

The Lee Parish Council

Minutes of the meeting of THE LEE PARISH COUNCIL (TLPC) held at The Lee Parish Hall on Tuesday, 13th January 2026 at 7.30pm

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

Agenda Number		Action	Item
1	<p>INTRODUCTORY REMARKS BY CHAIR</p> <p>Councillor Sully welcomed everyone to the meeting.</p>		
2.	<p>APOLOGIES</p> <p>Apologies had been received from Cllr Baggaley</p>		
3.	<p>APPROVAL OF MINUTES OF PREVIOUS MEETING</p> <p>The minutes of the Parish Council Meeting held on 11th November 2025 were approved. The Chair signed the minutes, and a copy will be published on the website.</p>		
4.	<p>MATTERS ARISING FROM MINUTES NOT ITEMISED SEPARATELY</p> <p>Matters arising that are carried forward</p> <ul style="list-style-type: none"> • Location for new benches • Storage cupboard • Establish boundary of playground and allotments • Noisy Dogs • Skip • Emails and cloud storage • Internal Audit recommendations for website 	CS/HF	
5.	<p>DECLARATIONS OF INTEREST ON FORTHCOMING BUSINESS</p>		

Agenda Number		Action	Item
	Cllr Bunce has an interest in one invoice.		
6.	<p data-bbox="220 275 919 309">REPORT FROM BUCKS UNITARY COUNCILLORS</p> <p data-bbox="220 351 1155 421">The Parish Council received a report from the Buckinghamshire Unitary Councillors.</p> <p data-bbox="220 454 699 488">Buckinghamshire Council Budget</p> <p data-bbox="220 490 1187 557">Councillors were advised that Buckinghamshire Council's budget has now been agreed.</p> <p data-bbox="220 591 762 624">Highways and Roadworks Programme</p> <p data-bbox="220 627 1195 725">The schedule of programmed highways works across the county has been issued by Buckinghamshire Council. However, significant concerns were raised regarding highways communication and responsiveness.</p> <p data-bbox="220 759 1227 925">Cllr Sully highlighted ongoing difficulties in obtaining meaningful engagement with the Highways department. Councillors expressed frustration that the primary reporting route remains the "Fix My Street" system. Issues are triaged, but in many cases no further action appears to follow, and no clear feedback is provided to residents or the Parish Council.</p> <p data-bbox="220 958 732 992">Specific Highways Concerns Raised</p> <ul data-bbox="268 994 1238 1462" style="list-style-type: none"> <li data-bbox="268 994 1238 1160">• Corner of Hunts Green – Councillors expressed serious safety concerns regarding this location, stating that the current condition presents a significant risk and that "there will be a death" if no action is taken. The response from Buckinghamshire Council to date was described as very poor. <li data-bbox="268 1162 1238 1361">• Blocked gullies – Gullies are reportedly full of silt and have been repeatedly reported. The response received indicates they are not currently on a maintenance schedule. As a result, the road floods and kerb lines become obscured. Councillors confirmed this has been logged on Fix My Street and escalated to the Local Area Technician (LAT), but no remedial works have yet taken place. <li data-bbox="268 1364 1238 1462">• Redundant road signs – Redundant or damaged signage has been reported. While the LAT advises that reports have been passed to the relevant department, no follow-up action appears to have been taken. <p data-bbox="220 1496 1190 1563">Cllr Fulford agreed to escalate the above highways issues on behalf of the Parish Council.</p> <p data-bbox="220 1597 1214 1796">A robust discussion followed regarding the overall deteriorating condition of roads within the parish and the ineffectiveness of the current reporting system. Councillors noted that they are consistently asked to provide evidence, yet even when evidence is submitted, progress is minimal or non-existent. It was agreed that further escalation to Buckinghamshire Council is required.</p> <p data-bbox="220 1830 606 1863">Local Plan – Traveller Sites</p> <p data-bbox="220 1865 1150 1933">Councillors noted that as part of the Local Plan process there is to be a review of traveller sites.</p> <p data-bbox="220 1966 1206 2033">At present, there is no confirmed determination date for the current traveller site application.</p>		

