Latimer & Ley Hill Parish Council Meeting |Minutes

## 27 March 2025| 7.15pm | St Mary Magdalene Church, Latimer

# Attendees

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

# Agenda topics

## | Agenda topic 1 | Apologies for Absence

Cllr John Drewery (JD)

## | 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 February 13th Meeting Minutes

Formally approved by all. Clerk to upload to website.

## | Agenda topic 5 | Actions from Previous Minutes

Cllr C Gregrory escalated the lack of response regarding outstanding issues and responsibilities of Latimer Green to Buckinghamshire Council. This was followed up with an email from Cllr A Birkett regarding the clearance of The Green in Ley Hill.

Clerk has confirmed the new grass and hedge maintenance contract at the burial ground will commence from mid-April.

Clerk reviewed the insurance policy and confirmed that the Parish Council has suitable public liability insurance which covers accidents and injury to members of the public at events (up to £12,000,000).

## | Agenda topic 6 | Finance

1. **Approval of February finance report.** The finance report was approved and will be uploaded to the website.
2. **Internal Audit.** The Parish Clerk has reached out to a parishioner who has agreed to carry out the internal audit as per the statutory requirements. All documents and required paperwork will be handed over following year end and finalising of all accounts. The parish council express their gratitude to Sara Brown for agreeing to carry out the internal audit for another year.

Action: Clerk to finalise the accounts and year end paperwork and hand over for internal audit.

## | Agenda topic 7 | Burial Ground

1. **Enquiries**. An scattering of ashes has been arranged for 27th April, and the details for a brass plaque for the remembrance garden wall have been forward to the family. There has been an enquiry for the ashes interment of a long-standing parishioner, and the family are reviewing the options and will confirm whether they will proceed with an interment or scattering.
2. **Memorial Permit**. Permit received from Church View. This was approved by the parish council.
3. **Fee Review**.The fees were last reviewed in 2022. It was proposed that these are reviewed and updated accordingly. This will be discussed by the burial ground committee. Meeting to be arranged following the annual parish council meeting in May and prior to the meeting of full parish council at the burial ground in June.

## | Agenda topic 8 | Planning

1. **Enforcement at Gracies Farm.** The Planning Inspector rejected both appeals made by the applicant and planning permission was refused and the enforcement notice was upheld.
2. **Spencer’s Farm.** The Parish Council had not received any update or communication on the potential planning breach reported in September 2024. The Clerk reached out the to the enforcement team who have confirmed investigations are underway and we will be updated when they have completed a site visit.

## | Agenda topic 9 | Council Business

1. **Election timetable**. 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. The Parish Clerk will be notified of elected councillors in the event of an uncontested election (less nominations than seats), or sent a notice of nominated persons for a contested election. The results of contested elections will be confirmed as soon as possible following the 1st May polling and the Clerk will send a summons to all elected councillors for the Annual Council Meeting. This is scheduled for 15th May (the first Thursday after the earliest permitted ACM date of 9th May).

Action: Clerk to upload all required election notices and statements on the website throughout election process.

1. **Litter Blitz.** Ley Hill Spring Litter Blitz was very well attended, following a disappointing turnout in Autumn, with 22 volunteers collecting a large amount of rubbish from the roadsides throughout the village. The Parish Council thank Cllr Steve Thorp and Liz Thorp for collecting the full bags from the volunteers ready for collection from the waste team. Latimer Clean Up was also well attended and the parish council are appreciated of everyone that volunteered their time to help keep the parish clear of rubbish. There are a number of roads that are hard to reach and dangerous to litter pick. Previously a 3rd party company has been used to clear these roads and it was proposed that the parish council look to utiilse their services again in early-mid Summer. This will be reviewed in June.

Proposedby AB, seconded by CG.

1. **VE Day.** On 8th May, Ley Hill will mark the 80th anniversary of VE Day, and join the nation to celebrate 80 years of peace since the end of WWII in Europe. The day includes the raising of the new VE day flag at 9am, church bells at 6.30pm, the VE Day proclamation at 9pm and ending with the lighting of the beacon at 9.30pm with a performance from the Methodist Church choir and the reading of a tribute from representatives of local organisations and groups. The plans are in place for the lighting of the beacon.Cllr E King kindly agreed to provide the wood required, and Lamps and Tubes will be contacted to hire the cherry picker to allow loading of the beacon.

Action: Clerk to contact Lamps and Tubes to arrange the loading of the beacon on 7th May.

1. **Buckinghamshire Council Estates Team Update**. Following the last meeting, the Parish Council again escalated the lack of response and lack of engagement regarding several outstanding issues in Latimer and Ley Hill. A letter was sent and copied to Cllr G Williams who responded and further copied in Cllr J Baum. The parish council agreed to start official complaint procedure if a response is not received by 4th April.

A number of these issue have been ongoing for more than 3 years, and although tasks such as clearing The Green in Ley Hill, are the responsibility of Buckinghamshire Council, the Parish Council will look to review the budget and any funds that may be available to proceed with the works directly**.** Similarly, the parish council will look for quotes to strip, paint and make good the pump on Latimer Green, as the quotation obtained by Buckinghamshire Council is 4 years old, and still no action has been taken.

Action. CG and JD to obtain quotes for the work required on Latimer Green.

1. **Tree Planting Project.** Following confirmation of funding from the Community Board, the Parish Council will be purchasing some larger trees to replace those that died due to unseasonably warm weather when planted , and those that were stolen. These will be purchased for planting in October.
2. **Annual Parish Meeting.** The APM is scheduled for 24th April and following the success of last year, will be held at Chesham and Ley Hill Golf Club at 7pm. Chesham Town Councillors, and Latimer and Ley Hill ward councillors, Joseph Baum and Gareth Williams, will attend to address any parishioners questions, and representatives from parish clubs and organisations are invited to share updates.

## Meeting Closed at | 9.10pm |

Signed:

Date:

Councillor Anne Birkett (Chairman)

Latimer and Ley Hill Parish Council

## Next PC Meeting| 15th May | St Mary Magdalene Church | 6.45pm