

**MINUTES OF THE MANAGEMENT COMMITTEE OF EAST LEAKE PARISH COUNCIL HELD IN THE PARISH OFFICE ON TUESDAY 12<sup>TH</sup> JUNE 2018 AT 7.35PM**

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

The Clerk Neil Lambert was also present

**APOLOGIES FOR ABSENCE** – None

**18/MAN/01 CHAIRMAN'S ANNOUNCEMENTS**

1. The Chairman requested an extra item be added to the Agenda under the Confidential - Agreed

**18/MAN/02 DECLARATION OF INTEREST IN ITEMS ON THE AGENDA**

Cllr John Thurman and Cllr Marie Males declared an interest in agenda item 18/MAN/06 East Leake Playing Fields

**18/MAN/03 TO REPORT MATTERS ARISING FROM MINUTES DATED 10<sup>TH</sup> APRIL 2018 NOT ON THE AGENDA – FOR INFORMATION ONLY**

Car park extension Gotham Road – Work to commence week beginning 25th June 2018  
Skate Park Replacement – preferred supplier identified and match funding applied for from Rushcliffe Borough Council  
Insurance cover – Renewed 1<sup>st</sup> June, includes costs for absent staff

**18/MAN/04 TO RECEIVE AND REVIEW REPORT FROM INTERNAL AUDITOR**

- Overview “tick” sheet (A) – Two items on the ‘tick’ sheet which had ‘no’ on and ‘not applicable’ were raised but no further action was required.
- Recommendation to improve BACS authorisation – it was agreed to move towards dual authorisation

**Proposed Cllr Kevin Shaw      Seconded Cllr John Thurman**  
**Agreed Unanimously**

- Report to go to External Auditor (page 3 of AGAR – see below) (C) – Noted

All the above items were noted in respect of the Annual Audit 2017/18

**18/MAN/05 CONSIDER THE DRAFT ANNUAL RETURN FOR YEAR ENDED 31.3.18, NOW KNOWN AS “AGAR”, ANNUAL GOVERNANCE AND AUDIT REPORT, FOR RECOMMENDATION TO APPROVE AT FULL COUNCIL**

Both the following items will be separate agenda items at Full Council.

**Annual Governance Statement, Section 1** (page 4) (D) - as previously circulated

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

**Accounting Statement, Section 2** (page 5) (E1-E5) – as previously circulated and following discussion the Clerk to add further detail to the explanation of ‘Variances’

**Proposed Cllr Kevin Shaw      Seconded Cllr John Thurman**  
**Agreed Unanimously**

**18/MAN/06      TO CONSIDER PITCH REFURBISHMENT OF ONE PITCH AT COSTOCK ROAD PLAYING FIELDS – SEE EMAIL FROM CHAIR OF ELPFC, ITEM 2 REFERS**

Following a lengthy discussion it was agreed to decline the request for 2018 and explore quotations for 2019. Further financial information may be available at their AGM on the 25<sup>th</sup> June 2018.

**18/MAN/07      TO REPORT CORRESPONDENCE RECEIVED SINCE THE LAST MEETING – FOR INFORMATION ONLY**

1. Rushcliffe Borough Council – Notification of Tour of Britain Cycling – Cllr Mel Roper and Deputy Clerk to attend and report back to Full Council with more definite information.

**18/MAN/08      QUESTIONS TO CHAIRMAN IN ACCORDANCE WITH STANDING ORDER IU**

There were no questions.

**18/MAN/09      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 18a)

Meeting closed at 8.55pm