

**MINUTES OF EAST LEAKE PARISH COUNCIL PERSONNEL & FINANCE COMMITTEE
HELD IN THE PARISH COUNCIL OFFICE ON TUESDAY 9TH NOVEMBER 2021 AT 7.35PM**

Present: Cllrs Donna Griggs (Chair), Sara Budzik, Eleanor Robinson, Kevin Shaw, Liz Taylor

The Clerk, Sue Lewis & Jason Billin were also present.

Apologies for Absence: Cllrs Mel Roper & Lynn Forsyth – reasons given and approved.

21/P&F/033 **Declaration of Interest in Items on the Agenda:**

None

21/P&F/034 **Chair's Announcements:**

1. Due to personal reasons, Terry Rowntree has submitted his resignation with immediate effect. Rushcliffe Borough Council have been informed.
2. Policy Review Schedule to be an Agenda item at next meeting.

21/P&F/035 **To Report any Matters arising from Minutes of Meeting 12th
October 2021– for information only:**

21/P&F/026 - Finance Training, Cllr Donna Griggs, Clerk and Assistant Clerk have registered to attend.

21/P&F/027 – With the resignation of Terry Rowntree Cllr Sara Budzik agreed to take the lead on the Equality & Diversity Policy.

21/P&F/029 - Celebrating Rushcliffe Awards – Notification received that the Oldershaw Trust Group have been shortlisted.

21/P&F/036 **To Discuss Budget for 2022/23:**

The Chair referred to the suggestions list previously circulated and it was agreed to add the following to next year's budget, some of the items are still to be costed.

- Queen' Platinum Jubilee - £2000
- Friendship Garden – Awaiting quote for footpath
- Signs for Green Spaces – Quote required
- Gate, Burial Ground - £1500
- Pinfold - £1000

Other points to take into consideration are Pavilion costs, Christmas tree lights, increase in utility bills of approx. 5%, PWLB as there may be a large increase in payments if we need to borrow money for the Pavilion.

It was agreed that the Chair, Vice Chair, and the Clerk meet to put together the figures for the meeting in December.

21/P&F/037

To Adopt Updated Version of the Financial Regulations:

The Clerk referred to the Financial Regulations that had previously been circulated and reported that they had been checked against the SLCC model and the only updates needed was to change Management Committee to Personnel and Finance and to add Assistant Clerk.

RECOMMENDATION

That the Parish Council adopt the updated version of the Financial Regulations with the above amendments.

**Proposed Cllr Donna Griggs
Agreed Unanimously**

Seconded Cllr Kevin Shaw

21/P&F/038

To Receive Updates on:

Costock Road Pavilion: - Cllr Kevin Shaw reported on information received from the Project Manager that unfortunately we are no further forward with getting a final price for the contract so we can award the contract and make a start on site.

As previously reported, DAKO's tender price has been increased significantly and the architect has asked for back up and a narrative so they can discuss this as a client team. He has a follow up meeting on the 22 November to get an update.

Costock Road Car Park – Nothing further to report.

21/P&F/039

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

1. RSVCSG – Notification of next meeting Monday 22nd November – Cllr Nick McGowan as Portfolio Holder to attend.

21/P&F/040

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

There were no questions.

The meeting closed at 8.15pm.