

THE LEE PARISH COUNCIL

**Minutes of the meeting of THE LEE PARISH COUNCIL (TLPC)
held in the Parish Hall on Tuesday, 2nd July 2019**

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

Agenda Number		Action	Item
1.	APOLOGIES FOR ABSENCE TB had sent her apologies.		19/51
2.	APPROVAL OF MINUTES OF PREVIOUS MEETING The minutes of the PC Meeting held on Tuesday, 14 th May 2019 were approved. The Chairman signed the minutes and a copy will be published on the website.		19/52
3.	MATTERS ARISING FROM MINUTES NOT ITEMISED SEPERATELY		19/53
	5.3: Salt Bins – To ask Rosie Taylor where responsibility lay for servicing / maintaining Salt bins 9.3: Clearance of Allotments – To be carried out	CS	
4.	DECLARATIONS OF INTEREST ON FORTHCOMING BUSINESS None		19/54
5.	REPORT FROM COUNTY/DISTRICT COUNCILLORS		19/55/1
5.1	Reports from County/District Councillors		

	<p>District Cllr Rose gave a brief update and explanation behind the recently published Local Plan which is currently in consultation. Councillors discussed the areas identified in the parish for potential infilling and areas considered as ‘wash over’ with regard to AONB. Infilling and ‘washed over’ maps will be circulated to all Councillors.</p> <p>District Cllr Rose also updated Councillors on current enforcement orders in place in the parish and discussions with landowners to try to resolve them. These enforcement orders will be monitored carefully.</p>	HF	
5.2	<p>Update on Unitary Authority Workshop</p> <p>Cllrs Fowler, Little and Sully attended a Unitary Authority briefing/workshop for Parish and Town Councils on 22nd June 2019. Two topics of interest to Parish & Town Councils were discussed and included:</p> <p><u>Community Boards</u></p> <p>The Shadow Executive is minded to introduce a number of Community Boards which would provide a local forum for (a) consultation; (b) local decision-making and (c) community action, with a delegated local budget of (in total) around £2m (c.f. LAF £450k)</p> <p>Those attending were asked to consider 3 options:</p> <ul style="list-style-type: none"> • 19 Community Boards (in which case The Lee would be in the Chesham and rural communities group) • 11 Community Boards (in which case The Lee would be in with Amersham and Chesham) • 0 Community Boards <p>A formal consultation will take place in the autumn.</p> <p><u>Devolution</u></p> <p>Some T&PCs seem able to employ local contractors to provide ‘County services’ at a lower cost than the County. Others have consistently resisted the idea.</p>		19/55/2
6.	<p>COMMENTS OR QUESTIONS FROM THE PUBLIC</p> <p>A number of residents in the parish attended the meeting. There were no questions asked.</p>		19/56
7.	<p>CLERKS REPORT</p> <p>There was nothing additional to report.</p>		19/57
8.	<p>FINANCE & GOVERNANCE</p>		19/58

8.1	REPORT FROM FINANCE GROUP		19/58/1
8.1.1	See APPENDIX 1 for Financial Summary – Accounts to 31 st May 2019 and Budget for 2019/20		
8.1.2	Internal/External Audit The paperwork was given to the internal auditors on the 19 th May 2019. A report will be circulated in due course, once it has been received.		
8.1.3	Annual Publication of Accounting Documents The following documents have been published to the website: <ul style="list-style-type: none"> • Annual Accounting Statement • Bank Reconciliation • Governance Statement • List of Expenditure Items • List of Income Items • Explanation of Variances Due to the fact that in this year’s accounts the parish’s income has exceeded £25K (with the receipt of the fort grant from Groundworks) an external audit will take place later in the month. Councillors noted that the period for the exercise of public rights will be from Monday, 1 st July 2019 to Friday, 9 th August 2019.		
8.2	BANK ACCOUNT No further progress has been made in setting up a new online account. The Clerk and Chairman will arrange to meet to set this up.	CS/HF	19/58/2
8.3	INSURANCE The insurance policy was due for renewal in May. CS agreed to renew the insurance with Zurich, on the basis that once the Fort was complete the insurance would need to be reviewed again to ensure full coverage of the new Fort.	CS/HF	19/58/3
8.4	INVOICES APPROVED <ul style="list-style-type: none"> • Chq 100032/Clerk’s Salary - £755.77 • Chq 100033/HMRC - £188.80 • Chq 100034/All Seasons - £915.00 • Chq 100035/Parish Hall Hire - £10.00 • Chq 100036/DCK Accounting - £42.00 		19/58/4
9.	COUNCIL PROPERTY – REPORTS AND ACTIONS		19/59
9.1	PLAYGROUND (SM)		19/59/1

