

## The Lee Parish Council

### Minutes of the meeting of THE LEE PARISH COUNCIL (TLPC) held at The Lee Parish Hall on Tuesday, 16<sup>th</sup> September 2025 at 7.00pm

<b>Present</b>	Councillor C Sully (Chair)	CS
	Councillor A Bunce	AB
	Councillor G Baggaley	GB
	Councillor H Barrett-Mold	HBM
	Councillor S Burrage	SB
	Councillor D Chinnery (from Item 6)	DC
	Councillor J Wilkinson	JW
<b>In Attendance</b>	Mrs H Farrelly (Clerk)	HF
<b>Apologies</b>	Bucks Councillor J Fulford	
<b>Abbreviations</b>	The Lee Parish Council	TLPC
	Buckinghamshire Council	BC

Agenda Number	Action	Item
<b>1</b>		
<b>INTRODUCTORY REMARKS BY CHAIR</b>		
Councillor Sully welcomed everyone to the meeting.		
<b>2.</b>		
<b>APOLOGIES</b>		
Apologies had been received from Cllr Fulford.		
<b>3.</b>		
<b>APPROVAL OF MINUTES OF PREVIOUS MEETING</b>		
The minutes of the Parish Council Meeting held on 22 <sup>nd</sup> July 2025 were approved. The Chair signed the minutes, and a copy will be published on the website.		
<b>4.</b>		
<b>MATTERS ARISING FROM MINUTES NOT ITEMISED SEPARATELY</b>		
Matters arising that are carried forward		
<ul style="list-style-type: none"> <li>• Location for new benches</li> <li>• Storage cupboard</li> <li>• Establish boundary of playground and allotments</li> <li>• Noisy Dogs</li> <li>• Skip</li> </ul>		
<b>CS/HF</b>		
<b>5.</b>		
<b>DECLARATIONS OF INTEREST ON FORTHCOMING BUSINESS</b>		
Cllr Bunce declared an interest in two invoices.		

Agenda Number		Action	Item
6.	<p><b>Co-option of Councillors</b></p> <p>With three councillor posts unfilled after the elections in May, the Parish Council advertised its intention to co-opt additional councillors onto the council and, at its meeting on 20<sup>th</sup> May co-opted Susie Burrage and re-coopted Jamie Wilkison. Since then, no other expressions of interest have been received, and the council has been running one light.</p> <p>Dick Chinnery had been a Parish Councillor for over ten years when he took the decision not to put his name forward for election in May 2025. However, he has continued to assist the council in a volunteer role, in particular in engagement with the HS2 project and in providing the Chair with support on various developments at the playground.</p> <p>Cllr Sully proposed Mr Dick Chinnery to be co-opted onto the parish council. Cllr Bunce seconded the proposal.</p> <p>Cllr Chinnery was appointed parish councillor.</p>		
7.	<p><b>REPORT FROM BUCKS UNITARY COUNCILLORS</b></p> <p>None</p>		
8	<p><b>COMMENTS OR QUESTIONS FROM THE PUBLIC</b></p> <p>None</p>		
9.	<p><b>CLERK'S REPORT</b></p> <p>Nothing to report</p>		
10.	<p><b>CHAIR'S REPORT</b></p> <p><b>East Chiltern Community Board (ECCB)</b>  In September, Cllr Barret-Mold and Cllr Sully attended the inaugural meeting of the ECCB and have reported initial impressions already to TLPC.</p> <p>The aim of the ECCB is to work collaboratively, with local and county-wide partners, to support communities to achieve their local priorities. TLPC had listed (in July) what it saw as the key Bucks-related concern of The Lee residents:</p> <ul style="list-style-type: none"> <li>• Highways – The general state of the local roads (when the roads are open)</li> <li>• Planning Enforcement – not just Kingsgate Farm</li> <li>• Planning Policy in general – future housing development; ecological balance</li> </ul>		

