

# The Lee Parish Council

## Minutes of the meeting of THE LEE PARISH COUNCIL (TLPC) held in the Parish Hall on Tuesday, 11<sup>th</sup> September 2018

|                      |                           |    |
|----------------------|---------------------------|----|
| <b>Present</b>       | Cllr C Sully (Chairman)   | CS |
|                      | Cllr A Weir               | AW |
|                      | Cllr C Perry              | CP |
|                      | Cllr R Fowler             | RF |
|                      | Cllr D Chinnery           | DC |
|                      | County Cllr T Birchley    | TB |
|                      | Mrs H Farrelly (Clerk)    | HF |
| <b>Apologies</b>     | Cllr S Morris             | SM |
|                      | Cllr C Little             | CL |
|                      | District Cllr N Rose      | NR |
| <b>In Attendance</b> | Six members of the Parish |    |

| Agenda Number |   | Action | Item  |
|---------------|---|--------|-------|
| 1.            | <b>APOLOGIES FOR ABSENCE</b><br><br>SM, CL and NR had sent their apologies  |        | 18/65 |
| 2.            | <b>APPROVAL OF MINUTES OF PREVIOUS MEETING</b><br><br>The minutes of the Parish Council Meeting held on Thursday, 12 <sup>th</sup> July 2018 were approved with the following amendments: <ul style="list-style-type: none"> <li>18/56/3 – expenses paid to D Chinnery were for fort repairs</li> </ul> The Chairman signed the minutes and a copy will be published on the website.  | CS     | 18/66 |
| 3.            | <b>MATTERS ARISING FROM MINUTES NOT ITEMISED SEPERATELY</b><br><br><b>DUKE OF EDINBURGH</b><br><br>CS had made contact with the organisers of Duke of Edinburgh and also Braidwood to discuss issues arising from inappropriate behaviour of some of these groups of young people whilst walking through the parish. Whilst the organisations were disappointed to hear there had been issues, without specific dates of when these issues occurred, they were unable to act upon them. It was agreed to highlight these issues through the newsletter. | CS/HF  | 18/67 |

| Agenda Number |   | Action              | Item  |
|---------------|---|---------------------|-------|
| 4.            | <p><b>DECLARATIONS OF INTEREST ON FORTHCOMING BUSINESS</b></p> <p>Councillors noted that CS was a neighbour of two current planning application (PL/18/2199/FA and PL/18/3017/OA)</p>   |                     | 18/68 |
| 5.            | <p><b>REPORT FROM COUNTY/DISTRICT COUNCILLORS</b><br/><i>(TB and NR not present at this point in the meeting to report to TLPC)</i></p> <p>CS highlighted that a meeting with TB and the Highways Agency was still to be scheduled.</p> <p>CS also noted that due to new national planning policy and current enforcement issues in TLPC, CS would speak with NR to arrange a meeting with a planning officer to discuss policy further and how TLPC can support the planning teams in support of the new policy and guidelines. CS also proposed inviting other local rural parishes to such a meeting.</p>  | <p>CS</p> <p>CS</p> | 18/69 |
| 6.            | <p><b>COMMENTS OR QUESTIONS FROM THE PUBLIC</b></p>   |                     | 18/70 |
|               | <p><b>KINGSGATE FARM DEVELOPMENT</b></p> <p>Six members of the parish attended the meeting to receive an update on the recent meeting held with Acorus (the planning consultants for the redevelopment of the farm).</p> <p><b>TB arrives at 7.45pm</b></p> <p>Acorus had requested a meeting with TLPC to discuss how the project can strike a balance between residents and developers to move the site forward. A list of 15 questions had been previously drawn up, taking into account feedback and comments from residents, and circulated to Acorus and these questions formed the basis of the discussions. A report of the meeting will be circulated to residents in due course.</p> <p>CS highlighted contents of the report to Councillors and members of the public and invited comment and feedback. In general, concerns were raised regarding the proposed gift of land to TLPC and the intentions behind accepting this gift and the potential use of the land. In addition, issues were raised regarding access to the site, the diversion of footpaths, security on the site, increased traffic flow on Chesham Lane due to construction vehicles and residential traffic once the site was developed and the speed limits on Chesham Lane.</p> <p>TB highlighted that an in depth consultation on speed limits took place 10 years ago followed by another consultation 12 months later and residents had had the option to</p> | CS                  |       |

| Agenda Number |  | Action           | Item                  |          |                             |   |                        |                 |          |   |          |   |          |                             |                 |  |         |
