

**MINUTES OF EAST LEAKE PARISH COUNCIL FINANCE & PERSONNEL COMMITTEE  
HELD IN ST MARY'S SCHOOL ROOM ON TUESDAY 12<sup>TH</sup> OCTOBER 2021 AT 7.50PM.**

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

The Clerk, Sue Lewis was also present.

**Apologies for Absence:** Cllr Terry Rountree – reasons given and approved.

**21/P&F/025**

**Declaration of Interest in Items on the Agenda**

None

**21/P&F/026**

**Chair's Announcements**

1. The Chair was pleased to announce that she has accepted a new job as Clerk to Kegworth Parish Council but will continue being a councillor for East Leake.
2. Reminder of Cemex Quarry Liaison Group Meeting tomorrow – please let the Clerk know if you wish to attend.
3. Finance Training – Email circulated earlier, please let Clerk know asap if you wish to attend
4. Welcome Back 'Fun Day' this Saturday volunteers needed to open the office to let performers change – Agreed Clerk and Chairman would do this.

**21/P&F/027**

**To Report any Matters arising from Minutes of Meeting 14<sup>th</sup>  
September 2021– for information only**

21/P&F/020 - Health and Safety Policy now in place. Equality & Diversity Policy approved and Cllr Terry Rountree has agreed to take the lead on the Action Plan and to bring it back for review in May 2022.

**21/P&F/028**

**Review of Q2 Income and Expenditure – *circulated***

The Chair referred to the report previously circulated and asked if there were any comments

Code 4105 – Maintenance of WC's – why over budget – This is due to a 3yr servicing contract being taken out as it was cheaper.

There were no other questions, and the above review was agreed.

**21/P&F/029**

**To Discuss & Agree Nominations for 2021 Celebrating Rushcliffe  
Awards**

Following a discussion, it was agreed to nominate a member of the community and the Oldershaw Trust Group – Cllrs Liz Taylor and Lyn Forsyth to assist the Clerk in filling out the forms.

**21/P&F/030**

**To Receive Updates on:**

**Costock Road Pavilion** – Plans are progressing very quickly, and we will soon be in a position to sign the contract. The Internal Project Manager has a meeting with British Gypsum who are donating £40K of materials. An asbestos survey has been carried out and surprisingly not much was found therefore the contractors should be able to remove it safely.

**Costock Road Car Park** – Planning permission still not received but letters have been sent to interested parties to see if they wish to tender for the car park

**21/P&F/031**

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

1. NALC – Notification of Finance Course for both Clerks and Councillors – Noted
2. SLCC – Notification of launch of Financial Introduction to Local Council Administration (FILCA) qualification – Agreed Clerk can take this qualification.
3. Rushcliffe Borough Council/LGBCE – Review of Rushcliffe Consultation Results – Agenda item for Full Council

**21/P&F/032**

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

There were no questions.

The meeting closed at 8.17pm