Agenda Number		Action	Item
	<ul style="list-style-type: none"> <li>• HS2's increasing impact – road closures; restoring the landscape</li> <li>• Footpaths / PROW – neglect by landowners; overgrown hedges; deterioration in signage</li> </ul> <p>When The Lee parish councillors met with the ECCB manager during the summer, we again emphasised these issues. However, they have not emerged amongst the community priorities for the Chesham North Ward. At the ECCB meeting, the Chair of the ECCB confirmed that these were not the sort of thing that the Community Board's were designed to address, and that such matters need to be progressed through our elected Bucks Councillors. The ECCB was there to support local communities to achieve other local community objectives. which for our ward (Chesham North) are currently thought to be (shared with Chesham South):</p> <p><b>Championing the youth voice</b> A reflection of the continuing work in Chesham to develop a youth voice.</p> <p><b>Culture in the community</b> Recognition of the multi-cultural aspects of the Chesham community.</p> <p><b>Roadside litter</b> A problem in both the urban and rural areas of the wards</p> <p>Cllr Sully commented that The Lee, already has a wealth of community groups, supporting our residents – the Parish Hall, the community shop, the Scouts, the Cricket Club, Village Friends, walking groups, the Church, the litter pickers, the Flower Show, the Parish Council etc.</p> <p>The issue is further complicated by the fact that many (most?) residents look to some extent outside of the parish for many of the other things the ECCB might want to support – for example, to Chesham, to Amersham, to the Missendens and beyond for schools, youth groups, choirs, sport, and other community-based activities needing a wider cohort of interest.</p> <p>TLPC will therefore raise the question for residents in the October edition of The Lee Newsletter:</p> <p><b>“What other community support is currently missing in The Lee?”</b></p>	CS/HF	
11.	<b>COUNCIL PROPERTY – REPORTS AND ACTIONS</b>		
11.1	<p><b>Playground</b></p> <p><b>Repairs / improvements to the slide/tunnel/fort area</b></p> <p>Although the construction work at the fort/slide area and repairs to the trim trail were completed in the early summer, there is still more work to do to improve the surface in this area. With the ground so hard through the summer (and grass not growing) that work was put on hold until other work planned in the playground area was completed. Some of this work might be suitable for 'volunteer' activity; other parts may require professional installers.</p> <p><b>Wooden climbing frame</b></p> <p>TLPC's successful application for an Award of £9,195 from the HS2 Community and Environment Fund (CEF) for the replacement of the wooden climbing frame has now been 'announced' by the grant providers and, as</p>		

	<p>agreed at the last meeting, TLPC has placed an order for the work with Broxap / Handmade Places.</p> <p>When the installation sub-contractor is confirmed, we may be able to link some of the remaining work from 11.1.1 above into the schedule.</p> <p><b>Routine maintenance</b></p> <p>TLPC are also still planning to approach a more local playground maintenance company for routine maintenance work, as the major playground equipment suppliers (and our safety inspection company) do not seem to be geared up to deal with this sort of work.</p>		
<b>11.2</b>	<b>Grass, trees, hedges, gates and fencing</b>		
<b>11.2.1</b>	<p><b>EKFB work on hedging/fencing</b></p> <p>TLPC announced in the September Newsletter its decision to proceed with fencing/hedging work by EKFB in the area between the allotments and the playground. Some concern was expressed by a resident in the September Newsletter about this decision and a further email was also received by the Clerk querying why it was necessary.</p> <p>TLPC discussed the ongoing issue regarding the hedge near the orchard area. The ecologist confirmed that the hedge was not considered significant in terms of ecological value. Representatives from Buckinghamshire Council agreed, noting that its removal would have no significant environmental impact.</p> <p>This matter had been under discussion since September 2024, with previous deliberations recorded in the minutes.</p> <p>Councillors noted that the orchard area had not been cut this year, and several allotments were intentionally left uncut to encourage wildlife. The hedge itself, it was noted, is now cut only once a year.</p> <p>After further consideration and discussion, councillors reached a unanimous decision to continue with its plan to remove the hedge entirely.</p> <p>Regarding the willow, it was agreed that it would remain in place but be trimmed, also by unanimous agreement.</p> <p>Finally, it was confirmed that EKFB will install the new fence line and gate as part of the continuing works.</p>		
<b>11.2.2</b>	<p><b>Tree surgeon inspection</b></p> <p>As a part of the above review and at the suggestion of our insurers, a visit was also made to the area by a local tree surgeon who, with the Chair, reviewed all the trees under TLPC's management.</p> <p>TLPC await a written report from the tree surgeon, however it is already clear that a programme of work will be suggested – some urgent, other parts less so.</p>		
<b>11.3</b>	<b>Allotments and tenancies</b>		<b>HF</b>