|---------------|--|------------------|-----------------------|----------|-----------------------------|---|------------------------|-----------------|----------|---|----------|---|----------|-----------------------------|-----------------|--|---------|
|               | <p>comment, at the time, on the speed limits. It was noted that the speed limit on Chesham Lane had been dropped from 60 to 40.</p> <p>CS highlighted that a meeting with TB and the Highways Agency was due to be scheduled to discuss a number of local issues including issues along Chesham Lane.</p> <p>CS also agreed to discover the current situation regarding the proposed footpath diversion at Lee Gate.</p> <p>After further discussion, CS proposed that the Council should continue dialogue with Acorus. Councillors were happy to approve this.</p> <p><b>The six member of the public and TB left the meeting at 8.15pm</b></p> <p>Following further discussion Councillors agreed that should the land be gifted, legal advice would need to be sought prior to the transfer of the title but that legal costs should be met by the developer and not TLPC.</p>   | <p>CS<br/>CS</p> |                       |          |                             |   |                        |                 |          |   |          |   |          |                             |                 |  |         |
| 7.            | <b>CLERKS REPORT</b>   |                  | 18/71                 |          |                             |   |                        |                 |          |   |          |   |          |                             |                 |  |         |
|               | <p>HF had started work on building a cloud storage library for TLPC. Councillors were pleased to receive an electronic meeting pack with all documents for the meeting. Councillors had fed back that this had been very helpful, saving them time looking for reports and information prior to the meeting.</p>   | <p>HF</p>        |                       |          |                             |   |                        |                 |          |   |          |   |          |                             |                 |  |         |
| 8.            | <b>FINANCE &amp; GOVERNANCE</b>  |                  | 18/72                 |          |                             |   |                        |                 |          |   |          |   |          |                             |                 |  |         |
| 8.1           | <p><b>FINANCIAL REPORT FROM FINANCIAL GROUP ON ACCOUNTS TO 31<sup>ST</sup> JULY 2018</b></p> <p><b>The Finance Group reported on the accounts from 1<sup>st</sup> April – 31<sup>st</sup> July 2018 and Cllr Perry confirmed reconciliation with the Bank accounts.</b></p> <p><b>Current Account</b></p> <table border="1" data-bbox="204 1621 1257 2074"> <tbody> <tr> <td rowspan="3" style="background-color: #4F81BD; color: white; text-align: center;"><b>A</b></td> <td>Income - current year</td> <td style="text-align: right;">7,352.95</td> </tr> <tr> <td>Allotment deposits rec/paid</td> <td style="text-align: center;">-</td> </tr> <tr> <td><b>Income Subtotal</b></td> <td style="text-align: right;"><b>7,352.95</b></td> </tr> <tr> <td rowspan="3" style="background-color: #F4A460; text-align: center;"><b>B</b></td> <td>Expenditure - current year(minus unrepresented chqs in this financial year (reported in section C))</td> <td style="text-align: right;">4,773.87</td> </tr> <tr> <td>Cheques paid last financial year and presented this year (chq no: 101027/101028/101029)</td> <td style="text-align: right;">2,445.00</td> </tr> <tr> <td><b>Expenditure Subtotal</b></td> <td style="text-align: right;"><b>7,218.87</b></td> </tr> </tbody> </table> | <b>A</b>         | Income - current year | 7,352.95 | Allotment deposits rec/paid | - | <b>Income Subtotal</b> | <b>7,352.95</b> | <b>B</b> | Expenditure - current year(minus unrepresented chqs in this financial year (reported in section C)) | 4,773.87 | Cheques paid last financial year and presented this year (chq no: 101027/101028/101029) | 2,445.00 | <b>Expenditure Subtotal</b> | <b>7,218.87</b> |  | 18/72/1 |
| <b>A</b>      | Income - current year  |                  | 7,352.95              |          |                             |   |                        |                 |          |   |          |   |          |                             |                 |  |         |
|               | Allotment deposits rec/paid  |                  | -                     |          |                             |   |                        |                 |          |   |          |   |          |                             |                 |  |         |
