

MINUTES OF EAST LEAKE PARISH COUNCIL MANAGEMENT COMMITTEE HELD VIA ZOOM, ON TUESDAY 8th DECEMBER 2020 AT 7.30PM

Present: Councillors, Sara Budzik, Lynn Forsyth, Donna Griggs (Chair), Lindsey Maggs, Eleanor Robinson, Mel Roper, Kevin Shaw, Liz Taylor

The Clerk Sue Lewis, and Cllrs Richard Miller, Carys Thomas and Nick McGowan were also present

Apologies for absence - None

The Chair welcomed Cllr Nick McGowan to the meeting.

20/MAN/48 **Declaration of Interest in Items on the Agenda**

None

20/MAN/49 **Nicholas McGowan - to witness the signing of Declaration of Acceptance of Office Form**

Cllr Nicholas McGowan was witnessed signing the Declaration of Acceptance of Office and was requested to drop it down to the Parish Office for the Clerk to sign.

20/MAN/50 **Chair's Announcements**

Rushcliffe Borough Council have advised the Clerk that no election has been called for the current vacancy therefore we can co-opt. The Clerk was requested to follow the usual procedure and advertise the vacancy with a closing date just before the next full council meeting.

20/MAN/51 **To Report any Matters arising from Minutes of Meeting 10th November – for information only**

- J9 Training - Cllrs Mel Roper, Lynn Forsyth and the Clerk attended the training zoom session and can now display the J9 sign when received from Ruth Edwards MP
- East Leake Corona Response – both emails have been sent with a response from the Just Giving Page but nothing from ELCR.
- The Scouts had previously requested a loan but at the moment one is not needed but they may come back in January.
- Recruitment of Assistant Clerk – interviews to take place next Tuesday and Wednesday

20/MAN/52

**To Receive and Discuss the first draft of the 2021/2022 Budget
- attached**

Cllr Kevin Shaw referred to the first draft of the budget for 2021/22 and reported he had changed a couple of the figures:

- 4036 – The cost was the retail price of purchasing the pc plus £400 installation. Computer equipment quote includes VAT so cost of equipment should be lower while installation costs may be higher.
- 4148 – It is very unlikely we will spend £15,000 on speed cameras this year so there will be a nil expenditure this year and the £15,000 will be put in for next year.
- The projected outturn taking into consideration the above becomes an underspend £96,000 but we are looking to transfer £66,000 in to earmarked reserves, £60,000 for Costock Road Car Park and £5,000 for skatepark which we have to do as part of the grant money from Rushcliffe and £1,000 for election expenses which means we have £30,000 which can either go into the General Fund or can be used to offset any increase in the precept.
- 4001 - more accurate calculation made between the old Clerks and new Clerks salary plus the new Assistant Clerk salary which means the figure is reduced from £41,000 to £38,000 which will have a knock-on effect reducing national insurance and pension costs which makes Management total of £112,430.00
- Amenities – 4148 signs and noticeboard changed outturn from £15,000 to nil but £17,000 for next year to cover £15,000 for signs and £2,000 for repairs etc. make total £249,300.00

Summary: Management £112,430
Amenities £ 249,300
 £361730 minus income = precept requirement of £332,780

From the £30,000 available as surplus suggest we use £20,400 to bring it down to £312,380 which guarantees a nil increase. We have not yet received the tax base which we will get early January so the figure may go down even more without any loss of services by the Parish Council or abandoning any of our projects.

As the budget stands there is no provision for the new pavilion.

Any further changes will be reviewed at the Management Meeting in January for recommendation to be accepted at Full Council.

20/MAN/53

To Discuss and Agree Request from EL Markets

- a) **Closure of both Gotham Road and Parish Office Car Park** – It was agreed that both car parks can be closed on the Thursday evening until after the market has finished – Agreed
- b) **Use of Parish Office Electricity** – Agreed so long as there is a Risk Assessment and Health and Safety Assessment in place.

20/MAN/54

To Approve Bill Payments, Bank Transfers, Direct Debits, Cheques and Salaries for December 2020 – details to follow

Proposed Cllr Donna Griggs Seconded Cllr Liz Taylor
Agreed Unanimously

It was agreed that the Chairman write to the Tidy Team and FMP to thank them for their hard work this year.

20/MAN/55

To Report Correspondence Received since the last meeting – for information only

1. Nottinghamshire County Council - Severe Weather Booklet – Circulated & Noted
2. EL Markets - Event Management Plan and Risk Assessment – Noted
3. Copy of email sent to Cllr Thomas – notification from Nottinghamshire County Council that they will not be using the old school building at Brookside for classrooms and therefore will not be giving the pre-school playground notice to leave - Noted.
4. Jeff Jones –Consultant Fees and Proposals for Costock Road Car Park– Agenda for January

20/MAN/56

Questions to Chairman (in accordance with Standing Order 1u)

There were no questions.

The meeting closed at 8.11pm