The Lee Parish Council

Minutes of the meeting of THE LEE PARISH COUNCIL (TLPC)
held at The Lee Parish Hall on Tuesday, 8th September 2026 at 7.30pm

Present	Councillor C Sully (Chair)	CS
	Councillor A Bunce	AB
	Councillor G Baggaley	GB
	Councillor H Barrett-Mold	HBM
	Councillor D Chinnery	DC
	Councillor J Wilkinson	JW
	Councillor S Burrage	SB
In Attendance	Mrs H Farrelly (Clerk)	HF
	Bucks Cllr Fulford	

Agenda Number		Action	Item
1	**INTRODUCTORY REMARKS BY CHAIR** Councillor Sully welcomed everyone to the meeting.		
2.	**APOLOGIES** None		
3.	**APPROVAL OF MINUTES OF PREVIOUS MEETING** The minutes of the Parish Council Meeting held on 21st July 2026 were approved. The Chair signed the minutes, and a copy will be published on the website.		
4.	**MATTERS ARISING FROM MINUTES NOT ITEMISED SEPARATELY**		
	Matters arising that are carried forward • Location for new benches • Storage cupboard • Establish boundary of playground and allotments • Skip	**CS/HF**	
5.	**DECLARATIONS OF INTEREST ON FORTHCOMING BUSINESS** None		
6.	**REPORT FROM BUCKS UNITARY COUNCILLORS**		

Agenda Number		Action	Item
	Cllr Fulford reported that, despite the quieter summer period, there had been a number of significant developments, particularly in relation to planning policy and the emerging Buckinghamshire Local Plan. The Regulation 19 consultation on the Draft Local Plan for Buckinghamshire had now closed, on 6 September 2026. The representations received would be reviewed by Buckinghamshire Council's Planning Department before the Plan, supporting evidence and consultation responses were submitted to the Planning Inspectorate for independent examination. The Council was required to submit the Plan by 31 December 2026, subject to approval by Full Council in November. At this stage, only limited minor amendments, such as factual updates and corrections, could be made by the Council; any substantive changes required to make the Plan sound would subsequently be considered through the examination and modification process. Cllr Fulford also advised that a number of other consultations were underway or due to commence, including consultation on the Council's Homelessness and Rough Sleeping Strategy. Work was also beginning on Buckinghamshire Council's budget for the next financial year, with future projects and spending priorities starting to come forward for consideration. Turning to changes to the planning system, Cllr Fulford referred to a recent Planning Forum and advised that a recording of the session was available for councillors who had been unable to attend. She highlighted that significant changes were being introduced to the way planning applications would be determined, arising from changes to national planning policy and associated reforms. Of particular significance was the Government's proposed requirement concerning major residential applications of 150 dwellings or more. The Government had announced its intention that where a Local Planning Authority was minded to refuse an application for 150 or more homes, the application would have to be referred to the Secretary of State, providing an opportunity for the Government to consider whether the application should be called in for determination. Cllr Fulford also drew attention to forthcoming changes to the Scheme of Delegation for planning applications, which would substantially alter the existing arrangements under which elected councillors could request that particular applications be determined by the Planning Committee rather than by officers. She advised that the existing councillor "call-in" arrangements would cease from 31 October 2026, and councillors wishing to call in applications under the current system should therefore ensure that requests were made before that deadline. Under the new arrangements, planning applications would broadly fall within two schedules. Schedule 1 applications, including residential developments of up to 10 dwellings, would normally be determined by designated planning officers under delegated powers. Applications falling within Schedule 2 would be considered by the relevant planning officer in consultation with the Chief Planning Officer to determine whether there were sufficient grounds for the application to be referred to the Planning Committee. It was noted that applications involving a known or declared interest could still be referred to Committee where appropriate. The practical effect of the changes would be that applications for developments of 10 dwellings or fewer		