|               | <b>Income Subtotal</b>   | <b>7,352.95</b>  |                       |          |                             |   |                        |                 |          |   |          |   |          |                             |                 |  |         |
| <b>B</b>      | Expenditure - current year(minus unrepresented chqs in this financial year (reported in section C))  | 4,773.87         |                       |          |                             |   |                        |                 |          |   |          |   |          |                             |                 |  |         |
|               | Cheques paid last financial year and presented this year (chq no: 101027/101028/101029)  | 2,445.00         |                       |          |                             |   |                        |                 |          |   |          |   |          |                             |                 |  |         |
|               | <b>Expenditure Subtotal</b>  | <b>7,218.87</b>  |                       |          |                             |   |                        |                 |          |   |          |   |          |                             |                 |  |         |

| Agenda Number                               |  | Action                                   | Item   |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
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|   | <table border="1"> <tr> <td></td> <td><b>Closing balance = (Opening Balance + A)-B</b></td> <td style="text-align: right;"><b>4,474.92</b></td> </tr> <tr> <td rowspan="3" style="text-align: center;"><b>C</b></td> <td>Cheques paid last financial year that have not been presented (chq no: 101012)</td> <td style="text-align: right;">200.00</td> </tr> <tr> <td>Unpresented cheques this year (chq no: 101046/47/48/49)</td> <td style="text-align: right;">991.39</td> </tr> <tr> <td><b>Unpresented cheques total</b></td> <td style="text-align: right;"><b>1,191.39</b></td> </tr> <tr> <td></td> <td><b>Total Committed Expenditure to date for financial year (B+C)</b></td> <td style="text-align: right;"><b>6,857.70</b></td> </tr> </table>   |  | <b>Closing balance = (Opening Balance + A)-B</b> | <b>4,474.92</b>                          | <b>C</b> | Cheques paid last financial year that have not been presented (chq no: 101012) | 200.00           | Unpresented cheques this year (chq no: 101046/47/48/49) | 991.39 | <b>Unpresented cheques total</b> | <b>1,191.39</b> |          | <b>Total Committed Expenditure to date for financial year (B+C)</b> | <b>6,857.70</b> |                             |          |  |                              |                 |  |  |
|   | <b>Closing balance = (Opening Balance + A)-B</b>   | <b>4,474.92</b>                          |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
| <b>C</b>                                    | Cheques paid last financial year that have not been presented (chq no: 101012)   | 200.00                                   |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
|   | Unpresented cheques this year (chq no: 101046/47/48/49)  | 991.39                                   |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
|   | <b>Unpresented cheques total</b>   | <b>1,191.39</b>                          |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
|   | <b>Total Committed Expenditure to date for financial year (B+C)</b>  | <b>6,857.70</b>                          |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
|   | <p><b><u>Reserve Account</u></b></p> <table border="1"> <tr> <td></td> <td><b>Opening balance 1 April 2018</b></td> <td style="text-align: right;"><b>9,409.05</b></td> </tr> <tr> <td rowspan="3" style="text-align: center;"><b>A</b></td> <td>Payments In</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Interest</td> <td style="text-align: right;">2.20</td> </tr> <tr> <td><b>Income Subtotal</b></td> <td style="text-align: right;"><b>2.20</b></td> </tr> <tr> <td rowspan="2" style="text-align: center;"><b>B</b></td> <td>Expenditure - current year</td> <td style="text-align: right;">-</td> </tr> <tr> <td><b>Expenditure Subtotal</b></td> <td style="text-align: right;"><b>-</b></td> </tr> <tr> <td></td> <td><b>Closing balance (A-B)</b></td> <td style="text-align: right;"><b>9,411.25</b></td> </tr> </table> |  | <b>Opening balance 1 April 2018</b>              | <b>9,409.05</b>                          | <b>A</b> | Payments In  | -                | Interest  | 2.20   | <b>Income Subtotal</b>           | <b>2.20</b>     | <b>B</b> | Expenditure - current year  | -               | <b>Expenditure Subtotal</b> | <b>-</b> |  | <b>Closing balance (A-B)</b> | <b>9,411.25</b> |  |  |
