

MINUTES OF THE MANAGEMENT COMMITTEE OF EAST LEAKE PARISH COUNCIL HELD IN THE PARISH OFFICE ON TUESDAY 11th OCTOBER 2016 AT 7.58 P.M.

Present: Councillors, Ron Hetherington, Conrad Oatey, Glennis Robinson, Kevin Shaw (Chairman), Carys Thomas, John Thurman

The Clerk Lesley Bancroft, Cllr Donna Griggs and one member of the public were also present.

APOLOGIES: Cllr Marie Males, Mel Roper reasons given and approved

16/MAN/043 CHAIRMAN'S ANNOUNCEMENTS

- Additional item to authorise a cheque – agreed
- To allow Mr Humphries to address the committee – agreed.

16/MAN/044 DECLARATION OF INTEREST IN ITEMS ON THE AGENDA

None

The meeting closed at 8.00pm for public participation. Mr Humphries tabled a letter and spoke to the Committee to seek its views on the launch of a hot air balloon from Meadow Park during November and December 2016.

The meeting re-opened at 8.12pm. The Committee would seek the views of Rushcliffe Borough Council as owners of the land and liaise with Mr Humphries prior to the Full Council Meeting at the end of October – Agreed.

16/MAN/045 TO REPORT MATTERS ARISING FROM MINUTES DATED 13th SEPTEMBER 2016 NOT ON THE AGENDA – FOR INFORMATION ONLY

None

16/MAN/046 TO REVIEW THE OPINION OF THE EXTERNAL AUDITOR IN RELATION TO THE CERTIFIED ANNUAL RETURN

The feedback from the Auditor on two points of information were discussed.

1. Order of signing the Annual Governance Statement (Section 1) and Accounting Statement (Section 2) – Noted
2. Accounting for fixed assets as recommended by the Auditor – East Leake Parish Council would feed back its intention to reinstate the value of the Parish Office and Works Depot and the Burial Ground (Freehold Assets) to a value of £1.00 unless objections are received from the Auditor.

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

In addition the Fixed Assets Register will show “value” in place of “cost”.

8.25pm Cllr John Thurman left the room and returned at 8.29pm

16/MAN/047 TO FORMULATE A RESPONSE TO THE LOCAL GOVERNMENT FINANCE SETTLEMENT TO RECOMMEND TO FULL COUNCIL IN OCTOBER. (REFER TO DOCUMENTS PREVIOUSLY CIRCULATED)

A response having been tabled and discussed.

RECOMMENDATION

Subject to editing by Cllr Conrad Oatey, to approve East Leake Parish Council's response to the Consultation with copies to the Department of Communities and Local Government, NALC, Member of Parliament, Rushcliffe Borough Council and display on website.

**Proposed Cllr Conrad Oatey Second Cllr Glennis Robinson
Agreed Unanimously**

16/MAN/048 TO DISCUSS AND MAKE RECOMMENDATION, THE QUOTES FOR THE WORKSHOP EXTENSION

Having fulfilled the criteria for the tendering process a quote from Saunders Bros Limited was discussed.

RECOMMENDATION

The quote from Saunders Bros Ltd for £41,884.50 be accepted. An application to the Public Works Loan Board for £40,000 for the project is to be submitted.

**Proposed Cllr Conrad Oatey Seconded Cllr Glennis Robinson
Agreed Unanimously**

The clerk will write to Saunders Bros accordingly to inform them of the proposed recommendation.

16/MAN/049 TO CONSIDER THE USE OF BACS PAYMENTS WHERE APPROPRIATE (FINANCIAL REGULATIONS 6(6.9))

It was agreed in principle, that where appropriate, BACS payments should be introduced. This will be subject to facilities in place with the bank to operate BACS on our account. To amend East Leake Parish Council's Financial Regulations to accommodate BACS payments and subject to consultation with our internal auditor. Full Council to be requested to resolve to adopt BACS payments subject to being in receipt of responses to the above - Agreed

16/MAN/050 TO REVIEW THE HALF YEARLY INCOME AND EXPENDITURE REPORT (1ST APRIL 2016-30 SEPT 2016)

The report having been tabled and discussed there were no areas of concern at this stage. Clarification was sought on the following:

- Code 1012 – The £800 payment from the fair has been received and is yet to be banked.
- Code 1050 – The miscellaneous income included figure £12,262.13 included receipt of Tesco Bags income £7,500 and finger post restoration contributions.
- Code 4160 - £1,500.00 payment was for the purchase of materials for the skate park art work.

16/MAN/051 AS PER FINANCIAL REGULATIONS 3(3.1), TO CONSIDER THE ANNUAL REVIEW OF THE THREE YEAR FORECAST OF REVENUE AND CAPITAL RECEIPTS AND PAYMENTS IN ORDER TO DISCUSS PROPOSALS/PROJECTS FOR THE NEXT FINANCIAL YEAR

The Strategic Plan of the 8th September 2015 in relation to projects was consulted with a view to addressing expenditure for Budget purposes for the next financial year and beyond. At this stage consideration is to be given to the Gotham Road car park extension, BMX track and cycle racks. A quote is to be acquired in relation to the Gotham Road car park extension.

The Amenities Committee is to consider its projects/priorities at its next meeting and in addition to consult the Community Plan Projects – Agreed.

16/MAN/053 TO REPORT CORRESPONDENCE RECEIVED SINCE THE LAST MEETING – FOR INFORMATION ONLY

None

16/MAN/054 QUESTIONS TO CHAIRMAN IN ACCORDANCE WITH STANDING ORDER IU

None

The meeting closed at 9.18pm