Agenda Number		Action	Item
	would ordinarily be determined by planning officers rather than the Planning Committee, representing a significant reduction in the ability of individual councillors to secure Committee consideration through the existing call-in procedure. Cllr Fulford indicated that the revised arrangements were expected to become fully apparent during April/May 2027. In the meantime, councillors were encouraged to familiarise themselves with the new procedures and, where there were current applications which they believed warranted Committee consideration, to be mindful of the 31 October deadline for using the existing call-in arrangements. Cllr Fulford advised that there continued to be concerns regarding the transparency of Buckinghamshire Council's Highways service. County Councillors were required to raise issues through the FixMyStreet system, although they also held monthly meetings with the Highways team. The next meeting was scheduled for 21 September 2026 and Cllr Fulford confirmed that she could pursue outstanding matters on the Parish Council's behalf. It was noted that councillors for the Chesham North ward would also be meeting with the Highways team. Cllr Sully expressed continued concern that issues reported on Fix my Street appear to not progress and, in some cases, are removed from the system before they have been dealt with which leads to increased frustrations.		
7.	**COMMENTS OR QUESTIONS FROM THE PUBLIC**		
	None		
8.	**CLERK'S REPORT**		
	Nothing to report.		
9.	**CHAIR'S REPORT**		
9.1	Nothing to report.		
10.	**COUNCIL PROPERTY – REPORTS AND ACTIONS**		
10.1	**Playground equipment, benches and tables** • The work to tackle the infill and erosion of banks at the children's fort (and to treat and paint top of slide) was completed in July by PFL. There followed an intense period of watering by Cllrs of the newly lad turf / matting through heatwaves. TLPC is grateful to councillors who kept up the watering schedule through August until the rains came! Most of the turf is now well established, although a small area next to the slide has been kept cordoned off and will need attention / seeding in the coming weeks.		

Agenda Number		Action	Item
	• TLPC await the replacement of the flat seat swing seats, which are on order by PFL. • The routine inspection of the playground by the independent safety officer took place in August and we await the report, following receipt of which TLPC will consider other work / budgets for playground work this year. • The sign on the gate as you enter the playground/allotments area from Oxford Street had become loose and has now been fixed. Thanks were extended to Cllrs Bunce, Baggaley, Wilkinson and Barratt-Mold for continuing with the watering schedule over the very hot summer months to ensure the new grass bedded in.		
10.2	**Grass, trees, hedges, gates and fencing** The work, previously agreed, to replace the hedge between the allotments and the children's playground with a fence and gate, was being scheduled for September.		
10.3	**Allotments and Tenancies** Work has been agreed with the contractor to brushcut unused plots and then cover them with weed suppressant material. It is hoped that this will encourage new tenants to take on some of these vacant plots. Councillors considered the allotment rent and agreed to keep this at £40 in September 2027.		
10.4	**Well and Memorial** • Jubilee Well – all in good condition and locks secure, although half a tile has come loose along the bottom edge of the roof in one place. Not a problem now but should be considered as a minor repair in due course. • War Memorial – all in good order • Sign boards – all in good order		
10.5	**Barnaby Usbourne Memorial Tree** • As reported at the last meeting, a little re-seeding is still also needed around this area. This should be undertaken at the same time as the work on the fort (see above). • TLPC is grateful to the Usborne family for their watering of this area through the summer.		
11	**FINANCE & GOVERNANCE**		
11.1	**To note the accounts for period-end 1st April 2026 to 31st August 2026** • The balance on the recent playground work (£3,694) has been paid in September.		
11.2	**To note the projected income/expenditure for 2026/27** • The original budget projected a £2,900 surplus for the current year.		