|   | <b>Opening balance 1 April 2018</b>  | <b>9,409.05</b>                          |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
| <b>A</b>                                    | Payments In  | -  |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
|   | Interest   | 2.20                                     |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
|   | <b>Income Subtotal</b>   | <b>2.20</b>                              |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
| <b>B</b>                                    | Expenditure - current year   | -  |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
|   | <b>Expenditure Subtotal</b>  | <b>-</b>                                 |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
|   | <b>Closing balance (A-B)</b>   | <b>9,411.25</b>                          |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
|   | <p><b><u>Account Summary</u></b></p> <table border="1"> <tr> <td>Current Account (balance 31st July 2018)</td> <td style="text-align: right;">4,474.92</td> </tr> <tr> <td>Reserve Account (balance 31st July 2018)</td> <td style="text-align: right;">9,411.25</td> </tr> <tr> <td><b>Closing balance as at 31st July 2018</b></td> <td style="text-align: right;"><b>13,886.17</b></td> </tr> </table>  | Current Account (balance 31st July 2018) | 4,474.92   | Reserve Account (balance 31st July 2018) | 9,411.25 | <b>Closing balance as at 31st July 2018</b>                                    | <b>13,886.17</b> |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
| Current Account (balance 31st July 2018)    | 4,474.92   |  |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
| Reserve Account (balance 31st July 2018)    | 9,411.25   |  |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
| <b>Closing balance as at 31st July 2018</b> | <b>13,886.17</b>   |  |  |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
|   | <p><b><u>BANK ISSUES</u></b></p> <p>It had come to light recently that a previously filled in (December 2017) updated bank mandate had not been actioned by the bank and that TLPC currently only had two signatories: DC and CP. CS and CP visited the bank to arrange to fill in a new mandate and provide identity evidence.</p> <p><b>The bank have now confirmed the following signatories on the account – CP/DC/CS/RF</b></p>   | <b>All to note</b>                       | <b>18/72/2</b>                                   |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |
| <b>8.2</b>                                  | <b>INVOICES APPROVED AT FINANCE GROUP MEETING</b>  |  | <b>18/72/3</b>                                   |  |          |  |                  |   |        |                                  |                 |          |   |                 |                             |          |  |                              |                 |  |  |

| Agenda Number |  | Action                              | Item    |
|---------------|--|-------------------------------------|---------|
|               | <p>The following invoices were approved for payment at the recent Finance meeting which took place on 5<sup>th</sup> September 2018:</p> <ul style="list-style-type: none"> <li>• Chq No: 101046 – N Batty/Water Troughs - £450.00</li> <li>• Chq No: 101047 – All Seasons/Grass Cutting - £206.00</li> <li>• Chq No: 101048 – Lee Parish Hall Hire - £55.00</li> <li>• Chq No: 101049 – All Seasons/Grass Cutting - £206.00</li> </ul>  |                                     |         |
| 9.            | <b>COUNCIL PROPERTY – REPORTS AND ACTIONS</b>  |                                     | 18/73   |
| 9.1           | <p><b>PLAYGROUND (SM)</b></p> <p><b><u>Playground Facilities Maintenance Work</u></b></p> <p>HF had forwarded a number of maintenance actions to Playground Facilities and had received a quotation for works to be carried out. SM agreed to continue conversations with Playground Facilities regarding the scope and cost of the works and would report back to the TLPC.</p> <p>Other ‘Low Risk’ actions from the RoSPA report remaining outstanding.</p> <p><b><u>Fort Replacement and CEF Funding</u></b></p> <p>Councillors agreed to progress the contract with Handmade Places for the replacement of the Fort, following the success in being granted funds from the HS2 CEF grant. Councillors noted the Risk Assessment document and Fort Consultation and Engagement document which detailed the process that TLPC had completed. Both of these documents, together with the Tender Report Form, Contractor Statement and copies of the three tenders will be sent to Groundworks in order to progress the grant funds and project forward.</p> | <p>SM</p> <p>CS/HF</p> <p>CS/HF</p> | 18/73/1 |