Agenda Number		Action	Item
7.	COMMENTS OR QUESTIONS FROM THE PUBLIC		
	None present.		
8.	CLERK'S REPORT		
	Councillors approved the clerk's recommended internal auditor, Bridget Knight.		
9.	CHAIR'S REPORT		
9.1	<p data-bbox="220 745 1177 880">Neighbourhood Watch/burglaries/policing</p> <p data-bbox="220 745 1177 880">The spate of burglaries / attempted break-ins in The Lee and surrounding area in the last quarter of 2025 appears to have abated. Whether this is a result of actions taken locally, (including TVP's 'Operation Grotto') or just criminals moving on, is not clear.</p> <p data-bbox="220 913 1177 981">The creation of local Neighbourhood Watch groups has been initiated with further movement/developments now expected.</p> <p data-bbox="220 1014 1177 1115">The Parish Council has arranged for a leaflet on home security (from TVP/BC) to be distributed to every household in the parish with the February Newsletter.</p>		
9.2	<p data-bbox="220 1160 419 1193">Other matters</p> <p data-bbox="220 1227 1177 1350">Community Broadband Follow-up needed on the Gigabit Broadband Voucher Scheme information - GOV.UK which may (or may not) have some relevance to The Lee. Follow-up with Scheme Administrators and with BC/ECCB.</p> <p data-bbox="220 1395 1177 1518">Rural England Prosperity Fund – Capital Projects Prompted by the Clerk, The Lee Parish Hall Committee was successful in applying for a grant from this fund towards the scheduled re-insulation work at the Parish Hall.</p>	CS	
10.	COUNCIL PROPERTY – REPORTS AND ACTIONS		
10.1	<p data-bbox="220 1641 834 1675">Playground equipment, benches and tables</p> <ul data-bbox="236 1709 1233 1877" style="list-style-type: none"> <li data-bbox="236 1709 1233 1809">• Improvement works to the ground surface are required following the recent developments at the playground. A timeline for completion will be identified. <li data-bbox="236 1809 1233 1877">• Coordination with EKFB regarding fencing requirements is ongoing. A further on-site meeting will be needed. 		
10.2	<p data-bbox="220 1921 786 1955">Grass, trees, hedges, gates and fencing</p> <p data-bbox="220 1989 1233 2056">A meeting with Tactical will be arranged ahead of Spring to confirm the scope of work required for ground maintenance at the allotments and playground.</p>		

10.3	<p>Allotment and Tenancies</p> <ul style="list-style-type: none"> All individual plots look well managed and maintained for this time of year Still have the issue with Tactical. They normally do their top cut and tidy of all unused plots in November however since the summer when they cut about 3 plots (not all the correct ones) nothing else has been done. The water tank cover just as you go in from Oxford Street has been rotting slowly. However, the recent weather has ripped off the felt and exposed the wood. A new cover will be required. The willows have been trimmed and tidied 	AB	
10.4	<p>Well and Memorial</p> <p>Nothing to report.</p>		
10.5	<p>Lee Clump Pond</p> <p>The sale of Lee Clump Pond is now complete. This will be removed from the insurance policy.</p>		
10.6	<p>Barnaby Usbourne Memorial Tree</p> <p>The parish council is still considering contractors to lay foundation slabs for the bench area.</p>		
11	<p>FINANCE & GOVERNANCE</p>		
11.1	<p>To note the accounts for period-end 31st December 2025</p> <ul style="list-style-type: none"> The accounts have been reconciled with Bank Statements. Significant monies have been received in December from the sale of the Pond; the Grant for the playground and from VAT recovery. 		
11.2	<p>To note the projected income/expenditure for 2025/26</p> <p>The updated estimates of the end-year position indicate a surplus of around £10,800 (roughly £8,000 better than budget). This mainly reflects the sale of the pond, but also includes the fact that:</p> <ul style="list-style-type: none"> The playground fort improvements were funded from a Bucks Council Grant (expected last year but received this year) and specific TLPC allocated funds put into Reserve last year The new climbing frame has been entirely funded this year from an HS2 CEF Grant Back-dated Pension and NIC contributions have been made Reduced expenditure on maintenance including grass cutting, the playground and other assets. 		
11.3	<p>To consider a 3-yr projection in preparation for discussion on the 2026/27 budget and precept</p> <p>The year-end position and the end-off year Reserves have been adjusted in the attached to reflect the above projection, and a revised forecast has been made for the next 3 years (see Appendix 2). It is worth noting that we have done particularly well for Grants over the past 12 months. Assuming no new grants in the coming years, the projected expenditure returns to a more 'normal' pattern.</p>		