Agenda Number		Action	Item
	• Having updated the projections for the additional Playground and Hedging work previously approved, the total amount needed to be taken from Reserves at the year-end is likely to be around £4,000. • The double payment for TLPC's PO Box is being addressed.	**HF**	
11.3	**To review Audit reports for 2025/26** • Discussion with the External Auditors (PFK) about the differences between 24/25 and 25/26 financial years have once again been protracted, but we believe they are now satisfied. Today the Clerk has received the final external audit paperwork. • The council will need to consider an accessibility statement and a publication policy for the website which we are looking into and will bring to the November meeting. • The council has also been asked by the auditor to consider whether the name on our website / emails should be changed to make it clear we are a Parish Council (e.g. cllr.xxxxxxx@theleeparishcouncil.gov). Council have decided to keep the website as it currently is. • The Chair has written to BMKALC in support of NALC's campaign to raise the threshold for the need for an External Audit from £25,000, where it has been for over 15 years, to something nearer £50,000.		
11.4	**Bank Mandate** Councillors were reminded of the importance of authorising payments promptly once they had been set up on the bank account, in order to avoid unnecessary delays in settling invoices.		
11.5	**To note Clerk Salary increase and back pay** The NJC National Pay Scales have been agreed with a 3.30% pay increase. The Clerk's salary for Q2 payroll will be adjusted to take into account this pay increase, as well as the back pay for the first quarter.		
11.6	**Invoices approved:** • PFL Group - £3693.68 • Tactical - £242.50 • Tactical - £242.50 • Newsletter - £135.00		
12.	**TO RECEIVE REPORTS AND CONSIDER ACTIONS ON BUCKINGHAMSHIRE COUNCIL ISSUES**		
12.1	**Footpaths** TLPC received residents' enquiries recently about the appearance of CA17 forms along footpaths in the area regarding "Notice of Deposits". The Clerk included something in the September Newsletter to explain what this was all about (a landowner making a deposition at Bucks Council to the effect that they did not intend establishing further PROWs on their land) A trip hazard from an exposed cable on TLE/30 is "being investigated".	GB	

Agenda Number		Action	Item
	TLPC have also had more people complaining recently about dog poo on footpaths.		
12.2	**Roads** Since the last TLPC meeting, virtually no progress has been made on these issues raised with Bucks Highways. Comments will be raised as a group with Bucks Council and request a meeting. **1. BOAT between Old Swan and Cornerwood** F-my-S said *"Action scheduled"* but notification has now been removed. A visit was made and some aggregate was spread. **2. Road between Pipers and the Hunts Green** F-my-S said *"This section of road is currently on our Capital Maintenance list for extensive resurfacing which we hope will be carried out within the next 12-24 months. In the meantime, we will continue to monitor this road surface as part of our routine safety inspections."* But has now been removed from F-my-Street. The road continues to degrade, so the question is "when?" 3. **Bottom of Red Lion Hill** Drains/gullies installed by BC unable to prevent flooding. Need for action in respect of road sweeping and gully-clearance identified in June. F-my-S says work scheduled. (no time frame). Followed up with Elliot Polmer, but no timescales given. 4. **HS2 Road Safety Fund project** – signage improvement in Kings Ash, Lee Gate, Swan Bottom. The recent serious accident at the Swan Bottom cross-roads has again highlighted the issues along this road. We are again waiting for a response from Bucks Council.		
12.3	**To receive an update from the Clerk on recent planning decisions**		

Planning Application	Address	Decision
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/26/04316/FA	Land North Of Swan Bottom The Lee Buckinghamshire	Comments submitted Decision Pending

