

The Lee Parish Council

Minutes of the meeting of THE LEE PARISH COUNCIL (TLPC) held at The Old Church on Thursday, 13th October 2022 at 7.30pm

Present	Councillor R Fowler (Chair)	RF
	Councillor A Bunce	AB
	Councillor D Chinnery	DC
	Councillor C Little	CL
	Councillor N Rose	NR
	Councillor C Sully	CS
	Councillor J Wilkinson (from item 5)	JW
In Attendance	Mrs H Farrelly (Clerk)	HF
	J Wilkinson (to item 5)	JW
	One member of the public	
Apologies	Bucks Councillor M Fayyaz	MF
	Bucks Councillor J Macbean	JM
	Bucks Councillor P Birchley	PB
Abbreviations	The Lee Parish Council	TLPC
	Great Missenden Parish Council	GMPC
	Little Missenden Parish Council	LMPC
	Buckinghamshire Council	BC

Agenda Number		Action	Item
1.	<p>INTRODUCTORY REMARKS BY CHAIRMAN</p> <p>Councillor Fowler welcomed everyone to the meeting.</p>		22/82
2.	<p>APOLOGIES</p> <p>Buckinghamshire Cllr Birchley, Cllr Macbean and Cllr Fayyaz had sent their apologies.</p>		22/83
3.	<p>APPROVAL OF MINUTES OF PREVIOUS MEETING</p> <p>The minutes of the Parish Council Meeting held on Tuesday 26th July 2022 were approved. The Chair signed the minutes and a copy will be published on the website.</p>	HF	22/84
4.	<p>MATTERS ARISING FROM MINUTES NOT ITEMISED SEPARATELY</p> <p>There were no matters arising.</p>		22/85

	<p>TLPC had received a number of emails during the summer months regarding the noxious smells in the area. A Forum conversation also ensued.</p> <p>Councillors discussed this, accepted that it had been an exceptional year with high temperatures exacerbating the problem and are entirely satisfied that there is no action required. Councillors also highlighted the fact that farmers in the local area must fertilise their land in order to ensure healthy crops for the future.</p>		
10.	<p>CHAIR'S REPORT</p> <ul style="list-style-type: none"> • The Chair recently attended the formal opening of a new workshop at the Road Farm Countryways project, which was opened by a representative of the Worshipful Company of Turners. This gave an opportunity to find out more about the work being carried out at Countryways, to help people with mental health problems to enjoy care farming. • The Parish Council, in conjunction with Revd Chris Haywood of St John the Baptist, organised a brief ceremony to commemorate HM Queen Elizabeth II and herald the coming Carolean age. Thanks are due to Cllr Colin Sully and the Clerk, Hayley Farrelly, for organising the ceremony and laying the first floral tribute on behalf of the council and residents. • The Parish Council has recently been approached by an Oxford St resident on behalf of themselves and a neighbour, asking about the current status of the Methodist Chapel. TLPC have contacted the Methodist Church to advise them of the enquiry, and ask if there is any information that can be passed on. • The Parish Council will lay a wreath at the War Memorial on Remembrance Sunday (13th November). • It has recently become apparent that there was no central record of the various IT responsibilities within the Parish Council. This has now been rectified with a full list placed on Sharepoint. 		
11.	<p>FINANCE & GOVERNANCE</p>		22/91
11.1	<p>Finance Report from the Finance Group See APPENDIX 1 for Financial Summary – 1st April 2021 to 31st August 2022</p> <p>The accounts to the end of August show:</p> <ul style="list-style-type: none"> • Expenditure to date of £11,348.57 which includes the picnic tables and benches purchased using a grant from Buckinghamshire Council. • Income to date of £15,873.90, which includes the above grant, but does not include a grant from BC in respect of the Jubilee events. • Total Reserves at the end of the last financial year of £17,296 of which: <ul style="list-style-type: none"> ○ Allotments deposits £710 ○ Playground Reserve £5,000 ○ Ankerson Seat Reserve £997 		22/91/1

