

## **EAST LEAKE PARISH COUNCIL**

### **MINUTES OF EAST LEAKE ANNUAL PARISH COUNCIL MEETING HELD, VIA ZOOM, ON TUESDAY 4<sup>TH</sup> MAY 2021 AT 7.00PM**

**PRESENT:** Cllrs Lesley Way, Donna Griggs, Eleanor Robinson, Carys Thomas, Sara Budzik, Liz Taylor, Chris Mulligan, Terry Rountree, Lynn Forsyth, Wendy Thompson, Lindsey Maggs, Kevin Shaw, Nick McGowan & Mel Roper.

**ALSO PRESENT:** The Clerk, Sue Lewis, and Assistant Clerk, Ally Moore.

#### **21/APC/1 Election of Chairman**

Nominations for Chairman: **Cllr Kevin Shaw**

**Proposed: Cllr Mel Roper  
Agreed Unanimously**

**Seconded: Cllr Liz Taylor**

It was therefore agreed that Cllr Kevin Shaw be elected as Chairman of the Parish Council for 2021/2022.

#### **21/APC/2 To receive the Chairman's declaration of acceptance of office and agreement to abide by the code of conduct**

Cllr Kevin Shaw read out the Chairman's Declaration of Acceptance of Office (signed with Clerk as witness next day).

#### **21/APC/3 Apologies for absence**

None

#### **21/APC/4 Election of the Vice-Chairman**

Vice-Chairman nominations: **Cllr Eleanor Robinson**

**Proposed: Cllr Lindsey Maggs  
Agreed Unanimously**

**Seconded: Cllr Donna Griggs**

It was therefore agreed that Cllr Eleanor Robinson be elected as Vice-Chairman of the Parish Council for 2021/2022.

#### **21/APC/5 Appointment of Committee**

##### **a) Amenities Committee (max of 8 members, plus Council Chair and Vice-Chair)**

The Constitution of Committees determines that Cllr Shaw and Cllr Robinson serve on the Amenities Committee by virtue of being Chairman and Vice-Chairman of the Council respectively.

Following a show of hands, the following Councillors were declared as being members of the Amenities Committee: Cllrs Lesley Way, Sara Budzik, Liz Taylor, Lynn Forsyth, Chris Mulligan, Mel Roper, Wendy Thompson, Nick McGowan.

##### **b) Planning Committee (max of 9 members, plus Council Chair and Vice-Chair)**

The Constitution of Committees determines that Cllr Shaw and Cllr Robinson serve on the Planning Committee by virtue of being Chairman and Vice-Chairman of the Council respectively.

Following a show of hands, the following Councillors were declared as being members of the Planning Committee: Cllrs Liz Taylor, Donna Griggs, Wendy Thompson, Carys Thomas, Nick McGowan, Chris Mulligan & Lindsey Maggs.

**21/APC/6      Election of Office Holders**

**a)      Amenities and Planning Committees to meet to elect Chairman and Vice-Chairman**

Nominations for Chairman of the Amenities Committee: **Cllr Sara Budzik**

**Proposed: Cllr Mel Roper  
Agreed Unanimously**

**Seconded: Cllr Liz Taylor**

It was therefore agreed that Cllr Budzik be elected as Chairman of the Amenities Committee for 2021/2022.

Nominations for Vice-Chairman of the Amenities Committee: **Cllr Lynn Forsyth**

**Proposed: Cllr Mel Roper  
Agreed Unanimously**

**Seconded: Cllr Liz Taylor**

It was therefore agreed that Cllr Forsyth be elected as Vice-Chairman of the Amenities Committee for 2021/2022.

Nominations for Chairman of the Planning Committee: **Cllr Liz Taylor**

**Proposed: Cllr Kevin Shaw  
Agreed Unanimously**

**Seconded: Cllr Lindsey Maggs**

It was therefore agreed that Cllr Taylor be elected as Chairman of the Planning Committee for 2021/2022.

Nominations for Vice-Chairman of the Planning Committee: **Cllr Eleanor Robinson**

**Proposed: Cllr Carys Thomas  
Agreed Unanimously**

**Seconded: Cllr Lindsey Maggs**

It was therefore agreed that Cllr Robinson be elected as Vice-Chairman of the Planning Committee for 2021/2022.