	<p>Demolition of the Old Fort began on 24 June 2019 and was completed by Friday 28 June. Construction work will begin on Monday 27 June and is expected to be completed by 19 July. Cllr Morris suggested considering an opening ceremony later in the year, once the new Fort has settled.</p> <p>Councillors agreed that Cllr Morris and Cllr Chinnery would sign-off the project and would inform the rest of the Councillors accordingly.</p> <p>ROSPA have carried out their annual inspection – the report will be circulated to all Councillors. Councillors discussed an alternative playground maintenance provider and Cllr Morris agreed to contact Sovereign to discuss terms and conditions and costs.</p> <p>Councillors agreed to repairs to be undertaken with the football fence.</p>	<p>HF SM DC</p>	
<p>9.2</p>	<p>GRASS, TREES & HEDGES (CP)</p> <p>Tree work required will be looked at once the Fort redevelopment has been completed. A resident has raised concerns over the timings of hedge cutting in the parish and taking into consideration nest times of wild birds. Whilst hedge cutting along roadsides is required to ensure clear visibility for road users the clerk would discuss this further with All Seasons.</p> <p>Cllr Sully agreed to respond to the residents email.</p>	<p>HF CS</p>	<p>19/59/2</p>
<p>9.3</p>	<p>ALLOTMENTS (AW)</p> <p>Cllr Weir has been warned that 2 tenants may not be renewing their tenancy when the next annual rent is due. One tenant has asked permission to erect a small polytunnel on their plot and another tenant has requested whether a small garden tool box can be kept on the allotments. Cllrs agreed that both of these requests were acceptable.</p> <p>National Allotment Week runs from 12-18th August 2019. Its theme this year is "Shared Harvest", celebrating the fact that plot holders share their crops with family, friends and worthy causes. Cllr Weir agreed to discuss this with allotment holders.</p>	<p>AW</p>	<p>19/59/3</p>
<p>9.4</p>	<p>OTHER ASSETS (RF)</p> <ul style="list-style-type: none"> • Emily's seat: still awaiting treatment by the Scouts • Bench at Swan Bottom: No change • Notice board at parish hall : OK • Basketball net: agreed at the last meeting that this would be added to the playground maintenance, but no work has yet been carried out on the pole which is quite rusted • War Memorial: the memorial and has a lot of bird droppings on it – this will be monitored and if necessary, will have to arrange for it to be cleaned. • Jubilee Well: Weedkiller has been applied, and most plants have been removed. <p>Cllr Fowler discussed the repointing works that need to be done around the Jubilee Well and would make some enquiries on costs from contractors.</p>	<p>RF</p>	<p>19/59/4</p>

