

## The Lee Parish Council

### Minutes of the meeting of THE LEE PARISH COUNCIL (TLPC) held on Monday, 27<sup>th</sup> June 2022 at 7:30 pm in The Lee Parish Hall

<b>Present</b>	Councillor R Fowler (Chair)	RF
	Councillor A Bunce (co-opted under Item 2)	AB
	Councillor D Chinnery	DC
	Councillor C Little	CL
	Councillor C Sully	CS
<b>Apologies</b>	Councillor S Moule	SM
	Councillor N Rose (co-opted under Item 2)	NR
	Mrs H Farrelly (Clerk)	HF

Agenda Number		Action	Item
1.	<p><b>INTRODUCTORY REMARKS BY CHAIRMAN</b></p> <p>Councillor Fowler welcomed everyone to the meeting and explained that this was an additional TLPC meeting called specifically to consider and approve financial and audit documents for the year ending 31<sup>st</sup> March 2022, approval of which was necessary before 1<sup>st</sup> July 2022.</p> <p>The meeting agreed that this was not a suitable meeting at which to consider the Minutes of and Matters arising from the previous TLPC meeting, held on 17<sup>th</sup> May 2022, and agreed instead to carry them forward to the next TLPC meeting on 26<sup>th</sup> July 2022.</p>	HF	22/61
2.	<p><b>CO-OPTION OF NEW COUNCILLORS</b></p> <p>Councillor Fowler reported that two applications were received by the closing date for the two councillor vacancies advertised recently.</p> <p>The meeting confirmed the co-option of Adam Bunce and Nick Rose as TLPC Councillors.</p>	HF	22/62
3	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Councillors Simon Moule and Nick Rose, and Parish Clerk, Mrs Hayley Farrelly had sent their apologies. In the Clerk's absence, Councillor Sully agreed to record the minutes of the meeting.</p>	CS	22/63
4.	<p><b>REVIEW OF DOCUMENTS PRIOR TO PUBLICATION</b></p>		22/64
4.1	<p><b>Internal Audit Report and Observations</b></p> <p>The meeting considered and approved the Internal Audit Report and Observations, subject to the addition at B.1 of a TLPC comment:  <i>"TLPC has considered this matter and determined that it is not essential for this parish".</i></p>	RF/HF	22/64/1

Agenda Number		Action	Item
4.2	<b>Approval of Annual Governance Statement</b> The meeting considered and approved the Annual Governance Statement.		22/64/2
4.3	<b>Approval of Accounting Statement and Other Associated Documents</b> The meeting considered and approved the Accounting Statement and Other Associated Documents.		22/64/3
4.4	<b>Notice of Public Rights</b> The meeting considered and approved the Notice of Public Rights and that it should be issued by 1 <sup>st</sup> July	RF/HF	22/64/4
5.	<b>TO CONFIRM DATE OF NEXT MEETING OF TLPC</b> Next meeting to be held at 7:30 pm on Tuesday 26 <sup>th</sup> July 2022.  The meeting closed at 7:44 pm.		22/65

Signed (Chair) \_\_\_\_\_

Date: \_\_\_\_\_