	<p>Councillors agreed to increase the allotment rent in September 2026 to £40 per plot and current tenants will be notified.</p> <p>A small water leak is currently being addressed by Cllr Bunce.</p>	<b>AB</b>	
<b>11.4</b>	<p><b>Well and memorial</b></p> <p>All in good working order.</p>		
<b>11.5</b>	<p><b>Lee Clump Pond</b></p> <p>No further developments</p>		
<b>11.6</b>	<p><b>Barnaby Usbourne Memorial Tree</b></p> <p>Circular bench has now been delivered. Installation will be arranged.</p>		
<b>12</b>	<b>FINANCE &amp; GOVERNANCE</b>		
<b>12.1</b>	<p><b>To note the accounts for period-end 31<sup>st</sup> August 2025</b></p> <p>The circulated accounts were circulated. Nothing specific was highlighted.</p>		
<b>12.2</b>	<p><b>To note the projected income/expenditure for 2025/26</b></p> <p>No changes have been made to projected income/expenditure at this stage;; the projection will be further reviewed before the next meeting. .</p>		
<b>12.3</b>	<p><b>To review internal and external audit reports</b></p> <p>External audit report has now been received and reviewed. The documents will be posted on the website.</p>		
<b>12.4</b>	<p><b>Bank Mandate</b></p> <p>Cllr Baggaley and Cllr Burrage will be added to the bank mandate.</p>	<b>HF</b>	
<b>12.5</b>	<p><b>Invoices approved:</b></p> <ul style="list-style-type: none"> <li>• Broxap - £4992.00</li> <li>• Broxap - £5038.80</li> <li>• Election Costs - £227.00</li> <li>• External Audit - £252.00</li> <li>• Tactical Management - £416.32</li> <li>• HMRC - £214.93</li> <li>• Land Registry Search - £7.00</li> <li>• Clerk Salary – 2103.66</li> <li>• HMRC - £533.00</li> <li>• NEST - £266.53</li> <li>• Land Registry - £14.00</li> <li>• Tactical Management - £208.16</li> <li>• Tactical Management - £110.40</li> <li>• DCK Accounting – £46.80</li> <li>• Newsletter - £135.00</li> <li>• Weedkilling Services for May - £72.00</li> </ul>		

	<ul style="list-style-type: none"> <li>• Weedkilling Services for Sept - £72.00</li> </ul>		
<b>13.</b>	<b>TO RECEIVE REPORTS AND CONSIDER ACTIONS ON BUCKINGHAMSHIRE COUNCIL ISSUES</b>		
<b>13.1</b>	<p><b>Footpaths</b></p> <p>Footpath maps have been circulated to councillors .</p>		
<b>13.2</b>	<p><b>Roads</b></p> <p><b>13.2.1 Road closures / diversions / signage</b></p> <p>TLPC has raised with Bucks Cllrs the problems we have been having recently in The Lee (and immediately surrounding areas) with road closures, and the fact that since Rocky Lane was re-opened and Leather Lane was closed, we have already seen many days when the diversion routes have also been closed, and at times the diversion routes of the diversion routes. This, in conjunction with further closures on Chesham Lane (Red Lion Hill) and indeed the temporary closure of the re-opened Rocky Lane have all led to much frustration amongst drivers, to residents driving through 'Road Closed' signs and in some cases moving signs to allow a single lane traffic flow past whatever 'obstacle' they find.</p> <p>TLPC recognise that a lot of this work is emergency and therefore needs urgent attention – but not all of it. TLPC have therefore asked if Bucks Officers could be reminded:</p> <ol style="list-style-type: none"> <li>To ensure that when giving permission for non-emergency closures, someone is aware of the overall picture in this area before a decision is made.</li> <li>When a decision is made to close a route that is currently a diversion route for another closure, some co-ordination takes place between the two organisations to avoid conflicting signage (see pictures)</li> <li>Some priority is given to signage removal when roads are re-opened in this area. It is clear that in some cases days/weeks pass before the “taking down signs team” turn up.</li> <li>The area seems to be littered with redundant signs. Can this be addressed?</li> </ol>		
<b>13.2.2</b>	<p><b>Bucks Road Safety Fund</b></p> <p>TLPC await the outcome of Bucks Council’s review of vehicle activated speed indicator devices (VAS) on Rocky Lane / Chesham Lane, between Kings Ash and Swan Bottom. (See also Item 14)</p>		
<b>13.2.3</b>	<p><b>Highway repairs</b></p> <p>Bucks Cllr Mohammad Fayyaz recently toured the area with Local Area Technician (LAT) Wayne Fabian. TLPC asked them to also look at three local issues... (<i>comments by LAT in italics</i>)</p> <ul style="list-style-type: none"> <li>• <b>Kings Lane: (a) to the north of the junction with Bowood Lane.</b> This is a section of road which has over the years become badly potted. Some repairs were made earlier this year, but the section towards Kings Ash remains in poor condition and needs attention.</li> </ul>		