	<ul style="list-style-type: none"> ○ Usborne Memorial Tree £901 ○ General Reserve £9,688 <p><i>[Note: Small parishes are recommended to try to keep approx. 6 months precept as a general reserve.]</i></p> <p>Cllr Rose will be added as a fourth bank account signatory</p> <p>Councillors noted and approved the circulated financial summary as a correct record of the TLPC accounts for the period up to 31st August 2022.</p>			HF
11.2	<p>To note budget and projected income/expenditure 2022/23</p> <p>Councillors noted that there had been very little income/expenditure as it was early in the financial year, and therefore the projected income/expenditure remains as the original budget.</p> <p>As the accounts are only five months into the financial year, no changes to the anticipated expenditure and budgets have been made at this stage. However, the following should be noted:</p> <ul style="list-style-type: none"> • £1,824.00 has been contracted with Chesham Town Council (parks dept) for playground equipment and fort repairs, and for tree pruning. These costs will be split between the two budget headings “Grass/Hedges/etc” and “Playground”. • Notwithstanding this committed expenditure, and in view of the decision not to progress TLPC-funded fencing in the area, several budget headings may end up underspent at the year-end; to be reviewed in more detail for the next meeting. • The budget headings no longer have a 1-2-1 relationship with the areas of responsibility. This can be managed this year; but will be reviewed for next year’s budget. 			22/91/2
11.3	<p>To Approve Insurance Approach and Premium for the Jubilee Well</p> <p>This is now insured for the wooden panel and roof only.</p>			22/91/3
11.4	<p>Invoices Noted as Paid</p> <ul style="list-style-type: none"> • DCK Accounting - £45.60 • Clerks Salary - £1579.68 • HMRC - £ 375.40 • Zurich Insurance - £70.83 • Sinnorah - £44.06 • Floral Wreath in remembrance of The Queen - £99.95 • Chesham Town Council - £486.00 			22/91/4
11.5	<p>To approve Governance Documents</p> <p>Having received the following documents prior to the meeting, subject to a few minor amendments, Councillors approved revised:</p> <ul style="list-style-type: none"> • Risk Assessment 			RF

	Councillors received details of a proposed new internal auditor and were happy to approve the appointment. The clerk will get in contact with them to make the necessary arrangements.	HF	
12	COUNCIL PROPERTY – REPORTS AND ACTIONS		22/92
12.1	Naming of the land at the allotments and playground Councillors approved the naming of the land now to be called Lee Common Allotments and Playing Fields.		22/92/1
12.2	Playground Outstanding issues are:- <ul style="list-style-type: none"> • Replacement of the top beam on the trim trail rope beam - being expedited • Repairs to the embankment slopes on both sides of the tunnel - order placed with Chesham TC parks team • Timber treatment of the climbing frame has been deferred. 	HF	22/92/2
12.3	Benches and Tables at Allotments Outstanding issues are:- <ul style="list-style-type: none"> • The replacement of the back board on the bench by the football fence. not critical – inspection required • Re-anchoring the bench by the willow on to its foundation. <p>The three memorial benches have been timber treated. Other new benches are in store awaiting allocation.</p>	DC	22/92/3
12.4	Grass, trees, hedges, gates and fencing at the allotments and playground Nothing further to report.		22/92/4
12.5	Allotments and Tenancies Councillors discussed and agreed to raise the allotment rent fee to £30 per year for a full plot effective from the 30 th September 2022. This will be communicated to allotment holders as part of the annual renewal letter shortly going out.		22/92/5
12.6	New Allotment Contract Councillors discussed in depth the request from an allotment holder to part fund fencing around his allotment. Whilst TLPC empathises with allotment holders regarding the issue of deer on the allotments, this is indeed a national problem and not specific to this area.		22/92/6

	<p>Councillors agreed that it would be difficult to offer part funding of fencing as this would set a precedent for other allotment renters and that this has not been factored into the budget.</p> <p>Further discussion took place as to the changes to be made to the contract for the provision of fencing to be erected by individuals and the terms of conditions relating to this.</p> <p>The new allotment contracts and renewal notices will be sent out asap.</p>	<p>AB/CL</p> <p>HF</p>	
12.7	<p>Well and Memorial</p> <p>Cllr Wilkinson confirmed that the Jubilee Well was well maintained with the padlock in place. The war memorial is also generally in good condition with only a minor bit of cleaning to be done before Remembrance Sunday.</p>	<p>JW</p>	22/92/7
12.8	<p>Roadside Benches</p> <p>Nothing further to report.</p>		22/92/8
12.9	<p>Land Registration and Ownership</p> <p>The paperwork regarding the land registration for the war memorial has now been submitted to the Land Registry.</p> <p>Cllr Little agreed to initiate the land registry documents for the Jubilee Well.</p>	<p>CL</p>	22/92/9
12.10	<p>Barnaby Osborne Memorial Tree</p> <p>An unexpected problem has arisen. DEFRA has imposed a total prohibition on the movement of oak trees due to beetle infestation which affects these trees and they are trying to contain the spread. Therefore they are unable to supply any form of oak tree for the foreseeable future, which had been the preferred choice for the memorial tree.</p> <p>Paramount Plants, the supplier, has suggested some alternatives: beech, hornbeam, quaking aspen or hawthorn which councillors were invited to consider as an alternative.</p> <p>The prohibition on oak trees may be eased but probably not until next year so if TLPC wishes to choose an oak tree the ceremony will have to be delayed until the restrictions are lifted.</p> <p>The Osborne family suggested a cherry tree as an alternative, as it will be planted adjacent to Cherry Tree Lane, which was agreed by councillors. The family also expressed a preference for a wooden bench surround rather than the metal surround suggested previously.</p> <p>Cllr Rose agreed to investigate the planting of a cherry tree and the costs of a bench surround for the tree.</p>	<p>NR</p>	22/92/10

