



Latimer & Ley Hill Parish Council Meeting | MINUTES

17 October 2023 | 7.15pm | St Mary Magdalene Church, Latimer

ATTENDEES

Cllr Anne Birkett (AB), Cllr Steve Thorp (ST), Cllr Rae Bramwell (RB), Cllr John Drewery (JD), Cllr Chris Harris (CH), Cllr Chris Gregory (CG), Cllr Emily King (EK) and Claire Leek (Parish Clerk)

AGENDA TOPICS

| Agenda topic 1 | Apologies for Absence

None

| Agenda topic 2 | Register of Interests

None

| Agenda topic 3 | Public Quarter Hour

No members of the public present

| Agenda topic 4 | Approval of September Meeting Minutes

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

| Agenda topic 5 | Finance

- a. **Approval of September finance report.** The finance reports were approved and will be uploaded to the website.
- b. **Purchase of defibrillator pads.** The pads for both defibrillators have expired and need replacing. The PC believe it is important to replace the consumable parts of the AEDs if we are to offer them to the communities. The shelf-life of the pads is 2 years and the batteries have a 4 year warranty and shelf life. The total cost for the pads and batteries over a 4 year period needs to be considered in the budget as a standard cost to the PC.

Action: Clerk to purchase 2 packs of adult defibrillator pads
- c. **Call for budget considerations.** The clerk will start to pull together the draft budget in the next 6 weeks. Any items for consideration need to be forwarded to the clerk or raised for discussion at the next meeting (November). The budget must be signed off and sent to Buckinghamshire Council by mid-January.

It was proposed that we re-explore the option to replace all streetlights with LED. We have not replaced many in the last two years but replacement parts for the units are increasingly hard to come by and the contractor has

warned us that we may struggle to fix units as they fail. This would likely be a project that reserve funds could contribute to, rather than expecting funds to come from the precept.

Action: Clerk to ask for a quote to replace existing streetlights with LEDs

The PC discussed the timeline for the next parish survey, which we use to inform budget conversations. It is too tight to survey the parish for the next budget, so it was proposed that we revisit this late Spring 2024, with the ideas and suggestions discussed to inform the 2025 budget.

| Agenda topic 6 | Burial Ground

- a. Headstone Clearance.** The burial ground was tidied and loose items (not permitted under the current rules and regulations given to plot holders) were removed. There are a number of memorials that had a large amount of decorations and items that will need to be removed. A note will be left on these plots advising that the items will be taken away prior to the end of January when another clearance will take place.

Action: Clerk to place a note on a few memorials advising that items are to be removed.

- b. Garden of Remembrance.** It is unlikely that any plants will grow in this area due to the large oak tree which will remove all water from the ground and cause the whole area to be shaded. The agreement, at least in the short term, is to cover the area with wood chippings to give a tidier finish. A local contractor has agreed to provide the chippings and will tip them when we are ready. A plastic sheet to keep the tipped chippings tidy is required, and CH has something that can be used. The church will need to be informed when the chippings are likely to be tipped, and as they will be in the church car park, the removal and spreading of the chippings will need to be aligned with their delivery. It was also proposed that a weed membrane be placed across the remembrance garden to prevent weeds growing through.

Action: Clerk to arrange for a weed membrane to be purchased, the chippings to be tipped, inform the church of dates and time frames, and line up the barrowing of these chippings to the remembrance garden.

- c. Enquiries.** The Clerk has received an enquiry requiring an ashes burial. The information and costs have been passed on to the family. This will be for an ashes interment of a non-parishioner.
- d. Maintenance.** It was agreed that the burial ground would benefit from one additional grass cutting this year. As this has been the case for the past few years, we will look to amend the contract next year to include a cut at the end of October.

Action: Clerk to request Callum Wilson attends to cut the grass late October/early November.

The front hedge will be cut mid-late November. Clerk waiting to get a confirmed date but when the date is known, this will be checked with the church.

Whitney King has agreed to cut the back hedge, which is hugely overgrown. In order to do so the PC need permission from the landowner of the field behind the burial ground. The hedge will be cut down to the height of the gate. Witney is also able to spray the overgrowing brambles along the fence behind the grave diggers hut so they die back and will look at the area at the bottom of the burial ground, adjacent to the road where the recent tree works left an area in need of attention.

Action: AB to request permission from landowner and communicate with Witney.

| Agenda topic 7 | Planning

a. Planning applications for consideration

- i. **PL/23/2836/FA - 1 Blackwell Farm Cottages, Blackwell Hall Lane, Latimer,**
No comment

b. Enforcement

- ii. **ES/23/00433/COU - Allsorts Farm**

Written objection sent by Clerk. Officer responded to say there was no breach of planning and no action necessary regarding the noise complaint.

| Agenda topic 8 | Council Business

- a. **Silver Sunday.** The PC held an event on Wednesday 11th October to mark Silver Sunday. This was well received and enjoyed by 35+ elder members of the parish. The PC would like to thank Cllr Anne Birkett and Cllr Rae Bramwell for their efforts in arranging and hosting such a wonderful event.

This event was funded by the coffee and chat “pot” originally contributed by the PC plus the donations of those that regularly attend. The fund has not ever been topped up, but following this special event, the PC will make another £100 available to support this regular coming together in the community.

Action: Clerk to arrange the transfer of £100 to ensure the coffee and chat meeting has sufficient funds.

- b. **Remembrance Day.** The school would like to hold a Remembrance ceremony at the Beacon on Friday 10th November at 2pm, with every student (approx. 230) laying a pebble they have decorated with a painted poppy. The stones will be laid around the beacon and left for the weekend/week after Remembrance Day, when they will be collected by the school. The PC and Memorial Hall will be placing the silhouette soldiers and poppies around the beacon from the 20th October and will leave space to accommodate for the pebbles. The community are invited to join the school’s ceremony.
- c. **D-Day 2024.** The PC have been requested to join in a national lighting of beacons on 6th June 2024 to celebrate the 80th anniversary of D-Day. This was agreed by the PC. The lighting of the Beacon will mean it will not be painted until afterwards, and will be considered in the budget for next year.
- d. **Beacon Painting.** There are no plans to paint the beacon until after the lighting for D-Day. In the meantime, the clerk will explore what other PC’s do to manage the upkeep of the beacons.

A.O.B

- a. **Community Fundraising.** The PC discussed the options available for a community fundraiser should there be a project or suitable expense to the council. This is something we can consider following the next survey.

b. New Tree. A parishioner has requested permission to plant a tree on common land. This is owned and maintained by Buckinghamshire Council, not the PC, so the details for the correct person at Bucks will be passed on.

c. Road Closure Signs. Should the PC require road closure signs in the future, we are likely to be able to ask the school to source them from the Chesham Carnival committee.

Meeting Closed at | 8.50pm |

Signed: _____

Date: _____

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

Next Meeting | 29th November 2023 | St Mary Magdalene Church Hall, Latimer | 7.15pm

DRAFT