10.	FOOTPATHS		19/60								
	<ul style="list-style-type: none"> • The Chiltern Society PMV have installed 4 metal kissing gates on the Chiltern Link at Church Farm replacing stiles. Orders are being placed for a further 4 gates at Kings Ash also replacing stiles. This will make the length of the Chiltern Link through The Lee stile free, improving access and removing a number of stile defects reported. • The footpath monitoring and defect reporting process document has been updated. Any further defects should be sent to Cllr Chinnery. • The recent BCC ROW defects reporting web site map has provided much more clarity on path and furniture referencing and an OS grid referencing tool. The paper maps issued remain a useful field tool but reporting of defects should make use of the web map detail. • The survey of the differences between the BCC maps and that existing on the ground has progressed. Reports received are being collated. 										
11.	ROADS		19/61								
11.1	<p>Updates on Oxford Street, Chesham Lane and Swan Lane</p> <p>Oxford Street and Swan Lane are scheduled for re-surfacing work in July.</p> <p>Cllr Sully will be inviting the new local police constable to the next parish council meeting to discuss the traffic and parking issues that continue along Chesham Lane.</p>	CS	19/61/1								
11.2	<p>LAF Project to Monitor Traffic Speed</p> <p>A LAF grant application had been submitted by the clerk (supported by Cllrs Sully and Little) for a match funded project to install a mobile vehicle automated sign (MVAS) in the parish. The MVAS will be able to monitor and record traffic speed, flow and capacity in the parish as well as giving a visual reminder to motorists of the speed limits. The LAF will be meeting on the 3rd July and the application will be determined at this point.</p> <p>Councillors asked the clerk to make enquiries with Chesham Town Council as to whether any MVAS equipment can be hired/borrowed from them for a number of weeks per year.</p>	HF	19/61/2								
12.	PLANNING APPLICATIONS		19/62								
	<p>The clerk reported the following:</p> <table border="1"> <thead> <tr> <th>Planning Application</th> <th>Address</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td colspan="3">Decision Completed</td> </tr> <tr> <td>PL/18/3884/FA</td> <td>Hunts Green Farm, Kings Lane, The Lee,</td> <td>Withdrawn</td> </tr> </tbody> </table>	Planning Application	Address	Decision	Decision Completed			PL/18/3884/FA	Hunts Green Farm, Kings Lane, The Lee,	Withdrawn	
Planning Application	Address	Decision									
Decision Completed											
PL/18/3884/FA	Hunts Green Farm, Kings Lane, The Lee,	Withdrawn									

		HP16 9LX		
	PL/19/0357/HB	Hawthorns Barn, Field Lane, The Lee, HP16 9NA	Conditional Consent	
	PL/19/1276/FA	Kingswood Lodge, Swan Lane, The Lee, HP16 9NU	Conditional Permission	
	Decision Pending			
	PL/18/4871/FA	Hunts Green Farm, Kings Lane, The Lee, HP16 9LX	Comments submitted Decision Pending	
	PL/18/4872/FA	Hunts Green Farm, Kings Lane, The Lee, HP16 9LX	Comments submitted Decision Pending	
	PL/18/3017/OA	Oaklands, Red Lion House, The Lee, HP16 9NF (this is a revised application to the original one issued in September 2018)	Comments submitted Decision Pending	
	PL/19/1450/FA	Lucystones, Cherry Tree Lane, The Lee, Bucks, HP19 9LB	Comments submitted Decision Pending	
	PL/19/1545/VRC	The Cart House, Three Gates Farm, Arrewig Lane, Bucks	No objections Decision Pending	
	PL/19/1750/FA	Church Farm Barn, Swan Bottom Road, The Lee, HP16 9LZ	No objections Decision Pending	
	PL/19/1966/FA & PL/19/1967	Rabbs Corner, Swan Bottom Road, The Lee, HP16 9NX	No objections Decision Pending	
	Councillors noted that the Hunts Green Farm spoil heap application had been withdrawn.			
13.	PARISH COMMUNICATIONS			19/63
13.1	Drop-in Date/Flower Show Presence			19/63/1
	The Parish Council will have a gazebo and stand at The Lee Flower Show on Saturday, 20 th July 2019. Councillors will arrange for pictures of the new Fort to be displayed, history information on The Lee and consultation forms to be available.			CS
13.2	Website/Email Developments			19/63/2
	Cllrs Sully and Fowler recently attended Wordpress training and have been progressing the development of the new parish website. In due course the old website will be shut down and Cllr Fowler has been porting all the data from the old site to the new site in readiness for the switch over.			
14.	HS2 HYBRID BILL – GENERAL UPDATE			19/64
	Wendover Dean Viaduct			

HS2 Ltd's Main Works contractor (EK) will be submitting their plans for the Wendover Dean viaduct to AVDC for Schedule 17 approval in early July.

HS2 Ltd has suggested that there will now be noise barriers on both sides of the viaduct (something TLPC has been fighting for years). However, whereas the Scheme design was for a 3m noise barrier on the Dunsmore side and just a 1.2m parapet on the Kings Ash side, they are now proposing a 1.8m noise barrier on both sides, on the grounds that they now consider that this will meet the noise mitigation standards they have been set under the Environmental Statement (because of improved technology and design).