Agenda Number		Action	Item
	PL/26/05303/FA — Emmanuel Hall Swan Bottom The Lee Buckinghamshire HP16 9NN — Comments submitted Decision Pending PL/26/05403/FA — Crawshays Cottage Lee Clump Farm Princes Lane Lee Common Buckinghamshire HP16 9NB — Comments submitted Decision Pending **Comments to be submitted** PL/26/06715/FA - The Manor Gardens Field End Lane The Lee Buckinghamshire HP16 9NA – no comments PL/26/06615/EU - Elmwood Swan Bottom The Lee Buckinghamshire HP16 9NQ – comments to be submitted		
13.	**HS2 CONSTRUCTION AND ENGAGEMENT**		
13.1	**1. Local road / PROW updates** • Potter Row closed for 3 to 4 weeks at junction with Leather Lane • Leather Lane could be re-opened in early November (tbc) • closure of Bowood Lane to pedestrians delayed to October • further closures of the A413, London Road in 2027 to allow the final re-alignment of the road • the re-opening of Bowood Lane to motor-traffic will not be before August 2027 **2. Programme of Works** A summary of local HS2 works over the next 2 years was included in the September Newsletter. **3. Road Safety Fund** Still awaiting confirmation of this work, which will include: 1. New roundel markings on the road in the 30-mph section in Kings Ash 2. Supplementary speed signs at various locations 3. Supplementary hazard signs (bend, junction, cross-roads, road narrows, etc) 4. New SLOW markings on the road surface through Lee Gate 5. Refreshing other road markings, including give way markings at the Swan Bottom cross-roads 6. Cleaning signs and removing excess vegetation.		
14.	**TO RECEIVE REPORTS AND CONSIDER ACTIONS ON PARISH COMMUNICATIONS**		
14.1	**The Lee Website / Forum** • The Lee website and Forum suffered an outage in July/August due to a world-wide cyberattack on WordPress software. Although WordPress reacted quickly and the website was restored within 48 hours from back-ups, the link to the 'Asgaros' Plug-in (used to run the Forum) was broken. Holidays both within The Lee and at our service provider (Sinorrah) delayed a fix.		

Agenda Number		Action	Item
	In the end, the problem was traced to empty files being left after the WordPress back-up and restore, which simply needed deleting before Argaros could be re-installed. All is now well and further updates and back-ups have been taken. We have agreed that a wider review of the Forum systems and support is needed. • The storage of records problem on the server used by the Forum (first reported in September 2025) is still being investigated • A resident has also pointed out a systems fault in the Calendar on the website, which we are also investigating.	**HF/CS**	
14.2	**Emails and Cloud Storage** • The External Audit has raised the issue as to whether our website and email addresses should make it clear that we are a Parish Council (e.g. cllr.xxx@theleeparishcouncil.org) We are investigating.	**HF**	
14.3	**The Lee Newsletter** Possibles for publishing in the Oct issue. • Dog Poo • Cutting Hedges • Parking		
15.	**DATES FOR MEETINGS** **To note the following dates for meeting is 2026:** • The date for last meeting in 2026 is 10th November at 7:30 pm • The proposed meeting dates for 2027 are 12th January, 9th March, 11th May, 13th July, 14th September and 9th November (second Tuesdays of alternate months).		
	The meeting closed at 8.44pm **CHAIR……..…… Date ……**		

APPENDIX 1

FINANCIAL SUMMARY **REPORTING PERIOD: 1st April 2026-30th June 2026**

1. Current account bank reconciliation

	Opening balance 1 April 2026	**18,677.53**
A	Income - current year	14,000.00
	Transfers from savings	-
	Receipts Subtotal	**14,000.00**
B	Cheques paid last financial year and presented this year	-
C	Expenditure - current year(minus unpresented chqs in this financial year)	11,156.11
D	Transfers to savings	-
E	**Payments Subtotal**	**11,156.11**
E	**Closing balance = (Opening Balance + A)-E**	**21,521.42**
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)	**11,156.11**

2. NEW Savings account bank reconciliation

	Opening balance 1 April 2026	**16,198.80**
A	Receipts - current year	
	Interest	78.75
	Income Subtotal	**78.75**
B	Payments	-
	Expenditure Subtotal	**-**
C	**Closing balance = (Opening Balance + A)-B**	**16,277.55**

3. Bank Reconciliation

	Opening balance 1 April 2025	**34,876.33**
A	Current Account	21,521.42
	Savings Account	16,277.55
	Total Cash in Bank	**37,798.97**