

**MINUTES OF THE MANAGEMENT COMMITTEE OF EAST LEAKE PARISH COUNCIL HELD IN THE PARISH OFFICE ON TUESDAY 13<sup>th</sup> MARCH 2018 AT 7.30PM**

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

The Clerk Neil Lambert was also present

**APOLOGIES FOR ABSENCE** – None

**17/MAN/079 CHAIRMAN'S ANNOUNCEMENTS**

None

**17/MAN/080 DECLARATION OF INTEREST IN ITEMS ON THE AGENDA**

None

**17/MAN/081 TO REPORT MATTERS ARISING FROM MINUTES DATED 13<sup>th</sup> FEBRUARY 2018 NOT ON THE AGENDA**

None

**17/MAN/082 TO DISCUSS TENDERS RECEIVED FOR CAR PARK EXTENSION AND MAKE A RECOMMENDATION TO FULL COUNCIL**

A paper was tabled by the Clerk summarising the position, 5 tenders issued and 3 received, the price for the work, and further details.

**RECOMMENDATION**

That the Council accept Tender number 1 from North Midland Construction in the sum of £124,923.15 subject to a pre-contract meeting agreeing all matters as necessary.

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

**17/MAN/083 UPDATE ON DATA PROTECTION FOLLOWING RECEIPT OF NALC TOOLKIT INCLUDING ACTIONS PROPOSED BY CLERK**

The Clerk gave a verbal update on what the regulations are and information received (NALC Toolkit) and still expected (SLCC Guidance). He is working with the Deputy Clerk to survey information currently held by the Council and what practices we follow, including disposal of expired forms etc.

Appointment of an external Data Protection Officer will be required and some alternatives are already known, but further clarification is awaited. Similarly, we are anticipating the need to have "public" email boxes for Councillors, and not to use personal addresses.

A further update and recommendations for action will follow in due course

**17/MAN/084 LETTER FROM NALC CHAIRMAN**

The Chair drew attention to the letter received in January and asked that consideration be given to 2 items, as follows:-

**Local Council Award Scheme** - Councillors remained uncertain as to what benefits there would be to subscribing to this scheme.. It was agreed not to formally apply, but that a self-assessment may be of value in the future. It was also agreed that this should be discussed in more detail at the Council's Annual Meeting, together with the possibility of the Council adopt the General Power of Competence,

**Councillors Guide on Finance and Transparency** - The Chair has read the document, and it was agreed that every member of the Management Committee should receive a hard copy.

**17/MAN/085    CORRESPONDENCE RECEIVED SINCE THE LAST MEETING**

1. Letter from Mrs Smart of West Leake Road, concerned about speeding traffic, and need for a warning sign. Agreed to refer her to the Speedwatch group as a potential volunteer
2. Copy of a letter from Community Safety Fund rejecting funding bid by Community Plan Action Group for a "Watch Your Speed" campaign
3. Crime figures for February - noted

**17/MAN/086    QUESTIONS TO CHAIRMAN IN ACCORDANCE WITH STANDING ORDER IU**

There were no questions

**17/MAN/087    CONFIDENTIAL ITEM**

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 114a)

Meeting closed 8.45pm