

**MINUTES OF THE MEETING OF EAST LEAKE PARISH COUNCIL HELD AT THE EAST LEAKE PARISH COUNCIL OFFICES ON TUESDAY 22<sup>ND</sup> AUGUST AT 7.30PM**

**Present:** Cllrs: Eleanor Robinson (Chair), Donna Griggs (Vice-Chair), Mel Roper, Chris Garbett, Kevin Shaw, Mike Sharpe, Chris Jennison, Lynn Forsyth, Wendy Thompson, and Jason Billin.

**Also present:** Clerk, Sue Lewis, Assistant Clerk, Ally Moore, Cllr Lesley Way (RBC), Cllr Carys Thomas (RBC), and 4 members of the public.

**23/054           Apologies for Absence**

Cllrs Liz Taylor, Will Birch, Stefano Forlani, David Davis, and Matt Barney – reasons given and accepted.

**23/055           Declaration of Interest in Items on the Agenda**

None

**23/056           Chair's Announcements**

1. Chair announced that the Parish Office will be closed over the Bank Holiday and will reopen on Wednesday 30<sup>th</sup> September.
2. Chair will not be available to close the public toilets on Saturday. Cllr Lynn Forsyth volunteered to do so.
3. Co-option for the new councillor has been advertised.

**23/057           To Receive Update on New Health Centre from Lynne Sharp, Integrated Care Board & Andrew Cooper, Assura**

Council received report given by Lynne Sharp - Head of Governance and Integration at NHS Rushcliffe CCG and Jim Hunt - Director of Corstorphine Wright Architects (speaking on behalf of Andrew Cooper from Assura) in which the process regarding acquisition and funding for the new health centre was explained. Maps of proposed locations of the new health centre circulated to members. Potential issues addressed (i.e., flooding) and how these issues will be mitigated. Options are still being considered. In terms of timescales, Spring 2026 is when the health centre is hoped to be opened.

20:28 – One member of the public left the meeting.

**23/060           To Discuss and Agree the preferred bidder for the Costock Road Car Park**

It was agreed to move this item ahead in the agenda.

Jeff Jones - Chartered Architectural Technologist - reported that he has spoken to landscape architects.

The opportunity was advertised via the Contracts Finder website and 10 tenders were received and opened in the presence of the Clerk, Cllr Kevin Shaw, and Jeff Jones. Once the credentials of the bidding companies had been studied, one company was interviewed successfully.

20:41 – Three members of the public left the meeting.

**RESOLUTION:** It was agreed to accept the tender number 6 on the list for the sum of £179,264.58 as recommended by Jeff Jones.

**Proposed:** Cllr Donna Griggs  
**Agreed unanimously**

**Seconded:** Cllr Chris Jennison

Clerk to inform successful bidder and contract will be sent out imminently.

**23/058 To Receive Reports from Outside Bodies including County and Borough Councils**

Cllr Carys Thomas has been contacted by the Chair of the Cemex Quarry Liaison Committee regarding the footpath which goes from East Leake across to Rempstone via Manor Farm and St Peter in the Rushes. The route of this footpath was diverted when the quarrying started (the path was diverted to follow the brook when the quarry was built). The current route is low lying, floods and is often impassable with mud. Nottinghamshire County Council now supports restoring the original route which lies within East Leake parish therefore endorsement is sought from East Leake Parish Council. Nottinghamshire County Council have agreed to go through the work to get footpath reverted to original site. Clerk will consult members via email and then will write to Rempstone Parish Council with outcome.

**23/059 To Approve as a True Record Minutes of the following meetings:**

- **Parish Council Meeting 25<sup>th</sup> July - pages 30-33**  
**Any matters arising for information only: None**

**Proposed:** Cllr Eleanor Robinson  
**Agreed unanimously**

**Seconded:** Cllr Mike Sharpe

- **Planning Committee 25<sup>th</sup> July - pages 34-35**

**Proposed:** Cllr Eleanor Robinson  
**Agreed unanimously**

**Seconded:** Cllr Donna Griggs

- **Planning Committee 8<sup>th</sup> August - pages 36-37**

**Proposed:** Cllr Chris Garbett  
**Agreed unanimously**

**Seconded:** Cllr Jason Billin

- **Personnel & Finance Committee 8<sup>th</sup> August - pages 38-39**

**Proposed:** Cllr Kevin Shaw  
**Agreed unanimously**

**Seconded:** Cllr Lynn Forsyth

**23/P&F/26 - To Discuss and consider Climate Emergency – Lighting in Parish Office**

**RESOLUTION:** That the Parish Council accepts the quote in the sum of £5875.20 subject to replacements making a saving.

