

East Leake Parish Council

Minutes of a virtual meeting of the Management Committee held on-line On Tuesday 13th October 2020, starting at 733pm

In attendance: Cllrs Donna Griggs, (Chair), Kevin Shaw (Vice-chair); Mel Roper, Liz Taylor, Lindsey Maggs, Lynn Forsyth, Eleanor Robinson, Sara Budzik

The Clerk, Neil Lambert, Deputy Clerk, Sue Lewis, Cllr Lesley Way and 3 members of the public were also present online

20/Man/29 **Apologies for absence** – none, all present

20/Man/30 **Declaration of interest in items on the agenda** – none

20/Man/31 **Chair's announcements** – none

20/Man/32 **To report any matters arising from Minutes of Meeting held
September 8th 2020 – for information only** – none

20/Man/33 **Update on recruitment of new Parish Clerk**
Cllr Griggs, chair of the selection panel, reported that of the 6 applicants, 3 had been shortlisted for interview, which will now take place via Zoom on Weds 14th October. The panel of 3 councillors are empowered to make the decision and simply report back to Council

20/Man/34 **Update on co-opting new councillors**
The two proposed co-optees were present on-line and will be recommended at Full Council on 27th October, filling the 2 vacancies in Woodgate Ward

The Clerk reported that no election had been called in Castle Ward following the resignation of Cllr Oatey and that therefore a further co-option can take place. This will appear as an agenda item at Full Council

20/Man/35

Review of Q2 income and expenditure – *circulated*

- The Reconciliation statements for end September had also been circulated, showing “zero” differences, as required
- Tractor fuel 4 payments – end May £207.80 to end Sept £219.80 = £856.70. The Clerk was requested to provide further information about fuel usage for last 3 years to Cllr Shaw

Approval of the review was proposed by Cllr Shaw, seconded by Cllr Maggs, and AGREED unanimously

20/Man/35

To agree revised schedule for reviewing policies – circulated

Cllr Griggs felt that most policies could extend to 3 years, rather than 2, unless a reason arose to do them sooner. She highlighted 5 which should however be considered annually. This was AGREED, and a revised schedule is attached to the minutes

20/Man/36

To report correspondence received since the last meeting – for information only

- Local Government Reorganisation – NCC letter 30.9.20, Cllr Shaw is attending the virtual Parish Focus Group on 14.10.20
- What3words – an app to accurately locate a person or incident to within 1 metre – free download available to be promoted on Facebook
- Cllr Maggs had formally suggested improving communications internally and externally, e.g. Newsletter and reports at meetings, and review of the portfolio holders and working parties. Cllr Griggs suggested an item be on future Full Council or Management agenda, so this could be discussed.

20/Man/37

Questions to Chairman (in accordance with Standing Order 1u) – none

Meeting closed at 801pm