| 9.2           | <p><b>GRASS, TREES &amp; HEDGES (CP)</b></p> <p>HF agreed to meet with CP to carry out a visit to establish any issues arising that need attention by All Seasons.</p>   | HF/CP                               | 18/73/2 |
| 9.3           | <p><b>ALLOTMENTS (AW)</b></p> <p>New water trough covers have been fitted in the allotments and had been well received by allotment holders and Cllrs.</p> <p>HF and AW carried out a review of current allotments and identified work that needs to take place in cutting back unused plots.</p> <p>HF has sent emails out to all allotment holders requesting their annual rent payment.</p>   | <p>HF</p> <p>HF</p>                 | 18/73/3 |
| 9.4           | <p><b>OTHER ASSETS (RF)</b></p> <p><b><u>Jubilee Well</u></b></p>  |                                     | 18/73/4 |

| Agenda Number      |   | Action   | Item         |                                 |               |  |  |  |                |
|--------------------|---|--|--------------|---------------------------------|---------------|--|--|--|----------------|
|                    | <p>HF would contact All Seasons to ascertain whether they are able to carry maintenance work around the well on an ongoing basis.</p> <p><b>War Memorial</b></p> <p>RF had contacted a number of contractors regarding the works that need to take place on the war memorial. Quotations had been previously circulated and Councillors were happy with the costs and instructed RF to engage contractors to complete the work.</p> <p>In addition, it was agreed that RF would contact a number of parishioners who have a keen interest in the memorial to keep them up-to-date on the refurbishment works.</p>   | <p>HF</p> <p>HF</p> <p>RF</p>                                      |              |                                 |               |  |  |  |                |
| <p><b>10.</b></p>  | <p><b>FOOTPATHS</b></p> <p>DC had received copies of ROW maps for the parish and had completed an extensive review of councillor allocations of areas for monitoring, which he would now circulate.</p> <p>DC urged all Councillors to report identified issues on allocated footpaths individually on the BCC website and to also report the matter to DC for monitoring of action and further updates.</p> <p>DC had circulated a comprehensive guide on monitoring and reporting footpaths. In addition DC highlighted the current reporting schedule and the status of issues reported.</p> <p>DC suggested to councillors to consider volunteers of walkers to monitor footpaths on their behalf but stressed that any issues identified would need to be fed back to the responsible councillor, who would in-turn report the issue on the BCC website and notify DC of the issue for further monitoring.</p> | <p>DC</p> <p>All Cllrs</p>   | <p>18/74</p> |                                 |               |  |  |  |                |
| <p><b>11.</b></p>  | <p><b>ROADS</b></p> <p>There was nothing further to report.</p>   |  | <p>18/75</p> |                                 |               |  |  |  |                |
| <p><b>12.</b></p>  | <p><b>PLANNING APPLICATIONS</b></p>   |  | <p>18/76</p> |                                 |               |  |  |  |                |
| <p><b>12.1</b></p> | <p><b>RECENT DECISIONS ON PLANNING</b></p> <p><b>Comments Submitted</b></p> <table border="1" data-bbox="204 1868 1235 2074"> <thead> <tr> <th data-bbox="204 1868 475 1951">Reference</th> <th data-bbox="475 1868 836 1951">Address</th> <th data-bbox="836 1868 1235 1951">Decision/<br/>Response from TLPC</th> </tr> </thead> <tbody> <tr> <td data-bbox="204 1951 475 2074">PL/18/2199/FA</td> <td data-bbox="475 1951 836 2074">Red Lion House, Red Lion Road, The Lee, HP16 9NF</td> <td data-bbox="836 1951 1235 2074">No objections but with an informative attached to planning consent</td> </tr> </tbody> </table>   | Reference  | Address      | Decision/<br>Response from TLPC | PL/18/2199/FA | Red Lion House, Red Lion Road, The Lee, HP16 9NF | No objections but with an informative attached to planning consent |  | <p>18/76/1</p> |
| Reference          | Address   | Decision/<br>Response from TLPC                                    |              |                                 |               |  |  |  |                |
| PL/18/2199/FA      | Red Lion House, Red Lion Road, The Lee, HP16 9NF  | No objections but with an informative attached to planning consent |              |                                 |               |  |  |  |                |