13.	TO RECEIVE REPORTS AND CONSIDER ACTIONS ON BUCKINGHAMSHIRE COUNCIL ISSUES		22/93
13.1	<p>Footpaths</p> <p>Public Rights of Way. With new Councillors joining the Council, Cllr Chinnery has circulated a review of our PROW management documents, along with the governance document for PROW procedure - Monitoring and Reporting of Rights of Way Inspections and Defects. It needs to be ensure that all PROW documents are uploaded to Sharepoint.</p> <p>Cllr Chinnery has obtained from BCC updated area maps and has reviewed the area allocation map.</p> <p>The updated footpath issues schedule has been circulated. There are a small number of actions noted. The vast majority of outstanding issues relate to roadside finger posts which have been chased on a number of occasions with little reaction due to a limited resource issue (The PMV team are not given orders for these). Cllr Chinnery suggested an onsite survey of conditions across the parish with a report to be sent to the PROW team to progress action.</p> <p>Many of the stiles in the Parish have been replaced by gates. When TLPC started recording there were 41 stiles in the parish shown on the web map. There are now 21 of which there are 4 requiring some action. A copy of the Stile schedule has been circulated by Cllr Chinnery.</p> <p>Some time ago TLPC became aware that some of the furniture details (gates, stiles, finger posts, way mark posts and gaps where a stile or gate had been removed) shown on the BCC ROW web map were not correct. A schedule of differences was produced. This was issued to the BCC PROW team who agreed to review the map accuracy. Past checks have shown this is not complete. Councillors should be aware and report any differences to DC to follow-up with the PROW team.</p> <p>The Chiltern Society Path Maintenance Volunteers are programmed to be active in the general area at the end of October and beginning of November. Please report any issues to BCC PROW (copy to Cllr Chinnery) so that TLPC can take advantage of this to get work done in our parish.</p>	DC/HF	22/93/1
13.2	<p>Roads</p> <p>This was discussed under minute 8.</p>		22/93/2
13.3	<p>Incursion of roadside hedges</p> <p>Information regarding the incursion of roadside hedges was included in the recent newsletter.</p>		22/93/3
13.4	<p>BMKALC Update</p> <p>BMKALC are holding a meeting on the 31st October 2022 to review the events following the death of HM Queen Elizabeth. Cllr Fowler will send an email setting out TLPCs feedback.</p>	RF	22/93/4

14.	PLANNING APPLICATIONS	22/94																																							
14.1	The Clerk reported the following:	22/94/1																																							
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14.2	Other Planning Matters There were no other planning matters for discussion.	22/94/2																																							
14.3	Guidelines for Planning Leads This is in the process of being written and will come to the Parish Council in due course.	22/94/3																																							
15.	HS2 CONSTRUCTION AND ENGAGEMENT	22/95																																							
15.1	Leather Lane Overbridge TLPC await the outcome of the review of the design and location of the Leather Lane overbridge (being reviewed for ecological reasons). TLPC has welcomed this review but has not committed itself to a view as to which design is preferable until all the impacts have been assessed. The outcome of the Bowood Lane appeal (see below) may also have a significant impact on this issue. The case for preserving a lone oak tree (T14) at the rear of Hammonds Hall Farm has also been taken up by the Leather Lane campaign group, specifically supported by GMPC and the Chiltern Society. If HS2 Ltd / EKFB	22/95/1																																							

