

# **The Lee Parish Council**

Clerk: Hayley Farrelly

To 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, 14<sup>th</sup> January 2025**  
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 **11<sup>th</sup> November 2024**
- 4 Matters arising from Minutes not itemised separately**
- 5 Declarations of interest on forthcoming business**
- 6 Report from Buckinghamshire Councillors**
- 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 receive an update from the Chair on matters not elsewhere tabled (Chair)
- 10 To receive reports and consider actions on TLPC property and assets:**
  - 10.1 Playground equipment (Cllr Chinnery/Clerk/Chair)
  - 10.2 Benches and tables at the playground and allotments (Cllr Chinnery/Clerk)
  - 10.3 Grass, trees, hedges, gates and fencing at the allotments and playground (Cllr Bunce/Clerk)
  - 10.4 Allotments and tenancies (Cllr Bunce / Clerk)
  - 10.5 Well and Memorial (Cllr Wilkinson)
  - 10.6 Roadside benches (Cllr Chinnery)
  - 10.7 Lee Clump Pond (Clerk / Cllr Sully)
  - 10.8 Barnaby Osborne Memorial Tree (Cllr Rose)
- 11 Finance & Governance:**
  - 11.1 To receive an update on pension and NIC arrangements (Clerk / Chair)
  - 11.2 To approve invoices since the last meeting (Clerk)

- Clerks Salary - £2333.78
- HMRC - £577.00
- Pension Payment - £132.58

To approve invoices for payment (Clerk)

- Tactical Maintenance - £242.50
- DCK Payroll - £45.60

- 11.3 To note the Accounts for period 1<sup>st</sup> April 2024 to 31<sup>st</sup> December 2025 and projection to year end (Chair)
- 11.4 To discuss and agree the budget for 2025/26 (Chair)
- 11.5 To discuss and agree the level of Precept for 2025/26 (Chair)
- 11.6 Bank accounts and mandate (Clerk)

**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)

**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 dates for next meetings:
  - Tuesday 11<sup>th</sup> March 2025
- 16.2 To discuss TLPC meeting dates and Annual Parish Meeting post-May elections