronation committee (various local groups represented) had a kick off planning meeting to discuss the plans for Ley Hill. Event likely to be booked for Saturday 6th May although this may still change. The Crown will be looking for bands to perform, the Coronation will be shown on a large screen TV, the Beacon is to be decorated (PC responsibility), there will be a BBQ, the Methodist church are displaying Coronation memorabilia and they hope to have stalls on the Green. Entertainment and local clubs (Emily's school of Dance, Brownies and Cubs) to be involved as well as the school. Minimal costs expected to the PC as there will be funding available from the Community Board.
- d. **IT Support** Reviewed support options in line with the approved budget for 2023-2024. The PC will move to have an ad-hoc IT support service rather than a fixed monthly price for support.

Action: Clerk to inform IT support service of arrangements for next financial year.

- e. **Update from David Stowe (Buckinghamshire Council)** – The bollards on Latimer Green were scheduled to be replaced but it was too cold for the concrete. This will now be done in the next couple of weeks. Clearance of the copse and overgrown greenery in Ley Hill was not carried out as expected/at all. Buckinghamshire Council's contractor attended but did not clear the correct area. Anne has requested to meet the contractors on site when they next attend to ensure this is carried out adequately.
- f. **Latimer Green** – Draft letter for Buckinghamshire Council has been written, to request transfer of ownership (and maintenance responsibilities) to PC. The letter is being reviewed, and will then be ready to send.

Action: John Drewery to review and approve letter, Clerk to send.

A.O.B

- a. **Common land** – complaints have been received about residents encroaching on common land. Picture to be sent to Clerk and PC to notify Buckinghamshire Council.

Action: Clerk to email photographs to Buckinghamshire Council.

Food sign on the common is also not allowed to be put up on common land. There is no phone number on the sign or food van but if it reappears, the clerk will try to tell the proprietor that it needs to be removed.

Estate agents to be contacted to remind them that their boards are not allowed to be put up on common land. Currently one on the common and one on Botley Road.

Action: Clerk to contact estate agents and ask boards to be removed.

- b. CSW Signage** – TVP have a pot of funding to support community crime initiatives. CSW signage may be a suitable expense that could be covered by this funding. Clerk to investigate further.
- c. Flytipping** – It has been noticed that fly tipping is particularly bad again around the villages. This has been reported, with photos on Fix My Street.

Meeting Closed at | 8.45pm |

Signed: _____

Date: _____

Councillor Anne Birkett (Chairman)
Latimer and Ley Hill Parish Council

Next Meeting | 14 March 2023 | St Mary Magdalene Church Hall, Latimer