	<p>were to make some reasonable adjustments to their plans, it would appear to be feasible to save this tree. The campaign group has escalated the issue through our MP to senior HS2 Ltd management. TLPC Councillors have encouraged the review but have otherwise made no formal comment.</p>		
<p>15.2</p>	<p>Bowood Lane Overbridge</p> <p>HS2's design for the Bowood Lane overbridge was refused by BC and sent back for review to reduce the environmental impact and improve road safety. HS2 Ltd have appealed this decision, and a Planning Inspector is due to be appointed to adjudicate. [Full details are available on the Aylesbury Vale planning area part of Bucks Council website Application No. 22/01330/HS2; Appeal No. 22/00095/REF.]</p> <p>It seems that the difference between the parties is not about the size of the bridge over Bowood Lane (HS2 Ltd have standard bridge designs), but about whether the bridge includes a wider carriageway with passing opportunities on the bridge (HS2 Ltd) or a narrower carriageway on the bridge with wider verges (BC)... that argument mainly revolves around issues of road safety and rail safety but will also have a visual/ecological impact.</p> <p>There are also additional conditions attached by BC to the Decision Notice relating to archaeology at Grims Ditch and the design of the TLE/2 and Cottage Farm Accommodation overbridges. These, in HS2 Ltd's view, are outside the scope of BC's power to impose conditions.</p> <p>Having read the Case Officer's report and HS2 Ltd's Statement of Appeal, and had contact with Bucks Planning and Highways Officers, Cllr Sully concluded that there is nothing that TLPC can specifically add on the safety issues nor on the legality of the Conditions. Councillors discussed the possibility of submitting a comment to the Inspector on the benefits of being able to have wider verges, especially if they can be 'greened' in some way. BC's case appears to be reasonable, lawful and reflects the wishes of the community. Therefore TLPC agreed that, as a Parish very much affected by this issue, it should have a view and express it to the Planning Inspector and will send the following:</p> <p><i>"The Lee parish sits mainly above the HS2 line of route between Wendover and Gt Missenden. The Bowood Lane overbridge is half in the parish (and half in Wendover parish); the TLE/2 footbridge is mainly in the parish, the Cottage Farm Accommodation overbridge entirely so. The design and function of all these pieces of railway architecture are therefore very much matters of concern to The Lee residents and were the subject of much petitioning as the HS2 Phase 1 Bill passed through Parliament.</i></p> <p><i>Buckinghamshire Council (BC) has taken the view that, even if the overall bridge design at Bowood Lane requires a bridge capable of carrying a 5.5m carriageway, that is not necessarily the best design in this location and have therefore sent it back to HS2 Ltd for re-design.</i></p> <p><i>Bowood Lane is a very narrow country lane linking Kings Lane (in The Lee) with a small number of residents and farms at the lower end (in Wendover), whose main access is from the A413. The lane is totally unsuitable for HGVs (and is marked as such). It has very few passing places even for cars and vans. The traffic on the lane is therefore incredibly light. The Lee Parish Council agrees with BC's view that to provide an opportunity for two lane traffic to cross the</i></p>	<p>22/95/2</p> <p>HF</p>	

bridge is unnecessary and may in fact increase road safety risk at this point by encouraging speeds over the 70 metres of the crossing which cannot be maintained on any other section of this lane. This is especially important as this bridge will also be used by walkers, horse riders and cyclists.

A decision to reduce the road carriageway width to 3.5m would not only maintain the safety characteristics of the lane, but will also provide an opportunity for further 'greening' of this bridge, which is located in a sensitive part of the Chilterns Area of Outstanding Natural Beauty (AONB). This sensitivity is recognised in HS2 Ltd's own Environmental Statement for the area (See [Volume2 CFA10 Dunsmore Wendover and Halton.pdf](#) which states (Para 9.3.5):

*"This LCA lies within the Chilterns AONB and as such is considered to be of national value. A number of narrow winding roads and sunken lanes, which are often lined with dense mature trees and hedgerows, traverse this elevated transitional landscape between the low-lying Wendover Gap valley and the higher plateau to the east... The components within the landscape are generally well-maintained, therefore the condition is considered to be good. The level of tranquillity in the area is considered to be high owing to the absence of busy transport routes and the sense of seclusion afforded by woodland cover. **Therefore, this area has a high sensitivity to change**".*

The bridge proposed for this location will be 70m long, 10m wide and have parapets nearly 2m high. It will inevitably be a major intrusion into the visual landscape. Reducing the carriageway width on the bridge and allowing more greening on the verges will improve this visual impact and help in a small way to preserve the landscape in this part of the AONB.

For these reasons, of safety and visual/landscape/environmental impact, The Lee Parish Council supports BC's refusal to approve the Sch 17 application in so far as it applies to the Bowood Lane overbridge.

The Lee Parish Council has no comments on other aspects of this application."

