

**MINUTES OF EAST LEAKE PARISH COUNCIL PERSONNEL & FINANCE COMMITTEE  
HELD IN THE PARISH COUNCIL OFFICE ON TUESDAY 8<sup>TH</sup> FEBRUARY 2022 AT 7.30PM**

**Present:** Cllr Kevin Shaw (Chair), Mel Roper, Sara Budzik, Liz Taylor

The Clerk Sue Lewis was also present.

**Apologies for Absence:** Cllr Donna Griggs, Lynn Forsyth, Eleanor Robinson – reasons given and approved.

**21/P&F/059**                      **Declaration of Interest in Items on the Agenda:**

None

**21/P&F/060**                      **Chair's Announcements**

1. A letter of resignation has been received from Chris Mulligan and Rushcliffe Borough Council have been informed. We would like to extend our best wishes to Chris and his family.

**21/P&F/061**                      **To Report any Matters arising from Minutes of Meeting 11<sup>th</sup>  
January 2022– for information only:**

21/P&F/054 – The Clerk reported that she has a meeting with Catherine Evans on Friday to discuss the funding.

**21/P&F 062**                      **Finance – Q3 review:**

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 which have now been cancelled and that budget header 4105 Maintenance of the WC was also high, and this was due to the 3-yr maintenance plan.

**21/P&F/063**                      **To Review the Assets Register for 2022/23:**

The amendments to the register were accepted but it was also agreed that the new gazebos be added.

**21/P&F/064**                      **To Approve and Adopted the following Policies:**

**Financial Regulations** –were adopted for the next Financial Year 2022/23. Any further amendments if needed will be brought back to council.

**Gazebo Policy** – it was agreed to delete 'non-profiting' on the first line of the second paragraph and that the 3<sup>rd</sup> bullet point on Erection and Safety be re-worded.

**RECOMMENDATION**

Subject to the above amendments the Gazebo Policy be adopted by Full Council

**Proposed Cllr Mel Roper      Seconded Cllr Sara Budzik  
Agreed Unanimously**

**21/P&F/065**

**To Receive updates on:**

**Costock Road Pavilion:** - As the weather in January has been better than average the contractors have been able to make a good start and have really pushed on hence when the first invoice was received it was higher than expected. The 1<sup>st</sup> Claim has been sent to the Football Foundation, but we will only get 53% of the money back, therefore we have made an emergency claim on the Section 106 monies. A sod breaking ceremony was held on 26<sup>th</sup> January and a Press Release with photographs has been sent out to various media.

**Costock Road Car Park:** - Nothing further to report.

**21/P&F/066**

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

None

**21/P&F/067**

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

None

The meeting closed at 7.50pm

DRAFT