

MINUTES OF THE MANAGEMENT COMMITTEE OF EAST LEAKE PARISH COUNCIL HELD IN THE PARISH OFFICE ON TUESDAY 9th FEBRUARY 2016 AT 7.32 P.M.

Present: Councillors, Marie Males, Conrad Oatey, Glennis Robinson, Mel Roper, Kevin Shaw (Chairman), Carys Thomas, John Thurman

The Clerk Lesley Bancroft was also present.

APOLOGIES FOR ABSENCE: Cllr Ron Hetherington

15/MAN/094 CHAIRMAN'S ANNOUNCEMENTS

Further reminder about taking newsletters

15/MAN/095 DECLARATION OF INTEREST IN ITEMS ON THE AGENDA

None

15/MAN/096 TO REPORT MATTERS ARISING FROM MINUTES DATED 12th JANUARY 2016 NOT ON THE AGENDA – FOR INFORMATION ONLY

None

15/MAN/097 TO REVIEW INCOME AND EXPENDITURE UP TO 31ST JANUARY 2016

Details of the income and expenditure having been tabled and discussed was approved with no concerns raised.

**Proposed Cllr Kevin Shaw Seconded Cllr Marie Males
Agreed Unanimously**

15/MAN/098 ANNUAL REVIEW OF PARISH COUNCIL POLICIES

Safe Guarding and Protecting Children and Young People and Vulnerable Adults Policy

RECOMMENDATION

To approve the Policy

**Proposed Cllr Conrad Oatey Seconded Cllr Kevin Shaw
Agreed Unanimously**

Finance Policy (Regulations)

This is the annual review for this policy. As there were no changes since last year's review:-

RECOMMENDATION

To adopt the present regulations

**Proposed Cllr Kevin Shaw Seconded Cllr Conrad Oatey
Agreed Unanimously**

Employment Policy

There is a need to review and update the Parish Council's Employment Policy so that the Parish Council is seen to be acting appropriately as an employer and to be up to date with latest legislation. This task will take some time and in view of this the Committee is asked to use the publication "Being a Good Employer Guide" as a working document to be used until such time as the Parish Council is ready to adopt a new employment policy.

RECOMMENDATION

That the Parish Council operates in accordance with the "Being a Good Employer Guide" pending a review of the employment policy.

**Proposed Cllr Carys Thomas Seconded Cllr Conrad Oatey
Agreed Unanimously**

15/MAN/099 TO REVIEW ONGOING TASKS (EXCLUDING THOSE THAT ARE AGENDA ITEMS OF THE PARISH COUNCIL OR ITS COMMITTEES)

Neighbourhood Plan – Remove

Pension Provision – Decisions from staff regarding entry into the scheme will be required by the end February.

Local Awards Scheme – Full Council to consider the scheme further. The Clerk will list the conditions which the Council needs to be able to comply with to meet the standard.

15/MAN/100 TO REPORT CORRESPONDENCE RECEIVED SINCE THE LAST MEETING – FOR INFORMATION ONLY

None

15/MAN/101 QUESTIONS TO CHAIRMAN IN ACCORDANCE WITH STANDING ORDER 23

None

Meeting closed at 8.04pm