	Councillors agreed a budget of £29,035.00											
11.4	<p>To discuss and agreed the level of precept for 2026/27</p> <p>The projection sees our general reserves roughly equating to annual Precept at the end of this year and continuing over the period. The aim for the council is to maintain a general reserve approaching 100% of our annual expenditure. At present it looks like an increase just below 5% next year will keep us on this course.</p> <p>£28,000.00 precept agreed.</p>											
11.5	<p>Bank Mandate</p> <p>Cllr Baggaley, Cllr Bunce and Cllr Burrage will be added to the bank mandate.</p>	HF										
	<p>Internal Auditor</p> <p>A number of internal auditors have been contacted to ascertain their costs and availability.</p>	HF										
11.6	<p>Invoices approved:</p> <ul style="list-style-type: none"> • Tactical Maintenance - £208.16 • Surrey Hills Solicitor - £810.00 • DCK Accounting - £46.80 • RG Bunce & Son - £1476.00 											
12.	TO RECEIVE REPORTS AND CONSIDER ACTIONS ON BUCKINGHAMSHIRE COUNCIL ISSUES											
12.1	<p>To receive recent reports of concern regarding roads and footpath</p> <p>Discussed under minute 6.</p>											
12.2	<p>Footpaths</p> <p>Nothing to report.</p>											
12.3	<p>Roads</p> <p>Nothing to report.</p>											
12.4	<p>To receive an update from the Clerk on recent planning decisions</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 25%;">Planning Application</th> <th style="width: 50%;">Address</th> <th style="width: 25%;">Decision</th> </tr> </thead> <tbody> <tr style="background-color: #cccccc;"> <td colspan="3">Decision Completed</td> </tr> <tr> <td>PL/25/3296/FA</td> <td>White Cottage Swan Bottom The Lee Buckinghamshire HP16 9NQ</td> <td>Conditional Permission</td> </tr> </tbody> </table>	Planning Application	Address	Decision	Decision Completed			PL/25/3296/FA	White Cottage Swan Bottom The Lee Buckinghamshire HP16 9NQ	Conditional Permission		
Planning Application	Address	Decision										
Decision Completed												
PL/25/3296/FA	White Cottage Swan Bottom The Lee Buckinghamshire HP16 9NQ	Conditional Permission										

	PL/25/2998/FA	Brunsgreen Swan Lane The Lee Buckinghamshire HP23 6NS	Conditional Permission		
Decision Pending					
	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	Change of use of land from agricultural to residential caravan site for Gypsy and Traveller families, consisting of 5 pitches, each comprising 1 static caravan, 1 touring caravan & associated amenities	Comments submitted Decision Pending		
	PL/25/4566/KA	Church Farmhouse Swan Bottom Road The Lee Buckinghamshire HP16 9LZ	No comments		
Comments to be submitted					
<ul style="list-style-type: none"> • PL/25/6796/FA - North Acre Swan Bottom The Lee Bucks HP16 9NN • PL/25/5717/FA - Church Farm Barn Swan Bottom Road The Lee Buckinghamshire HP16 9LZ • PL/25/5570/HB - Church Farm Barn Swan Bottom Road The Lee Buckinghamshire HP16 9LZ • PL/25/5569/FA - Church Farm Barn Swan Bottom Road The Lee Buckinghamshire HP16 9LZ • PL/25/5718/HB - Church Farm Barn Swan Bottom Road The Lee Buckinghamshire HP16 9LZ 					
12.5	Kingsgate Farm				
	No further updates.				
13.	HS2 CONSTRUCTION AND ENGAGEMENT				
	Reset / Review				
	Nothing new to report (see December Newsletter).				
	Local road/rail updates				
	<ul style="list-style-type: none"> • The final road realignment of the A413 at Small Dean will require overnight closures this year. • Further temporary lane closures on the A413 on the Wendover by-pass are expected through January and February. 				
	GMI/2 closure				
	Late in 2025, HS2 announced the closure (for 12 months) of this footpath with a diversion up/down Frith Hill and along Potter Row. GM and The Lee PCs were concerned about this and requested further review by BC/HS2/ALIGN. The Lee commented as follows:				
	<ul style="list-style-type: none"> • As well as bringing specific local problems, this footpath closure (entirely within GM parish), also adds to the general issue of walking access up 				

and down the hills between GM and Wendover on this side of the Misbourne valley.

