Latimer & Ley Hill Parish Council Meeting |MINUTES

04 August 2026| 7.15pm | Ley Hill Common

ATTENDEES

Cllr Anne Birkett (AB), Cllr Steve Thorp (ST), Cllr Mark Anderson (MA), Cllr Chris Gregory (CG), Cllr Emily King (EK), Cllr Gareth Greig 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 MOP in attendance.

| Agenda topic 4 | Approval of June Meeting Minutes

Formally approved by all. Clerk to upload to website.

| Agenda topic 5 | Actions from Previous Minutes

The Clerk has prepared and sent all required documentation for the external audit and is awaiting clarification questions and sign off, expected by 14th September.

| Agenda topic 6 | Finance

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

b. **Christmas Tree Quotation.** The Parish Council have received the quotation for the 2026 Christmas tree dressing and maintenance. The total quoted was £465 +vat. This was unanimously accepted and the Clerk will confirm with Lamps and Tubes.

   Proposed by AB. Seconded by ST.

c. **Contribution to Latimer Music Festival.** The Parish council considered a contribution to the annual music festival in Latimer, held at the end of August. It was agreed that the PC could support local

community events, and has done so previously. A contribution of £250 was agreed by all, to help with the costs of holding the event.

Proposed by AB. Seconded by EK.

Action: CG to forward details of how Clerk can make contribution to the event.

| Agenda topic 7 | Burial Ground

a. **Enquiries & Activity**. There are two ashes interments booked for August, and the Clerk met with a parishioner regarding a plot purchase, and an invoice has been sent.

b. **Remembrance Garden**. The works on the remembrance garden are complete, and the newly updated area looks much improved and provides a lovely place for the scattering of ashes. The invoice has been settled as per the accepted quotation for the work.

| Agenda topic 8 | Planning

a. **PL/26/04348/FA – Latimer House.** No comment.
b. **PL/26/05208/FA – Magnolia Cottage, Jasons Hill.** No comment.

c. **Roughwood Lane consultation.** A letter of support for the addition of Latimer residents to be able to request a permit for Roughwood Lane has been sent from the PC. The consultation ran until 3rd August. An decision is expected to take at least 2-3 months.

d. **The Swan.** There has been some questions raised regarding the choice of windows installed and whether these are in line with the specifications of the planning application. The windows fitted appear to be green, whereas black windows were expected as this is in keeping with the building. The planning documents will be reviewed to see if this was specified.

Action: Clerk to review planning application for The Swan to ensure the windows meet the approved specification.

| Agenda topic 9 | Council Business

a. **Fentons.** Fentons have now left Rowan Tree Farm however, they have not completed the actions specified by Buckinghamshire Council Enforcement notice. There have been many discussions about the potential sale of the land, and the PC will be keen to monitor this and stay up to date with the plans for the land, and the completion of the enforcement notice actions.

b. **Spencers Farm.** Correspondence was received from a parishioner expressing concerns that the number or caravans sited on the land is increasing, beyond that noted in the retrospective planning application submitted, after the arrival of caravans and a hardstanding in December 2025. The letter also made reference to an aggressive stallion on site. The PC is concerned that the activity at Spencers

Farm, and the number of caravans, is not being actioned quickly enough by the planning enforcement team. An email will be sent to ask for an update on the alleged planning breach and the expected time frame for action and a decision. The PC agreed to also email the ward councillors for advice and escalation.

Action: Clerk to email Buckinghamshire planning enforcement team for an update and an email to be drafted for ward councillors to ask for assistance on the matter.

c. **Terra Firma.** Following the departure of Fentons, from Rowan Tree Farm, Terra Firma, who have occupied land on the same site for more than 20 years, have been offered the chance to purchase the land. Terra Firma have reached out to the PC to advise they are interested and want to do so to prevent further acquisition from the occupants of Spencers Farm. The PC made them aware of the Planning inspectors report, and highlighted the new landowner will become responsible for the enforcement actions that remain outstanding. It has been suggested they look at pre planning consultation and seek advice as to how to proceed.

d. **Abandoned cars**. There have been 3 vehicles abandoned in Ley Hill for a number of months. These had no tax or MOT but have recently been moved following the arrival of the DVLA in Chesham. There is also an issue in Latimer, with one vehicle apparently abandoned, however, this car has tax and a valid MOT, which means it cannot be reported via Fix My Street.

   A parishioner has made contact regarding abandoned vehicles on Botley Lane. This issue has been ongoing for a number of years. The parish clerk advised the resident to report this on Fix My Street and this was also followed up with an e-mail to Buckinghamshire Council.

e. **Land off Birch Tree Grove**. The plot of land off Birch Tree Grove was being discussed for the development of 20 self-build houses however this has now been deemed unsuitable due to access.

Meeting Closed at | 8.20pm |

Signed: _____

Date: _____

Councillor Anne Birkett (Chairman)

Latimer and Ley Hill Parish Council

Next PC Meeting| September 15 | 7.15pm | Latimer