*I have been in talks with the Asset team, who are in talks with HS2 about this area, I took a look recently, and there were no dangerous defects, however the road is in need of approx.. 2000m2 of patching to bring the road up to an acceptable standard. On going discussions*

- **Kings Lane: (b) the corner at Hunts Green** running back towards The Lee (Pipers) is also badly pot-holed and requests have been made for re-surfacing. The section nearest to the corner has been recently marked with white lines, but the timescale for this work is not clear.  
*If I have got the correct area, there is a planned works patch that has been raised, and will get delivered in due course, no delivery date as yet.*
- **Arrewig Lane:** the lowest section of this lane suffers badly with silt run-off and is in a poor condition; many reports have been made. It is lightly used but remains in very poor condition. *This road is on the 4 year resurfacing program, this can be picked up at our annual meeting with the asset team, this I believe will be around October time. I also have a CRN to take a look at the road, and make safe any dangerous defects, this will happen this week.*

**13.3 To receive an update from the Clerk on recent planning decisions**

Planning Application	Address	Decision
<b>Decision Completed</b>		
PL/25/1399/FA	The Hay Barn Swan Lane The Lee Buckinghamshire HP16 9NU	Refuse Permission
PL/25/2257/KA	Guild Cottage Lee Clump Road The Lee Buckinghamshire HP16 9LZ	TPO shall not be made
PL/25/2002/HR	Land at Lee Common Allotments / Playground Oxford Street	Hedgerow Retention Notice Not Issued
PL/25/1954/KA	Church Yard Swan Bottom Road The Lee Buckinghamshire	TPO shall not be made
<b>Decision Pending</b>		
PL/24/2062/FA	Elmwood Swan Bottom The Lee Buckinghamshire HP16 9NQ	Comments submitted Decision Pending
PL/25/1208/FA	Kings Ash Farm Chesham Lane Kings Ash Buckinghamshire HP16 9NP	Comments submitted Decision Pending
PL/25/1453/FA	Kingsgate Farm, Lee Gate, The Lee, Buckinghamshire	Comments submitted Decision Pending
<b>New Applications</b>		
PL/25/2662/FA	The Hay Barn Swan Lane The Lee Buckinghamshire HP16 9NU	