- It was originally not planned that GMI/2, 12 and 13 would all be closed at the same time. We also have the continuing closures of TLE/2, 5, 6 and 9 and the continuing restrictions on TLE/3 – now the only open footpath up/down the hill between GM and Wendover.
- All this severely restricts local walking in this area and also affects the routing of longer distance walking, including the Chiltern Way and those starting/finishing their walk in GM.
- ALIGN’s survey (which shows low footfall on GMI/2) was - as we understand it - undertaken during early/mid-September 2025, when there will have been no schools walking, no DofE and limited adult walking groups in the area. Given that this closure is planned for 12 months, a broader view was really needed of the likely impact.
- The current plan involves a diversion up/down Frith Hill –GMPC will comment on this aspect.
- However, it also involves routing longer distance walkers along a twisty, narrow, section of Potter Row. Residents of The Lee are very concerned about this part of the plan. As well as the ‘normal’ vehicular road traffic, we also now have diverted traffic from the Leather Lane closure using this section of Potter Row and have seen traffic levels increase by 26% on the previous year since the LL closure (see monthly monitoring reports).
- Assuming the examination of alternatives to the closure has been exhausted, GM and The Lee can easily communicate this closure to most people living in the immediate area, but The Lee’s request would be that early and widespread communication of this and other continuing closures is given to schools groups, the DofE , Ramblers , U3A and other walking groups. In The Lee we are now used to lost, tired and frustrated walkers ending up walking down narrow country lanes during the walking season; let’s not increase the risks they have to take.

Social Value Project

EKFB ‘Social Value’ project at the allotments / playground update - see Item 10.1.

Road Safety Fund

The Parish Council is still awaiting a final decision on its applications to the [HS2 / Bucks Road Safety Fund](#), (in respect of VAS in the Kings Ash (30 mph) and Lee Gate / Swan Bottom areas (40 mph) (see also Item 12.1). Cllr Chinnery and I have our usual on-line catch-up scheduled for the afternoon of Tuesday 13th January, so may have more details then.

14.1	<p>The Lee Website / Forum</p> <ul style="list-style-type: none"> • The Internal Auditor recommended TLPC publish more information on the website than we currently do about PC finances. Councillors have agreed to review (again) the financial information posted. • The storage of records problem on the server used by the Forum (first reported in September) remains. Ruth Fowler continues in discussion with the software supplier and the local service provider to try to solve this problem. We are grateful for her support on this. 	CS/HF	
14.2	<p>Emails and Cloud Storage</p> <p>Still reviewing what to do about Cllr email addresses and NextCloud.</p>	CS/HF	
14.3	<p>The Lee Newsletter</p> <p>Possibles for publishing in the February edition.</p> <ul style="list-style-type: none"> • HS2 update • Burglaries/policing/Neighbourhood Watch • Precept increase 	CS	
15.	<p>DATES FOR MEETINGS</p>		
15.1	<p>Date for next full meeting is:</p> <ul style="list-style-type: none"> • 10th March 2026 at 7.30pm <p>To note the following dates for meeting is 2026: 19th May; 21st July; 8th September and 10th November</p>		
<p>The meeting closed at 8.30pm</p> <p>CHAIR..... Date</p>			

FINANCIAL SUMMARY

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

1. Current account bank reconciliation		
	Opening balance 1 April 2024	9,773.08
A	Income - current year	55,233.30
	Transfers from savings	-
	Receipts Subtotal	55,233.30
B	Cheques paid last financial year and presented this year	-
C	Expenditure - current year(minus unrepresented chqs in this financial year)	38,512.91
D	Transfers to savings	-
E	Payments Subtotal	38,512.91
E	Closing balance = (Opening Balance + A)-E	26,493.47
F	Cheques paid last financial year that have not been presented	-
G	Unrepresented cheques this year	-
H	Unrepresented cheques total	-
	Total Committed Expenditure to date for financial year (D+H)	38,512.91

2. NEW Savings account bank reconciliation		
	Opening balance 1 April 2025	15,844.29
A	Receipts - current year	
	Interest	271.39
	Income Subtotal	271.39
B	Payments	-
	Expenditure Subtotal	-
C	Closing balance = (Opening Balance + A)-B	16,115.68

3. Bank Reconciliation		
	Opening balance 1 April 2025	25,617.37
A	Current Account	26,493.47
	Savings Account	16,115.68
	Total Cash in Bank	42,609.15