| Agenda Number   |   | Action                 | Item    |          |                 |  |                        |                 |   |                   |                 |  |                        |               |  |                        |           |         |               |   |               |  |  |  |
|-----------------|---|------------------------|---------|----------|-----------------|--|------------------------|-----------------|---|-------------------|-----------------|--|------------------------|---------------|--|------------------------|-----------|---------|---------------|---|---------------|--|--|--|
|                 | <p><b>Decisions</b></p> <table border="1" data-bbox="204 338 1235 696"> <thead> <tr> <th>Reference</th> <th>Address</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td>CH/2018/0420/FA</td> <td>The Cart House, Three Gates Farm, Arrewig Lane</td> <td>Conditional Permission</td> </tr> <tr> <td>CH/2017/2235/FA</td> <td>1 &amp; 2 Kingswood Cottages, Swan Lane, The Lee HP16 9NU</td> <td>Refuse Permission</td> </tr> <tr> <td>CH/2018/0809/FA</td> <td>Brunsgreen, Swan Lane, The Lee, HP16 9LD</td> <td>Conditional Permission</td> </tr> <tr> <td>PL/18/2320/FA</td> <td>Rosewood House, Cherry Tree Lane, Lee Common, HP16 9LB</td> <td>Conditional Permission</td> </tr> </tbody> </table> <p><b>Comments to be Submitted</b></p> <table border="1" data-bbox="204 779 1235 907"> <thead> <tr> <th>Reference</th> <th>Address</th> </tr> </thead> <tbody> <tr> <td>PL/18/2769/FA</td> <td>Lucystones, Cherry Tree Lane, The Lee, HP16 9LB</td> </tr> <tr> <td>PL/18/3017/OA</td> <td>Oaklands, Red Lion Hill, The Lee, HP16 9NF</td> </tr> </tbody> </table> | Reference              | Address | Decision | CH/2018/0420/FA | The Cart House, Three Gates Farm, Arrewig Lane | Conditional Permission | CH/2017/2235/FA | 1 & 2 Kingswood Cottages, Swan Lane, The Lee HP16 9NU | Refuse Permission | CH/2018/0809/FA | Brunsgreen, Swan Lane, The Lee, HP16 9LD | Conditional Permission | PL/18/2320/FA | Rosewood House, Cherry Tree Lane, Lee Common, HP16 9LB | Conditional Permission | Reference | Address | PL/18/2769/FA | Lucystones, Cherry Tree Lane, The Lee, HP16 9LB | PL/18/3017/OA | Oaklands, Red Lion Hill, The Lee, HP16 9NF |  |  |
| Reference       | Address   | Decision               |         |          |                 |  |                        |                 |   |                   |                 |  |                        |               |  |                        |           |         |               |   |               |  |  |  |
| CH/2018/0420/FA | The Cart House, Three Gates Farm, Arrewig Lane  | Conditional Permission |         |          |                 |  |                        |                 |   |                   |                 |  |                        |               |  |                        |           |         |               |   |               |  |  |  |
| CH/2017/2235/FA | 1 & 2 Kingswood Cottages, Swan Lane, The Lee HP16 9NU   | Refuse Permission      |         |          |                 |  |                        |                 |   |                   |                 |  |                        |               |  |                        |           |         |               |   |               |  |  |  |
| CH/2018/0809/FA | Brunsgreen, Swan Lane, The Lee, HP16 9LD  | Conditional Permission |         |          |                 |  |                        |                 |   |                   |                 |  |                        |               |  |                        |           |         |               |   |               |  |  |  |
| PL/18/2320/FA   | Rosewood House, Cherry Tree Lane, Lee Common, HP16 9LB  | Conditional Permission |         |          |                 |  |                        |                 |   |                   |                 |  |                        |               |  |                        |           |         |               |   |               |  |  |  |
| Reference       | Address   |                        |         |          |                 |  |                        |                 |   |                   |                 |  |                        |               |  |                        |           |         |               |   |               |  |  |  |
| PL/18/2769/FA   | Lucystones, Cherry Tree Lane, The Lee, HP16 9LB   |                        |         |          |                 |  |                        |                 |   |                   |                 |  |                        |               |  |                        |           |         |               |   |               |  |  |  |