**b)      Election of three ordinary members to the Personnel & Finance Committee**

**Cllr Donna Griggs, Cllr Terry Rountree, Cllr Mel Roper  
Agreed Unanimously**

**In addition to the three members above, those three Councillors elected as Chairman and Vice-Chairman of the two committees will, with the Chairman and the Vice-Chairman of Council form Personnel & Finance Committee.**

**c)      Personnel & Finance Committee to meet to elect Chairman and Vice-Chairman**

Nominations for Chairman of the Personnel & Finance Committee: **Cllr Donna Griggs**

**Proposed: Cllr Kevin Shaw  
Agreed Unanimously**

**Seconded: Cllr Mel Roper**

It was therefore agreed that Cllr Griggs be elected as Chairman of the Personnel & Finance Committee for 2021/2022.

**Nominations for Vice-Chairman of the Personnel & Finance Committee: Cllr Kevin Shaw**

**Proposed: Cllr Mel Roper  
Agreed Unanimously**

**Seconded: Cllr Lynn Forsyth**

It was therefore agreed that Cllr Shaw be elected as Vice-Chairman of the Personnel & Finance Committee for 2021/2022.

**21/APC/7     Appoint members to portfolios and representation on outside bodies**

**PORTFOLIO HOLDERS 2021/22**

<b>PORTFOLIO TITLE</b>	<b>PORTFOLIO HOLDER</b>
Play-Parks	Cllr Nick McGowan
Traders & Local Business	Cllr Mel Roper
Flooding, Drainage & Sewerage	Cllr Nick McGowan
Village Open Spaces	Cllr Liz Taylor / Cllr Sara Budzik
Events and Volunteers	Cllr Mel Roper
Social Media, Communications, Publicity & Newsletter Lead	Cllr Lynn Forsyth / Assistant Clerk
Trees	Cllr Wendy Thompson
HR & Employment Issues	Cllr Eleanor Robinson / Clerk
Health, Mental Health & Domestic Violence	Cllr Lynn Forsyth
Highways & Pavements	
Health & Safety	Cllr Donna Griggs
Environment & 'Green' Issues	Cllr Wendy Thompson
Litter, Waste, Dog Mess	Cllr Sara Budzik
Rights of Way, Footpaths	Cllr Liz Taylor
Policing, Crime & Neighbourhood Watch	Cllr Nick McGowan
The Conservation Area	Cllrs Carys Thomas, Lesley Way & Liz Taylor
Youth Issues	Cllrs Lynn Forsyth, Wendy Thompson & Donna Griggs
Disability	Cllr Eleanor Robinson
Christmas	Cllr Mel Roper & Sara Budzik / Amenities Committee
The Street Scene, Including Floral Displays	Cllr Liz Taylor
Churchyard & Village Burial Ground	Cllr Kevin Shaw
Emergencies	Cllr Kevin Shaw
Buses, Public Transport	
Planning & Local Development	Planning Committee

## OUTSIDE BODIES

PORTFOLIO TITLE	PORTFOLIO HOLDER
Community Care	Cllr Donna Griggs
Village Hall	The Clerk, Sonya Oates, Marie Males, Tim Woods & Jackie Owen
Friends of Meadow Park	Cllrs Kevin Shaw & Mel Roper
ELPFC	Cllrs Lynn Forsyth & Liz Taylor
Chairs Group	Cllr Mel Roper / Clerk
Quarry Liaison	Cllr Chris Mulligan
Airport	Cllr Terry Rountree
EM Parkway	Cllr Terry Rountree
British Gypsum	Cllr Chris Mulligan
Uniper	Cllr Terry Rountree
Stanford Hall	Cllrs Chris Mulligan & Lynn Forsyth

### **21/APC/8      To Adopt General Power of Competence for 2021/2022**

It was agreed to adopt the General Power of Competence for 2021/2022 as the Council meets the right criteria.

**Proposed: Cllr Kevin Shaw  
Agreed Unanimously**

**Seconded: Cllr Lindsey Maggs**

### **21/APC/9      To consider any issues not forming part of the Annual Meeting but which may require urgent attention.**

- Following discussion regarding resuming face-to-face meetings, it was agreed to use the Village Hall for a Full Council meeting in June 2021. Lateral flow tests will be optional, but not mandatory. The adopted Delegation of Powers will be utilised in meantime if any urgent decisions are to be made.
- Email from Catherine Evans regarding Welcome Back Funding - to be discussed at next Full Council meeting.
- Official letter confirming S106 funding for play equipment on Oldershaw Trust Land has been received, and order has been placed.
- Clerk informed that she has found out that the bench/seat on Stockings Lane was installed by Townlands Trust, and they are happy for family to replace it.

Meeting closed at 20.00pm.