13.4	<p><b>To review current situation in respect of planning breach at Kingsgate Farm</b></p> <p>Nothing further to report.</p>		
14.	<p><b>HS2 CONSTRUCTION AND ENGAGEMENT</b></p>		
	<p><b>Reset / Review</b></p> <p>It seems that results of the latest review of the project (the so-called 'reset') may not become clear until Spring of next year. Locally, this review certainly means a slow-down in some parts of the work – for example a delay in starting on Rail Systems work until the construction contractors have all had chance to catch up with each other. It also means the construction period and its impacts will be with us even longer. All aspects of the work will also be put under closer cost scrutiny.</p> <p>There is growing concern about the 'finishing-off' of the project, including land restoration, restitution and landscaping. Bucks Council has requested discussions with HS2 Ltd on these issues.</p> <p><b>Local road updates</b></p> <ul style="list-style-type: none"> <li>• The <b>Leather Lane</b> road closure has in itself not caused huge problems, except for the impact of the recent additional closures of the local diversion routes (see Item 13.2).</li> <li>• Overnight closures and daytime traffic controls <b>on the A413</b> will continue whilst the viaduct is being worked. (latest closure overnight for the weekend 19<sup>th</sup> - 21<sup>st</sup> September... with Chiltern Line rail possession)</li> <li>• The final road realignment at Small Dean will also require overnight closures, later in the year.</li> </ul> <p><b>Social Value Project</b></p> <p>The EKFB '<b>Social Value</b>' project at the allotments / playground area has been given the go ahead (see Item 11.2)</p> <p><b>Road Safety Fund</b></p> <p>The Parish Council has been informed that it has been approved at Stage 2 of the review process, but is still awaiting a final decision on its applications to the <a href="#">HS2 / Bucks Road Safety Fund</a>, (in respect of VAS in the Kings Ash (30 mph) and Lee Gate / Swan Bottom areas (40 mph) (see also Item 13.2).</p>		
15.	<p><b>PARISH COMMUNICATIONS</b></p>		
15.1	<p><b>To receive an update on 'Beating the Bounds' walk</b></p> <p>The Beating of the Bounds walk has been organised for the 27<sup>th</sup> September 2025.</p>		
15.2	<p><b>Website and Forum Developments</b></p> <p>No update.</p>		

15.2	<b>Emails and Cloud Storage</b>  The Chair reported that he had made no further progress with setting up new Councillor email addresses and would now seek professional help.	CS	
15.3	<b>The Lee Newsletter</b>  The following matters will be included in the next newsletter: <ul style="list-style-type: none"> <li>• Community Board</li> <li>• Rationale for the Hedge Removal</li> </ul>		
16.	<b>DATES FOR MEETINGS</b>		
16.1	Date for next full meeting is: <ul style="list-style-type: none"> <li>• 11<sup>th</sup> November 2025 at 7pm</li> </ul>		
16.2	<b>Dates for 2026</b> TLPC agreed to review the meeting start time again for 2026 meetings. <ul style="list-style-type: none"> <li>• 13<sup>th</sup> January</li> <li>• 10<sup>th</sup> March</li> <li>• 19<sup>th</sup> May</li> <li>• 21<sup>st</sup> July</li> <li>• 8<sup>th</sup> September</li> <li>• 10<sup>th</sup> November</li> </ul>	All	
<p><b>The meeting closed at 8.30pm</b></p> <p><b>CHAIR</b>..... <b>Date</b> .....</p>			

## FINANCIAL SUMMARY

REPORTING PERIOD: 1st April 2025- 31st August 2025

<b>1. Current account bank reconciliation</b>		
	<b>Opening balance 1 April 2024</b>	<b>9,773.08</b>
<b>A</b>	Income - current year	17,184.50
	Transfers from savings	-
	<b>Receipts Subtotal</b>	<b>17,184.50</b>
<b>B</b>	Cheques paid last financial year and presented this year	-
<b>C</b>	Expenditure - current year(minus unrepresented chqs in this financial year)	8,050.37
<b>D</b>	Transfers to savings	-
<b>E</b>	<b>Payments Subtotal</b>	<b>8,050.37</b>
<b>E</b>	<b>Closing balance = (Opening Balance + A)-E</b>	<b>18,907.21</b>
<b>F</b>	Cheques paid last financial year that have not been presented	-
<b>G</b>	Unpresented cheques this year	-
<b>H</b>	<b>Unpresented cheques total</b>	<b>-</b>
	<b>Total Committed Expenditure to date for financial year (D+H)</b>	<b>8,050.37</b>

<b>2. NEW Savings account bank reconciliation</b>		
	<b>Opening balance 1 April 2025</b>	<b>15,844.29</b>
<b>A</b>	Receipts - current year	
	Interest	92.68
	<b>Income Subtotal</b>	<b>92.68</b>
<b>B</b>	Payments	-
	<b>Expenditure Subtotal</b>	<b>-</b>
<b>C</b>	<b>Closing balance = (Opening Balance + A)-B</b>	<b>15,936.97</b>

<b>3. Bank Reconciliation</b>		
	<b>Opening balance 1 April 2025</b>	<b>25,617.37</b>
<b>A</b>	Current Account	18,907.21
	Savings Account	15,936.97
	<b>Total Cash in Bank</b>	<b>34,844.18</b>