

# **The Lee Parish Council**

Clerk: Hayley Farrelly

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

## **NOTICE OF MEETING**

You are hereby summoned to attend a meeting of  
**THE LEE PARISH COUNCIL**  
to be held in the **Parish Hall on Tuesday, 14<sup>th</sup> May 2019**  
at 7.30 pm for the purpose of transacting the following business:  
**Members of the Public and Press welcome**

## **AGENDA**

1. **Apologies for absence**  
To receive apologies for absence from Councillors
2. **Election of Officers**  
To appoint a Chairman and Vice-Chair for 2019/20
3. **Approval of Minutes of previous meeting**  
To approve the minutes of the Parish Council Meeting held on Tuesday, 12<sup>th</sup> March 2019
4. **Matters arising from Minutes not itemised separately**
5. **Declarations of interest on forthcoming business**
6. **Report from County/District Councillors**
7. **Comments or questions from the public**
8. **Clerks report**  
To receive an update from the Clerk on administrative issues
9. **Finance & Governance:**
  - 9.1 **Financial report from Financial Committee on**  
Accounts to 31<sup>st</sup> March 2019  
Internal Audit  
External Audit
  - 9.2 **Bank Account**  
Clerk and Chair to report progress and proposed actions
  - 9.3 **Budget 2019/20**  
To agree to revised budget for 2019/20, including revised Fort Proposal

To received report from Chair on Clerk's salary

#### **9.4 Invoices to approve**

- Chq 100016/HMRC - £173.20
- Chq 100017/Clerk Salary - £712.46
- Chq 100018/DCK Accounting - £30.00
- Chq 100019/All Seasons - £114.00
- Chq 100020/Lee Parish Hall - £15.00
- Chq 100021/Clerk Salary Adjustment - £194.36
- Chq 100022/All Seasons - £228.00
- Chq 100023/D.Chinnery/Maintenance Expenses - £19.55

#### **10. Council property – reports and proposed actions**

##### **10.1 Playground (Cllr Morris)**

To receive an update on inspections – The Clerk

To discuss progress with proposals to refurbish the Fort

##### **10.2 Grass, Trees & Hedges (Cllr Perry)**

To receive an update

##### **10.3 Allotments (Cllr Weir)**

To receive an update

##### **10.4 Other assets (Cllr Fowler)**

To receive an update

#### **11. Footpaths (Cllr Chinnery)**

To receive an update

#### **12. Roads**

To receive updates on Oxford Street and Chesham Lane

#### **13. Planning applications**

13.1 To receive an update from the Clerk on recent decisions

13.2 To receive an update from the Chair on other planning issues

#### **14. Parish Communications**

14.1 To agree items for next Newsletter

14.2 To agree the next Drop-in date

14.3 To consider website development

14.4 To discuss the Annual Parish Meeting (21<sup>st</sup> May)

#### **15. HS2 Hybrid Bill (Cllr Sully)**

To provide an update

#### **16. Superfast Broadband (Cllr Morris)**

To discuss current situation

#### **17. Local Area Forum (LAF) (Cllr Little)**

To consider ideas for future LAF funding