

The Lee Parish Council

Clerk: Hayley Farrelly

To Councillors: D Chinnery, R. Fowler, C Little, S Moule, C Perry, C Sully, A Weir

NOTICE OF MEETING

**You are hereby summoned to attend a meeting of
THE LEE PARISH COUNCIL**
to be held at **The Lee Parish Hall** on **Tuesday, 17th May 2022**
at 7.30 pm for the purpose of transacting the following business:

Members of the Public and Press welcome

AGENDA

- 1 Introductory remarks by Chairman**
- 2 Delegation of decision-making powers**
- 3 Election of Chair**
- 4 Election of Vice-Chair**
- 5 Apologies for absence**
 - 5.1 To receive apologies for absence from Councillors
- 6 Approval of Minutes of previous meeting**
 - 6.1 To approve the minutes of the Parish Council Meetings held on **15th March 2022**
- 7 Matters arising from Minutes not itemised separately**
- 8 Declarations of interest on forthcoming business**
- 9 Report from Buckinghamshire Councillors**
- 10 Comments or questions from the public**
- 11 Resignation of councillors and advertising of two Casual Vacancies**
- 12 Clerk's report**
 - 12.1** To receive an update from the Clerk on other **administrative issues**

13 Finance & Governance:

- 13.1 To note the Accounts for year-end 31st March 2022
- 13.2 To approve draft Year-End accounting statements
- 13.3 To note progress for the **Internal Audit** for 2021/22
- 13.4 To agree a **Certificate of Exemption** from the need for an **External Audit for 2021/22**
- 13.5 To agree a date and procedure to sign off the Audit report prior to publication
- 13.6 To note the Accounts for period-end 30th April 2022
- 13.7 To note budget and projected income / expenditure for 2022/23
- 13.8 To approve the following Invoices:
 - Zurich Insurance - £1053.22
 - Sinorrah - £38.39
 - Sinorrah - £217.15
 - DCK Accounting - £42.00
 - DCK Accounting - £30.00
 - Playground Expenses - £34.35
 - BMKALC - £117.74
- 13.9 To review and approve governance documents
 - Code of Conduct
 - Standing Orders
 - Financial Control
 - Media Policy

14 To Receive reports and consider actions on TLPC property and assets:

- 14.1 Playground (Cllr Chinnery/Clerk)
- 14.2 Grass, Trees, Hedges, Gates, Playground/Allotment Benches, Well and Memorial (Cllr Perry/Clerk)
- 14.3 Allotments (Cllr Weir/Clerk)
- 14.4 New assets
 - Fencing at the allotments (Cllr Sully/Cllr Weir/Cllr Perry)
 - New picnic tables and benches (Clerk)
- 14.5 Roadside benches (Cllr Chinnery)
- 14.6 Land registration and ownership (Cllr Little)
- 14.7 Barnaby Osborne Memorial Tree (Cllr Perry)

15 To Receive reports and consider actions on Buckinghamshire Council issues:

- 15.1 Footpaths (Cllr Chinnery)
- 15.2 Roads (Cllr Moule/Clerk)
- 15.3 Twenty is Plenty (Cllr Moule)

16 Planning applications

- 16.1 To receive an update from the Clerk on recent decisions
- 16.2 To receive an update on any other planning issues (Cllr Little)
- 16.3 Neighbourhood Plan (Cllr Little)

17 HS2 Construction and engagement

- 17.1 To receive an update (Cllr Sully)
- 17.2 Leather Lane overbridge (Cllr Sully)

18 Parish communications

- 18.1 To receive an update on website/Forum developments (Cllr Sully)
- 18.2 To receive an update on Emails and Sharepoint (Cllr Fowler)
- 18.3 To agree items for the next Newsletter

19 Local engagement

- 19.1 Platinum Jubilee celebrations (Cllr Fowler)
- 19.2 The Lee Flower Show (Cllr Fowler)
- 19.3 Homes for Ukraine (Cllr Fowler)
- 19.4 Community Board Event (Cllr Fowler)
- 19.5 BMKALC representation (Cllr Fowler)

20 Delegation of decision making powers

21 To confirm date of Next Meeting of TLPC