



# Latimer & Ley Hill Parish Council Meeting | MINUTES

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15 February 2024 | 7.15pm | St Mary Magdalene Church Hall, Latimer

## ATTENDEES

Cllr Anne Birkett (AB), Cllr Steve Thorp (ST), Cllr John Drewery, Cllr Rae Bramwell, Cllr Chris Harris and Claire Leek (Parish Clerk)

## AGENDA TOPICS

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### | Agenda topic 1 | Apologies for Absence

Cllr Chris Gregory

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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 present

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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 | Actions from Previous Minutes

CH will look out for any signs in the village that need washing, and ST will arrange for the sign outside the Memorial Hall to be cleaned.

Clerk to make Lamps & Tubes aware of planned road closure due to electricity pole upgrade work by UK Power Networks on Jason's Hill week commencing 19<sup>th</sup> February as work on the streetlight upgrade is expected to start mid-February.

Information was provided as requested regarding access and land ownership by the flood response team working with Buckinghamshire Council on the drainage works for Crown Cottages. At the time of the meeting there had not been a response from Jonathan Roberts.

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### | Agenda topic 6 | Finance

a. **Approval of January finance report.** The finance report was approved and will be uploaded to the website.

- b. Finance Meeting.** A finance sub committee meeting will be held, online, in the coming weeks. Clerk to arrange a suitable time and circulate an agenda.

Action: Clerk to find suitable date and schedule sub committee meeting.

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## | Agenda topic 7 | Burial Ground

- a. Enquiries.** There have been no new enquiries since the previous meeting. There were two ashes interments in February. There is still an enquiry that has yet to finalise a date. Clerk in discussion with the funeral directors.
- b. Memorial permit for approval.** Permit for headstone and flat stone for J Hill approved.

Proposed by AB. Seconded by JD.

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## | Agenda topic 8 | Planning

### a. Planning applications for consideration

- i. PL/23/4139/FA – Jasons Cottage, Jasons Hill**

No comment.

### b. Enforcement.

- i. Spencer's Farm**

The PC have noticed a wooden building being constructed in a location that was once “Spencer's Farm” on the bridleway as you go towards Rowan Tree Farm, Ley Hill. This does not seem to fall within permitted development. Clerk to look for historic planning applications associated with the site and if there is nothing evident, the matter will be raised with Buckinghamshire's enforcement team to investigate further.

Action: Clerk to investigate planning history of site and refer to Buckinghamshire if there is not a supporting application.

- ii. Common Land**

Buckinghamshire Council have informed the PC that they will be contacting the homeowner on The Green, Ley Hill, to advise that common land cannot be parked on, or modified to create a parking/turning area outside their home. This is an infringement that will need to be rectified.

- a. **Scout Hut & Botley Lane.** An incident down Botley Lane was recently reported to the police, and the PC were made aware. There is discussion amongst residents about possible intentions to develop/utilise the Scout Hut land. The PC have checked for any planning applications but there is currently nothing. Problems with the abandoned vehicle along Botley Lane remain, and this has recently been reported again via Fix My Street. Approximately 4 years ago, the PC applied for the access roadway to be made a Public Right of Way. There has not been a response to this from Buckinghamshire Council.

Action: Clerk to chase the RoW application with Buckinghamshire Council.

- a. **Parish Walks.** Paul Cook has come up with 12 walks that start, go through or finish in Latimer, ranging from 2 to 8 miles long. The original plan was for the PC to produce a booklet of walks, however, Paul suggests that serious walkers now use an app and access maps on their phone. It was proposed that the maps are uploaded on the PC website as pdfs to download, as well as in .gpx files which will allow them to be downloaded into routing apps. The PC discussed still producing a booklet for all the walks (or single leaflets per walk) and making these available in both The Crown and De Vere. One issue may be that the pdf files available are mixed format and some maps are out of date. The PC could explore a mapping tool provider to tidy the maps for leaflets.

- b. Clerk to look into .gpx files – Councillors to look over the proposed 12 walks.

Action: Clerk to look into uploading .gpx files to the website. AB to circulate and all Councillors to look over the 12 proposed walks ahead of next meeting.

- c. **Litter Blitz.** The Ley Hill Litter Blitz needs to be postponed from March 2<sup>nd</sup> to March 16<sup>th</sup>. This will be communicated out to the parish by email newsletter and be updated on the website. AB will speak to the headteacher at the school to see if they would like to be involved.

Action: Clerk to send email newsletter to advertise new date. AB to contact the school.

- d. **Bird Boxes.** The PC would like to thank Andrew Garth for clearing out the bird boxes throughout the activity trail in Ley Hill

These bird boxes are now ready for the new nesting season. The Owl Box team will be attending in the coming weeks to prepare the owl box for nesting.

- e. **Annual Parish Meeting.** The APM will be held on 23<sup>rd</sup> April, and it was proposed that an informal 'Meet Your Councillor' session be held to provide parishioners the opportunity to chat to the Councillors, ask any questions they have, share their views and wishes for the parish in the coming year and meet others in the parish. The PC will provide refreshments and it was proposed that we invite organisations from the parish to attend and talk about what they have been doing over the past year. Chesham and Buckinghamshire Councillors will also be invited. It was suggested that the evening is held at The Golf Club.

Actions: AB to ask Golf Club if the APM can be held there. Clerk to invite JB and GW. Local organisations to be invited to send a representative. AB to advertise in the News and Views and Clerk to advertise via the website and email newsletter.

- f. **Meadham's Farm.** The new owner intends only to tip inert material (soils, sub soils etc, no asbestos). Currently he is only tipping in the small cell as the large cell has got to be pumped out, which won't happen until later in the year. They fully intend for all vehicles to come and go via Bovingdon Road past EH Smiths, and the PC confirmed that over the past few weeks this seems to be the case. The owner proposed that the PC meet on site later in the year (when warmer and lighter) as with the previous owner, and happy to have open dialogue should any issues arise. JD is happy to be the point of contact.

#### A.O.B

- a. **Latimer Defibrillator.** The defibrillator is showing the need for a replacement battery. This will be ordered by the Clerk for replacement. This has been budgeted for as replacements are required every 4 years.
- b. **Lonely Parishioners.** There are a number of parishioners who are struggling with being alone and would appreciate someone who has a bit of spare time, to keep them company. There are some local charities that may be able to help, the PC lay on the coffee and chat sessions but cannot increase the regularity of these. It was suggested a note in the email newsletter might reach someone who has some time to spare to help.

Action: Clerk to send out an email newsletter.

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**Meeting Closed at | 9.10pm |**

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

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

Councillor Anne Birkett (Chairman)

Latimer and Ley Hill Parish Council

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**Next Meeting | 21<sup>st</sup> March 2024 | St Mary Magdalene Church Hall, Latimer | 7.15pm**