| PL/18/3017/OA   | Oaklands, Red Lion Hill, The Lee, HP16 9NF  |                        |         |          |                 |  |                        |                 |   |                   |                 |  |                        |               |  |                        |           |         |               |   |               |  |  |  |
| 12.2            | <p><b>REDEVELOPMENT OF KINGSGATE FARM</b></p> <p>This matter was discussed under agenda item 6</p>  |                        | 18/76/2 |          |                 |  |                        |                 |   |                   |                 |  |                        |               |  |                        |           |         |               |   |               |  |  |  |
| 13.             | <p><b>PARISH COMMUNICATIONS</b></p>   |                        | 18/77   |          |                 |  |                        |                 |   |                   |                 |  |                        |               |  |                        |           |         |               |   |               |  |  |  |
| 13.1            | <p><b>UPDATE ON ITEMS FOR NEXT NEWSLETTER</b></p> <p>The next newsletter would be published in October. It was agreed that the following items would form part of the Parish Council article:</p> <ol style="list-style-type: none"> <li>1. Update on works taken place on the water troughs</li> <li>2. Maintenance work on the Memorial</li> <li>3. Update on the replacement of the fort</li> <li>4. Duke of Edinburgh</li> </ol>  | CS/HF                  | 18/77/1 |          |                 |  |                        |                 |   |                   |                 |  |                        |               |  |                        |           |         |               |   |               |  |  |  |
| 13.2            | <p><b>FINANCIAL CONTRIBUTION TO THE 'LIVING MEMORIES' BOOK</b></p> <p>Councillors agreed to a £100 donation to the 'Living Memories' Book project, initially started by Barnaby Usbourne (former Chairman of the Council) 18 years ago.</p>   | CS/HF                  | 18/77/2 |          |                 |  |                        |                 |   |                   |                 |  |                        |               |  |                        |           |         |               |   |               |  |  |  |
| 13.3            | <p><b>DROP-IN DATES</b></p> <p>Councillors agreed to hold a drop-in session before Christmas and agreed to confirm availability for either the 10<sup>th</sup> or 24<sup>th</sup> November.</p>   | All to note            | 18/77/3 |          |                 |  |                        |                 |   |                   |                 |  |                        |               |  |                        |           |         |               |   |               |  |  |  |

| Agenda Number |  | Action | Item  |
|---------------|--|--------|-------|
| 14.           | <b>HS2 HYBRID BILL – GENERAL UPDATE</b>  |        | 18/78 |
|               | <ul style="list-style-type: none"> <li>• Work has started by HS2 contractors on the haul road at Gt Missenden.</li> <li>• There has been no reply to our complaint about the traffic survey on hilltop lanes - so CS agreed to escalate to the Commissioner.</li> <li>• The engagement events on the design of viaducts and green tunnels are taking place in September (inc. one at Ballinger Hall on Wednesday 12th)</li> <li>• There is a booklet available which may be of interest:<br/> <a href="https://s3-eu-west-1.amazonaws.com/commonplace-customer-files/hs2inbucksandoxfordshire/Wendover%20Engagement%20Booklet_Final-compressed.pdf">https://s3-eu-west-1.amazonaws.com/commonplace-customer-files/hs2inbucksandoxfordshire/Wendover%20Engagement%20Booklet_Final-compressed.pdf</a> </li> <li>• CS is attending a meeting of Action Groups and Parish/Town Councils at Balsall Common on 16<sup>th</sup> September. Further information will be cascaded to Councillors.</li> <li>• Councillors and members of the public are invited to attend the HS2 Community Liaison Forum at the Chiltern District Council offices on Monday 29th October 6-8pm at Amersham. HS2 and their contractors will give a presentation on the current work programme and future plans for the local area. This session will be an update from the last forum which was held on 26th March. To reserve your place please email HS2Team@Chiltern.gov.uk.</li> </ul> |        |       |
|               |  |        |       |
|               | <p><b>ACTIONS FOR NEXT PARISH COUNCIL MEETING</b></p> <p>Approve the review of the Risk Assessment and Management document.</p>  | AGENDA | 18/79 |
|               |  |        |       |
|               | <p><b>The meeting closed at 9.40pm</b></p> <p><b>CHAIRMAN..... Date .....</b></p>  |        |       |