16. RESPONSE TO BOUNDARY COMMISSION PROPOSALS FOR NEW WARD STRUCTURE

22/96

Councillors agreed to send the following response to the Boundary Commission for England:

In its response to the BCE consultation on ward boundaries in Buckinghamshire, The Lee Parish Council asked that the parish be:

- *grouped together in an electoral ward with similar rural parishes*
- *served by a single, accountable, county councillor*
- *specifically not grouped with Chesham*
- *ideally be grouped in a new ward with South Heath and Ballinger to the south, plus Cholesbury-cum-St-Leonards to the north and Chartridge to the east*

	<p><i>The first three of these requirements are met by the proposal for inclusion of The Lee within a revised Chiltern Ridges ward which we welcome. The composition of the revised ward is not ideally what we would have wished, as we had expressed a wish to be grouped with South Heath and Ballinger, our neighbouring villages with whom we have many joint clubs, societies, interests and endeavours. We do however accept that our preference would, most likely, have necessitated the splitting of Great Missenden Parish between electoral wards.</i></p> <p><i>The proposed composition of the new Chiltern Ridges ward reflects that of the rural element of the Chesham & Rural Villages Community Board, with the new ward incorporating the six rural parishes represented by the Board; as such we have some links with the five other parishes, albeit not being geographically close to parishes such as Chenies, Latimer & Ley Hill and Ashley Green.</i></p> <p><i>We understand the benefits of and logic behind keeping a parish entirely within one ward, with wards containing multiple parishes. As such the proposal that we be in a ward with similar parishes, with whom we already have some limited connection, is acceptable to us.</i></p>	
17.	PARISH COMMUNICATIONS	22/97
17.1	<p>Website/Forum Developments</p> <p>Since the July council meeting, TLPC have:</p> <ul style="list-style-type: none"> • Amended the website at the time of Queen Elizabeth's death to mark the occasion and the period of mourning. • Added a new section called "Royal Milestones in The Lee" to which the Ceremony of Remembrance to QEII and Nigel Dwight's coronation memories were then added. • In association with Phil Harrison, added a section on the history of the Flower Show, at www.thelee.org.uk/the-lee-flower-show-a-history/. • Greatly extended the history of the New Church at www.thelee.org.uk/history-of-st-john-the-baptist-church/ • An observant visitor on the local vintage bus day noted that our links to the bus timetable (such as it is) were not working. They do now! <p>Next, TLPC plan to review and re-structure the whole 'history section' of the website.</p> <p>TLPC have also agreed for the third year running to host the Shop's Christmas Order System (at no cost to the Council).</p> <p>The Lee online Forum:</p> <ul style="list-style-type: none"> • In late summer, the smell from farming compost spreading across the village became a topic of discussion on the Forum with strongly opposing views being expressed. Forum Admin councillors monitored the discussion and engaged with the landowner concerned. When no useful purpose could be served by further discussion on the forum, TLPC brought it to an end. • TLPC scheduled a drop in, to help people use the forum, for the afternoon of Sunday 9th October. 	22/97/1

	<ul style="list-style-type: none"> • Otherwise, the forum has been stable and remains well-used. 		
17.2	<p>Emails and Sharepoint</p> <p>A new email account has been set up for Cllr Wilkinson and Sharepoint access granted.</p> <p>Cllr Bunce has encountered some problems in accessing Sharepoint, and he and Cllr Fowler will address this outside the meeting.</p> <p>Although all TLPC documents should be placed on Sharepoint, it was agreed that councillors should not each be expected to upload their own documents. Instead, any documents requiring uploading should be sent to the Clerk, who will ensure they are uploaded before the next meeting.</p>	RF, AB	22/97/2
17.3	<p>To agree items for the next Newsletter</p> <p>The following items will be included in the next Newsletter:</p> <ul style="list-style-type: none"> • Speed sign review 	RF	22/97/3
18	<p>DATES FOR MEETINGS 2022</p> <p>Date for next full meeting is:</p> <ul style="list-style-type: none"> • Tuesday, 15th November 2022 at 7.30pm 		22/98
	<p>The meeting closed at 9:50pm</p> <p>CHAIR..... Date</p>		

FINANCIAL SUMMARY

REPORTING PERIOD:
1st April 2022 - 30th June
2022

<u>1. Current account bank reconciliation</u>			
	Opening balance 1 April 2021	17,296.31	Statement 10
A	Income - current year	9,933.61	
	Income Subtotal	9,933.61	
B	Cheques paid last financial year and presented this year	-	
C	Expenditure - current year(minus unrepresented chqs in this financial year)	10,109.14	
D	Expenditure Subtotal	10,109.14	
E	Closing balance = (Opening Balance + A)-D	17,120.78	Statement 12
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 (D+H)	10,109.14	