Haul Road at Great Missenden

HS2 Ltd's Enabling Works contractor (Fusion JV) is pressing on with the construction of the haul road from the Gt Missenden roundabout before they have put in place any local mitigation. The urgency is caused by the need to get a temporary road up the hill by the autumn, so that work can begin on moving some of the electricity pylons. GMPC have complained to HS2 Ltd about the nature of the planning.

Hunts Green spoil heap

The planning application to move part of the temporary spoil heap at Hunts Green was submitted to Chiltern District Council, but immediately run into a problems in that HS2 Ltd, who were supposed to be supporting this application, formally objected to it. As a result a decision is on hold, while HS2 Ltd, the landowner's agents and the District Council have further discussions.

HS2 Commissioners' visit

On May 30th, the Independent Construction Commissioner and the Residents' Commissioner visited the area and attended a meeting in Gt Missenden at which local councils and associations presented their complaints about the way in which HS2 Ltd and their contractors have been engaging (or not engaging) with the local communities. Items discussed included:

- the fact that the haul road construction has been started before the local mitigation has been put in place
- delays in providing other local mitigation at Gt Missenden
- delays in carrying out a hill-top villages survey of traffic
- HS2 Ltd's objection to the Hunts Green Spoil Heap planning application
- the way in which local consultation on the design of viaducts has been handled
- the lack of appropriate mitigation for a designated Area of Outstanding Natural Beauty
- delays in any meaningful discussion of train noise impacts and of road traffic impacts during construction.

Noise briefing

Cllr Sully also attended (at Wendover PC's invitation) a Noise meeting on 20th June, arranged by HS2 Ltd to explain the latest thinking on train noise mitigation.

Councillors were told how each Schedule 17 application for a key structure (e.g. Wendover Dean viaduct) will have an associated noise report which will explain how

	<p>mitigation has been planned “as far as reasonably practical” (AFARP). Paper E20 sets out the standards by which ‘reasonableness’ will be judged - a paper written by HS2 Ltd and their contractors.</p> <p>The next Joint Chiltern parishes’ liaison meeting with HS2 Ltd and their contractors is scheduled for July 4th, when we hope to receive updates on all the above issues.</p>		
15.	<p>SUPERFAST BROADBAND (SFB)</p> <p>Following Information received from a resident of Kings Ash regarding lack of apparent action to prepare for SFB in Kings Ash Openreach are now reporting:</p> <p><i>“ ...significant delays with the structure ‘The Lee V5011’, and have confirmed it requires a 2km spine with Tree Cutting and a road closure, which has unfortunately had an impact on delivery. We currently have a new estimated completion date of 13 November, 2019 and would expect customers to order in early December.”</i></p> <p>Connected Counties emailed that they, <i>“understand the frustration with delays, however, we will do everything we can to bring delivery in sooner and will continue to raise this structure at our weekly deployment meetings for any progress updates.”</i></p> <p>Cllr Morris continues to monitor superfast broadband in the parish.</p>		19/65
16	<p>LOCAL AREA FORUM (LAF)</p> <p>This matter was discussed under minute 11.2</p>		19/66
	<p>The meeting closed at 10.15pm</p> <p>CHAIRMAN..... Date</p>		

FINANCIAL SUMMARY

REPORTING PERIOD:

1st April 2019 - 31st May 2019

1. Current account bank reconciliation			
	Opening balance 1 April 2019	16,580.05	Statement 6
A	Income - current year	7,159.50	
	Income Subtotal	7,159.50	
B	Cheques paid last financial year and presented this year (chq no: 100015/16/17)	975.66	
C	Expenditure - current year(minus unpresented chqs in this financial year (reported in section C))	336.64	
D	Expenditure Subtotal	1,312.30	
E	Closing balance = (Opening Balance + A)-B	22,427.25	Statement 7
F	Cheques paid last financial year that have not been presented	-	
G	Unpresented cheques this year	-	
H	Unpresented cheques total	-	
	Total Committed Expenditure to date for financial year (B+C)	1,312.30	