

**MINUTES OF EAST LEAKE PARISH COUNCIL MANAGEMENT COMMITTEE HELD VIA ZOOM, ON TUESDAY 9<sup>th</sup> FEBRUARY 2021 AT 7.30PM**

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

The Clerk, Sue Lewis and Assistant Clerk, Ally Moore and Wendy Thompson were also present.

**Apologies for absence:** Cllr Sara Budzik reason given and approved.

**20/MAN/67**                      **Declaration of Interest in Items on the Agenda**

None

**20/MAN/68**                      **Wendy Thompson - to witness the signing of Declaration of Acceptance of Office Form**

Cllr Wendy Thompson 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/69**                      **Chair's Announcements**

The Chair reminded members to send any newsletter articles to the Assistant Clerk by the end of the week.

**20/MAN/70**                      **To Report any Matters arising from Minutes of Meeting 12<sup>th</sup> January – for information only**

20/MAN/59 - Letter of thanks sent to Tidy Team,

20/MAN/60 – Following adoption at the Full Council meeting the precept request has been sent to Rushcliffe Borough Council and acknowledged.

20/MAN/61 - Works Depot – Cllr Eleanor Robinson has drafted letter for the landlord and the order placed with contractor.

20/MAN/63 – Costock Road Car Park - Email sent to Jeff Jones giving him the go ahead.

20/MAN/64 -IT - Few teething problems but all working well – new screen erected in PO Chamber.

**20/MAN/71**                      **Finance – Q3 review – papers attached**

The Chair referred to the papers previously circulated of the detailed Income and Expenditure by Budget Headings. It was noted that the budget header 4024 Subscriptions expenditure was up, which was mainly due to Zoom subscriptions.

**Review of Banking Arrangements**

Following a discussion, the following resolution was proposed.

## RESOLUTION

That the Clerk close the Unity Bank Accounts and continue with HSBC following advice received from the Internal Auditor and Cllr Kevin Shaw will carry out a monthly reconciliation of the bank accounts, including BACs payments.

**Proposed Cllr Kevin Shaw  
Agreed Unanimously**

**Seconded Cllr Lynn Forsyth**

### **20/MAN/72**

#### **To Receive update on New Sports Pavilion & to consider the retention of Neil Lambert for an extra 3 months.**

The Clerk reported that the Procurement Contract with Welland has been received and the Severn Trent Community Fund bid has been applied for.

## RESOLUTION

That Neil Lambert be retained for an extra 3 months or until the Football Foundation funding application has been submitted.

**Proposed Cllr Kevin Shaw  
Agreed Unanimously**

**Seconded Cllr Lynn Forsyth**

### **20/MAN/73**

#### **Update on Play Area**

Cllr Eleanor Robinson reported that the expert whom we have been chasing has now come back and advised drainage is required. Following this information, the insurer's solicitor has advised they won't be able to support a claim, which means the Council will now need to make arrangements for the repairs.

The Clerk reported that she has started seeking quotations from companies by sending out the experts report and recommending that they take full survey.

Cllr Eleanor Robinson was thanked for all the work she has put into this project; she has also written an article for the newsletter.

### **20/MAN/74**

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

1. Email from young resident enquiring about volunteer work for his Bronze Duke of Edinburgh Award – Clerk to reply suggesting the Tidy Team.
2. NALC – Information re Face-to-Face Meeting commencing in May – Agenda Item for Full Council
3. Rialtas – Notification of the date for the End of Year Close Down – 11<sup>th</sup> May.

### **20/MAN/75**

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

There were no questions.

The meeting closed at 8.02pm