

**MINUTES OF THE MANAGEMENT COMMITTEE OF EAST LEAKE PARISH COUNCIL HELD IN THE PARISH OFFICE ON TUESDAY 11<sup>th</sup> APRIL 2017 AT 7.30PM**

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

The Deputy Clerk Sue Lewis was also present.

**APOLOGIES FOR ABSENCE** None.

**16/MAN/100 CHAIRMAN'S ANNOUNCEMENTS**

1. There are still some leaflets left to be delivered.
2. A complaint has been received that the February Newsletter was only delivered at the weekend along with the leaflet and an elections leaflet – the complainant has reported the matter to Rushcliffe Borough Council
3. An extra item to be added to the Agenda after 16/MAN103 – to discuss the office photocopier - Agreed

**16/MAN/101 DECLARATION OF INTEREST IN ITEMS ON THE AGENDA**

None

**16/MAN/102 TO REPORT MATTERS ARISING FROM MINUTES DATED 14<sup>th</sup> MARCH 2017 NOT ON THE AGENDA – FOR INFORMATION ONLY**

None

**16/MAN/103 TO RECEIVE A REPORT AND RECOMMENDATION FROM THE INTERNAL AUDITOR**

The Chairman referred members to the report previously circulated which was noted and will be now actioned at every Full Parish Council Meeting

**16/MAN/104 TO DISCUSS/AGREE UPDATING OF THE PHOTOCOPIER WHICH HAS COME TO THE END OF ITS LEASE"**

The Chairman reported that the office photocopier's lease expires at the end of May. Two quotes have been received with a further supplier visiting tomorrow to quote.

Following a discussion the following was recommended.

**RECOMMENDATION**

That the Parish Council accept the Konica quote for BIZHUB C308 dated 5<sup>th</sup> April 2017 unless appreciable savings/upgrade offered by the 3<sup>rd</sup> supplier.

**Proposed Cllr Kevin Shaw  
Agreed Unanimously**

**Seconded Cllr Glennis Robinson**

**16/MAN/104    TO AUTHORISE A CHEQUE FOR PAYMENT - £300- JEFF JONES**

A cheque for £300 in respect of professional fees for the proposed car park extension was approved and authorised for signature

**Proposed Cllr Kevin Shaw      Seconded Cllr Mel Roper**  
**Agreed Unanimously**

**16/MAN/105    TO REPORT CORRESPONDENCE RECEIVED SINCE THE LAST MEETING –**  
**FOR INFORMATION ONLY**

1. SLCC Regional Training Seminar – Wednesday 28<sup>th</sup> June at Yew Lodge Hotel – Cllr Kevin Shaw and Deputy Clerk to attend
2. Saleena Mozam – Insurance Claim – refer to Full Parish Council
3. Newlaw – Insurance Claim – refer to Full Parish Council
4. Ray Teece – Questions on the budget – Deputy Clerk to contact Mr Teece and enquire if he would like the questions answered at the Annual Parish Meeting next week – Noted

**16/MAN/106    QUESTIONS TO CHAIRMAN IN ACCORDANCE WITH STANDING**  
**ORDER IU**

None

**16/MAN/107    CONFIDENTIAL ITEM – STAFF**

It was resolved that the public be excluded from the Meeting for consideration of the above item of business pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 because of the confidential nature of the business to be transacted (see page a)

The meeting closed at 7.50