

# The Lee Parish Council

Clerk: Hayley Farrelly

Councillors: H Barrett-Mold, A Bunce, D Chinnery, C Little, N Rose, C Sully, J Wilkinson

## 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, 12<sup>th</sup> March 2024**  
at 7.30 pm for the purpose of transacting the following business:

**Members of the Public and Press welcome**

## AGENDA

- 1 Introductory remarks by Chair**
- 2 Apologies for absence**
  - 2.1 To receive apologies for absence from Councillors
- 3 Approval of Minutes of previous meeting**
  - 3.1 To approve the minutes of the Parish Council Meetings held on **16<sup>th</sup> January 2024**
- 4 Matters arising from Minutes not itemised separately**
- 5 Declarations of interest on forthcoming business**
- 6 Report from Buckinghamshire Councillors**
  - 6.1 **Communications with Bucks Cllrs**  
To review discussions with Bucks Cllrs regarding best method of communication / action
  - 6.2 **To review Bucks Council items brought forward from previous meetings:**
    - (a) Planning**
      - Comments about **handling of PL/23/2113/FA** by Planning Dept (see email Cllr Little)
      - Query Re: land being put into **Bucks New Area Plan** (raised at Chesham Community Board Meeting)
      - Request for planning briefing / discussion / training with **East Bucks Planning Officers** (see Chesham Villages Forum)
    - (b) Highways**
      - **VAS / MVAS** – is anything happening?
      - Request for contact **to discuss general traffic management and road signage** along Chartridge Lane / Red Lion Hill / Chesham lane / Rocky lane (see TLPC meeting discussion and Chesham Villages Forum)
      - **HS2 Road Safety Fund** – 2023 tranche still not announced: any updates?
- 7 Comments or questions from the public**
- 8 Clerk's report**
  - 8.1 To receive an update from the Clerk on other administrative issues

## **9 Chair's report**

- 9.1 To consider a date and format of the Annual Parish Meeting (Chair)
- 9.2 To receive an update from the Chair on matters not elsewhere tabled (Chair)

## **10 To receive reports on TLPC property and assets:**

- 10.1 Proposed contracts for grass and hedge cutting (Clerk)
- 10.2 Playground equipment (Cllr Chinnery/Clerk)
- 10.3 Benches and tables at the playground and allotments (Cllr Chinnery/Clerk)
- 10.4 Grass, trees, hedges, gates and fencing at the allotments and playground (Cllr Bunce/Clerk)
- 10.5 Allotments and tenancies (Clerk)
- 10.6 Well and Memorial (Cllr Wilkinson)
- 10.7 Roadside benches (Cllr Chinnery)
- 10.8 Lee Clump Pond (Cllr Sully)
- 10.9 Barnaby Osborne Memorial Tree (Cllr Rose)

## **11 Finance & Governance:**

- 11.1 To note the Accounts for period-end 29<sup>th</sup> February 2024 (Clerk)
- 11.2 To note budget and projected income/expenditure for 2023/24 (Chair)
- 11.3 To approve the internal auditor
- 11.4 Bank accounts and mandate (Chair)
- 11.5 To approve invoices since the last meeting (Clerk)
- 11.6 To receive an update on pension arrangements for the Clerk
- 11.7 To review and approve revised Risk Assessment & Responsibilities (Chair)

## **12 To receive reports and consider actions on Buckinghamshire Council issues:**

- 12.1 Footpaths (Cllr Chinnery)
- 12.2 Roads (Cllr Rose/Clerk)
- 12.3 BMKALC update (Cllr Rose)

## **13 Planning applications**

- 13.1 To receive an update from the Clerk on recent decisions (Clerk)
- 13.2 To receive an update on other planning issues (Cllr Little)

## **14 HS2 Construction and engagement**

- 14.1 To receive an update (Cllr Sully)

## **15 To receive reports and consider actions on Parish communications**

- 15.1 To receive an update on website and forum developments (Cllr Sully)
- 15.2 To receive an update on Emails and cloud storage (Cllr Sully)
- 15.3 To agree items for forthcoming editions of The Lee Newsletter (Chair)

## **16 Next meeting date**

- 16.1 To note date for the next meeting is 7<sup>th</sup> May 2024
- 16.2 To note other proposed dates for 2024:
  - June (date to be confirmed - additional meeting to sign-off 2023/24 accounts)
  - 2<sup>nd</sup> or 23<sup>rd</sup> July (tbc – depending on June)
  - 10<sup>th</sup> September
  - 12<sup>th</sup> November