

Latimer & Ley Hill Parish Council Meeting | MINUTES

13 February 2025 | 7.15pm | St Mary Magdalene Church, Latimer

ATTENDEES

CLlr Anne Birkett (AB), CLlr Chris Gregory (CG), CLlr Rae Bramwell (RB), CLlr Steve Thorp (ST), and Claire Leek (Parish Clerk)

AGENDA TOPICS

| Agenda topic 1 | Apologies for Absence

CLlr John Drewery (JD) and CLlr Chris Harris (CH)

| Agenda topic 2 | Register of Interests

None

| Agenda topic 3 | Public Quarter Hour

No members of the public in attendance.

| Agenda topic 4 | Approval of January 16th Meeting Minutes

Formally approved by all. Clerk to upload to website.

| Agenda topic 5 | Actions from Previous Minutes

Clerk has requested the agreed precept and raised the invoice for Buckinghamshire Council.

Clerk has emailed DM Payroll services and the pay award has been applied to the monthly Clerk salary and backdated to April 2024 as agreed.

Clerk has forward approval for the memorial to Creative Memorial.

| Agenda topic 6 | Finance

- a. **Approval of January finance reports.** The finance report was approved and will be uploaded to the website.
- b. **Quotation for Consideration.** The parish council have reached out to a local contractor regarding the need to clear the brambles and overgrowth from The Green, as well as trimming of some overgrown trees, and removal of self-seeded shrubbery. This is the responsibility of Buckinghamshire Council and the PC have been in communication with them for over 3 years regarding the removal and tidy up of the area. The quotation is for

£3850 + vat and this would be a large expense for the PC to absorb. It was proposed that we offer to pay half of the costs, if Buckinghamshire Council can match it and pay the other half of the invoice. This was considered a suitable way forward, taking into account the feedback from the last two parish surveys carried out. It was agreed that we need to escalate the issue further, as efforts at escalation have not progressed any conversations. Additional quotations will be required.

Action: Clerk to escalate the lack of maintenance and request for maintenance of The Green and contact Buckinghamshire Council about a contribution from the PC towards the costs.

| Agenda topic 7 | Burial Ground

- a. **Enquiries.** There has been a request for the purchase of an ashes plot. The deceased no longer lives in the parish but is a patron of the church and the sale of the plot was therefore approved. Separate to this enquiry, an ashes interment has been arranged for the 7th March.
- b. **Litter bin.** The litterbin in the burial ground had been missed from the collection for a number of weeks. This was reported to Buckinghamshire Council waste team via Fix My Street and the issue has now been resolved.
- c. **Maintenance.**
 - i. **Grass Cutting.** The grass cutting contractor used for the previous 4 years has reached out to ask if the PC are happy to continue with his services for another season. The grass will be cut fortnightly from April until mid-October. This is budgeted for in the 2025-2026 budget, and includes the front hedge being cut twice. The PC are very happy with the service and quality provided and agreed unanimously to continue for 2025.

Action: Clerk to confirm with grass cutting contractor to proceed with another year.

- ii. **Hedge Cutting.** The PC would like to extend thanks to Cllr E King who arranged, and generously paid for, the additional cutting of the back hedge, along the top, reducing it down to gate height.

| Agenda topic 8 | Council Business

- a. **Noticeboard Installation.** The new noticeboard has been installed outside the memorial hall. The height needs to be adjusted to accommodate a slightly different opening mechanisms compared to the old noticeboard. Once this has been done, the PC agreed to the payment of the invoice.

Action: CH to arrange for the adjustment to be made and Clerk to pay the invoice once received.

- b. **Latimer Green.** There are numerous outstanding issues on Latimer Green that have been reported to Buckinghamshire Council, who are responsible for the maintenance and upkeep. Three years ago the PC requested ownership and responsibility of the Green, to ensure it is well looked after however, this has not

progressed despite repeated conversations with the Estates Manager. The PC agreed this needs to be escalated beyond the Ward Councillors.

Action: Clerk to forward the original letter and email to CG and dates of email chasers where possible. CH to escalate the outstanding request and lack of maintenance of Latimer Green.

- c. **Community Board Funding.** The Chesham & Villages community board has agreed to fully fund the parish council planting trees to mark the centenary of the school this year, up to the cost of £855. Larger trees than those planted for the jubilee will be planted to help the trees establish better.

Funding for the village VE Day celebrations has not yet been decided. This event will follow VE80 recommendations for the day, including the raising of a dedicated flag, a proclamation and the lighting of the beacon. The costs associated with this event have been written in a separate funding request to the Community Board.

Action: Ahead of planning the VEDay celebrations, the Clerk is to investigate the PC's events insurance cover.

- d. **Elections 2025.** The elections for 2025 are to be held on May 1st. All councillor positions are up for election, and anyone interested in standing for election must submit the required nomination papers, by hand, to the Council offices in Aylesbury between 18th March and 2nd April. It was agreed that Cllr A Birkett will deliver papers on behalf of any councillor wanting to re-sit.

Action: ALL to complete required paperwork, print and sign and bring to next PC meeting. Any councillor not planning to stand for election to let the Clerk know.

- e. **Christmas Tree.** The parish council have asked EK to reach out to the Christmas Tree Farm for advice on supplying a new tree. Waiting for a response. It was agreed that the new tree needs to be ready to replace the existing tree in approx. 3-4 years. For this year, the PC will not purchase extra lights to accommodate the growing tree, unanimously agreeing that the sparser lighting looks good. It was highlighted that the existing lights may need replacing if there are any faults, as the lights are quite old.

A.O.B

- a. **Annual Parish Meeting.** The APM is scheduled for 24th April. It was proposed this is combined with the parish meeting with the ward councillors, Joseph Baum and Gareth Williams, who have expressed an interest in holding another evening with the parishioners following the success of the meeting in 2023. The PC will reach out to the golf club to see if the venue is available to use for the meeting, and the Clerk will contact the ward councillors to see if the date is convenient.
- b. **Streetlight Foliage.** Cllr S Thorp has reported overgrown hedges and shrubbery blocking streetlights along Jasons Hill. The blocking of a streetlight is noted as a criteria that warrants the council cutting back the overgrowth.

ST has also reported numerous branches along Jasons Hill that look to have the potential of falling and causing damage or harm to Buckinghamshire Council via Fix My Street. The response was that whilst any emergency tree

issues will be resolved, a county wide tree assessment is to be carried out and resolutions will be undertaken in a cost effective and efficient manner.

Meeting Closed at | 8.20pm |

Signed: _____

Date: _____

Councillor Anne Birkett (Chairman)

Latimer and Ley Hill Parish Council

Next Meeting | 20th March | St Mary Magdalene Church | 7.15pm