

## **EAST LEAKE PARISH COUNCIL**

### **MINUTES OF EAST LEAKE ANNUAL PARISH COUNCIL MEETING HELD AT EAST LEAKE PARISH COUNCIL OFFICE ON TUESDAY 17<sup>TH</sup> MAY 2022 AT 7.30PM**

**Present:** Cllrs Lesley Way, Jason Billin, Donna Griggs, Eleanor Robinson, Carys Thomas, Sara Budzik, Liz Taylor, Lynn Forsyth, Wendy Thompson, Kevin Shaw, Mel Roper, Chris Garbett, Lynne Twigg, and Stefano Forlani.

**Also present:** The Clerk, Sue Lewis, and Assistant Clerk, Ally Moore.

#### **22/APC/1 Election of Chairman:**

**Nominations for Chairman:** Cllr Kevin Shaw

**Proposed:** Cllr Mel Roper      **Seconded:** Cllr Donna Griggs  
**Agreed Unanimously**

It was therefore agreed that Cllr Kevin Shaw be elected as Chairman of the Parish Council for 2022/2023.

#### **22/APC/2 To receive the Chairman's Declaration of Acceptance of Office and agreement to abide by the Code of Conduct (LGA 1972 ss1.5 (2 and 34 (2)):**

Cllr Kevin Shaw read out the Chairman's Declaration of Acceptance of Office and signed with Clerk as witness.

#### **22/APC/3 Apologies for absence (LGA 1972 s85 (1)):**

Cllr Nick McGowan – reasons given and accepted. Clerk informed the Council that Cllr McGowan has requested a leave of absence which has been granted.

#### **22/APC/4 Declaration of Interest in Items on the Agenda:** *(Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)*

There were no declarations of interest.

#### **22/APC/5 Election of the Vice-Chairman:**

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

**Proposed:** Cllr Donna Griggs      **Seconded:** Cllr Sara Budzik  
**Agreed Unanimously**

It was therefore agreed that Cllr Eleanor Robinson be elected as Vice-Chairman of the Parish Council for 2022/2023.

**22/APC/6      Appointment of Committees:**

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

The Constitution of Committees determines that Cllr Kevin Shaw and Cllr Eleanor 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 Lynn Forsyth, Liz Taylor, Stefano Forlani, Jason Billin, Lynne Twigg, Wendy Thompson, Mel Roper and Sara Budzik.

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

The Constitution of Committees determines that Cllr Kevin Shaw and Cllr Eleanor 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, Chris Garbett, Wendy Thompson, Jason Billin, Carys Thomas, and Donna Griggs.

**21/APC/7      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 Lynn Forsyth

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

It was therefore agreed that Cllr Lynn Forsyth be elected as Chairman of the Amenities Committee for 2022/2023.

**Nominations for Vice-Chairman of the Amenities Committee:** Cllr Stefano Forlani

**Proposed:** Cllr Sara Budzik                      **Seconded:** Cllr Lynn Forsyth  
**Agreed Unanimously**

It was therefore agreed that Cllr Forlani be elected as Vice-Chairman of the Amenities Committee for 2022/2023.

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

**Proposed:** Cllr Carys Thomas                      **Seconded:** Cllr Jason Billin  
**Agreed Unanimously**

It was therefore agreed that Cllr Taylor be elected as Chairman of the Planning Committee for 2022/2023.

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

**Proposed:** Cllr Donna Griggs                      **Seconded:** Cllr Carys Thomas  
**Agreed Unanimously**

It was therefore agreed that Cllr Robinson be elected as Vice-Chairman of the Planning Committee for 2022/2023.

**c) Election of two ordinary members to the Personnel & Finance Committee:**

**Nominations:** Cllrs Mel Roper and Donna Griggs  
**Agreed unanimously**

In addition to the two members above, those four 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.

**d) Personnel & Finance Committee to meet to elect Chairman:**

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

**Proposed:** Cllr Kevin Shaw      **Seconded:** Cllr Wendy Thompson  
**Agreed Unanimously**

It was therefore agreed that Cllr Griggs be elected as Chairman of the Personnel & Finance Committee for 2022/2023.

**22/APC/8      Appoint members to portfolios and representation on outside bodies:**

<b>Play Parks</b>	Cllr Sara Budzik / Cllr Nick McGowan
<b>Traders &amp; Local Business</b>	Cllr Mel Roper
<b>Flooding, Drainage &amp; Sewerage</b>	Cllr Jason Billin
<b>Village Open Spaces</b>	Cllrs Liz Taylor / Cllr Sara Budzik
<b>Events and Volunteers (including Christmas)</b>	Cllrs Mel Roper / Wendy Thompson / Kevin Shaw
<b>Social Media, Communications, Publicity &amp; Newsletter Lead</b>	Cllr Lynn Forsyth / Assistant Clerk
<b>Trees</b>	Cllr Wendy Thompson
<b>HR &amp; Employment Issues</b>	Cllr Eleanor Robinson / Clerk
<b>Health, Mental Health &amp; Domestic Violence</b>	Cllr Lynn Forsyth
<b>Health &amp; Safety</b>	Cllr Donna Griggs
<b>Environment &amp; 'Green' Issues</b>	Cllr Jason Billin / Cllr Lynne Twigg
<b>Litter, Waste, Dog Mess</b>	Cllr Sara Budzik
<b>Rights of Way, Footpaths</b>	Cllr Liz Taylor
<b>Policing, Crime &amp; Neighbourhood Watch</b>	Cllr Lynne Twigg
<b>The Conservation Area</b>	Cllrs Carys Thomas / Cllr Liz Taylor
<b>Youth Issues</b>	Cllrs Lynn Forsyth, Wendy Thompson & Donna Griggs
<b>Disability</b>	Cllr Eleanor Robinson
<b>The Street Scene, Including Floral Displays</b>	Cllr Liz Taylor
<b>Churchyard &amp; Village Burial Ground</b>	Cllr Kevin Shaw
<b>Emergencies</b>	Cllr Kevin Shaw

## OUTSIDE BODIES

PORTFOLIO TITLE	PORTFOLIO HOLDER 2022/23
Community Care	Cllr Donna Griggs
Village Hall	Clerk, Cllr Sara Budzik, Marie Males, Jacquie Owen, Louise Nelson, Sharon Wood
Friends of Meadow Park	Cllrs Kevin Shaw, Mel Roper, Wendy Thompson & Kevin Shaw
ELPFC	Cllrs Lynn Forsyth, Liz Taylor, Wendy Thompson & Kevin Shaw
Quarry Liaison	Cllr Carys Thomas / Clerk
Airport	Cllr Chris Garbett
EM Parkway / Freeport	Cllr Carys Thomas
British Gypsum	Cllr Jason Billin

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

- a) To Approve Bill Payments, Bank Transfers, Direct Debits, Cheques and Salaries for May 2022:**

It was agreed unanimously to approve the list of previously circulated payments.

- b) To discuss Queen's Platinum Jubilee:**

Cllr Wendy Thompson asked for volunteers to help set up the Jubilee and a number of Councillors offered to assist.

Clerk reported that we have received the £500 grant from Rushcliffe Borough Council. Bunting will be going up tonight. Deputy Lord-Lieutenant, Trevor Fletcher, will be lighting the beacon.

Meeting closed at 19:58