

MINUTES OF THE MANAGEMENT COMMITTEE OF EAST LEAKE PARISH COUNCIL HELD IN THE PARISH OFFICE ON TUESDAY 13th FEBRUARY 2018 AT 7.34PM

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

The Clerk Neil Lambert was also present, and one member of the public

APOLOGIES FOR ABSENCE – Cllr Ron Hetherington

17/MAN/067 CHAIRMAN'S ANNOUNCEMENTS

None

17/MAN/068 DECLARATION OF INTEREST IN ITEMS ON THE AGENDA

None

17/MAN/069 TO REPORT MATTERS ARISING FROM MINUTES DATED 9th JANUARY 2018 NOT ON THE AGENDA

17/MAN/062 - Budget was amended at Full Council

17/MAN/065 - Items from NALC Chairman will be considered at March Management Committee meeting

17/MAN/070 TO RECEIVE AN UPDATE ON THE NEW DATA PROTECTION ACT

The Clerk gave a verbal update on actions ahead of new data protection regulations coming in to force May 2018. We are awaiting templates of forms from NALC and SLCC. The Clerk will attend a briefing on 12th April but will also formulate a view about paying for a supplier to implement checks and changes and report back.

It is expected that Councillors will need a dedicated email address in future, if they do not already use one, for their public correspondence, separate from personal, in case the Information Commissioner requires access in investigating any matters. This may in turn require upgrading the IT equipment in the Parish Office

It was agreed that centralising Parish Councillor e-mails at the Parish Office was desirable

The Clerk was asked to chase NALC and SLCC and report back to the next meeting

17/MAN/071 TO RECEIVE AN UPDATE ON THE AUDIT PROCESS FOR 2018

The Clerk gave a verbal UPDATE ON THE AUDIT PROCESS FOR 2018. As the Parish Council turnover is over £200k we will be subject to more scrutiny than smaller parishes and PKF Littlejohn have begun issuing information

We have also received advice from Rialtas (RBS), our accounts software provider, and will need to perform end of year tasks in coming weeks ahead of their scheduled visit in May

17/MAN/072 ACTIONS TAKEN BY THE CLERK ON CHANGE OF UTILITIES SUPPLIER -

The report supplied by the Clerk was noted. NB Watermark to be removed.

17/MAN/073 GRANT APPLICATIONS TO VARIOUS BODIES

The paper previously circulated was noted.

17/MAN/074 REQUEST FROM MELVYN STEPHENSON FOR DONATION TOWARDS NEW PARISH COUNCIL SHIELD FOR VILLAGE SHOW

Agreed not to pay for new shield as yet, unless proven to be necessary, e.g. "full", and Show going ahead, so reconsider nearer the planned date. The reason for a "run" was not clear, and the clash with East Leake "Live" weekend was raised. An update on progress will be given at future meetings

17/MAN/075 REQUEST FROM POLICE COMMUNITY CLUBS – BARNEY & ECHO PROGRAMME TO SPONSOR PUPILS AT BROOKSIDE SCHOOL TO TAKE PART IN AN INTERNET SAFETY PROJECT

RESOLUTION

It was resolved that, in pursuance of the power conferred by **Section 137 of the Local Government Act 1972**(as amended) and being of the opinion that the expenditure satisfies the requirements of that section, the Management Committee approves the payment in principal in respect of sponsoring pupils to take part in internet Safety Project and for payment to be made direct to the school and not the third party.

**Proposed Cllr Marie Males
Agreed Unanimously**

Seconded Cllr Glennis Robinson

17/MAN/076 TO REPORT CORRESPONDENCE RECEIVED SINCE THE LAST MEETING – FOR INFORMATION ONLY

1. British Gypsum about publicity for Rock donated – noted
2. Off Street Car Parking from Rushcliffe BC – consultation noted
3. Mrs Smart, West Leake Road resident – suggesting speed detectors be installed through funding from ELPC – agreed to refer her to County Council and Neighbourhood Speed Watch (Vicenta Rose)

17/MAN/077 QUESTIONS TO CHAIRMAN IN ACCORDANCE WITH STANDING ORDER IU

None

17/MAN/078 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 8.35pm