**Proposed:** Cllr Kevin Shaw  
**Agreed unanimously**

**Seconded:** Cllr Donna Griggs

**23/P&F/27 - To Consider & Adopt Travel Expenses & Mileage Policy for Staff and Parish Councillors.**

**RESOLUTION:** That the Parish Council adopt the Travel Expenses & Mileage Allowance Policy for Staff and Parish Councillors.

**Proposed:** Cllr Kevin Shaw  
**Agreed unanimously**

**Seconded:** Cllr Donna Griggs

- **Planning Committee 15<sup>th</sup> August - page 40**

**Proposed:** Cllr Chris Garbett  
**Agreed unanimously**

**Seconded:** Cllr Jason Billin

- **Amenities Committee 15<sup>th</sup> August - pages 41-42**

**Proposed:** Cllr Lynn Forsyth  
**Agreed unanimously**

**Seconded:** Cllr Eleanor Robinson

**23/AME/029 - To Consider quotation for repair to shelter on the Friendship Garden**

**RESOLUTION:** That the quotation from Broxap be accepted for the replacement of the broken panel in the shelter at a cost of £755 for the panel and £900 for the installation.

**Proposed:** Cllr Lynn Forsyth  
**Agreed unanimously**

**Seconded:** Cllr Mel Roper

**23/061 To Discuss and Agree to accepting fee proposal for Project Manager for Costock Road Car Park**

It was agreed to accept the fee proposal for the Project Manager for Costock Road Car Park and appoint Jeff Jones - Chartered Architectural Technologist- as the Project Manager.

**Proposed:** Cllr Kevin Shaw  
**Agreed unanimously**

**Seconded:** Cllr Donna Griggs

**23/062 To Adopt Terms and Reference for HR Committee & Agree Membership**

It was agreed to adopt the terms and reference for the HR Committee and agree membership.

**Proposed:** Cllr Eleanor Robinson  
**Agreed unanimously**

**Seconded:** Cllr Lynn Forsyth

Cllr Mel Roper was nominated as the fourth member of the committee.

**Proposed:** Cllr Donna Griggs  
**Agreed unanimously**

**Seconded:** Cllr Lynn Forsyth

**23/063 To Receive Updates on:**

**Climate Change Working Party**

Nothing to report.

**ST Pumping Station**

The Clerk referred to the email previously circulated with the plan of the pumping station. Cllr Chris Garbett reported that he is currently awaiting more detailed plans from Fisher German (on behalf of Severn Trent) which will then be circulated to councillors.

**23/064 To Receive Verbal Reports from Sub-committees, Working Parties, Coordinators and Portfolio holders**

Cllr Mel Roper reported that Cllr Chris Mulligan has been employed as the new Assistant Manager at East Leake Pavilion.

**23/065 To Approve Bill Payments, Bank Transfers, Direct Debits, Cheques and Salaries for August 2023**

The previously circulated list was approved.

Additional items since list was circulated:

DD	£161.00	EDF Energy (Parish Office gas)
DD	£893.37	NEST Pensions
DD	£107.04	Waterplus (Parish Office water rates)
BACS	£145.40	Cleveland Alliances Ltd (belt for tractor)
BACS	£70.00	NALC (HR training for Clerk and Cllr Donna Griggs)
BACS	£1447.99	Rushcliffe Borough Council (quarterly charge for street cleaning)
RECPT	£1000.00	Nottinghamshire County Council (CDF – Defib, Tutin Court)

**Proposed:** Cllr Eleanor Robinson  
**Agreed unanimously**

**Seconded:** Cllr Mike Sharpe

**23/066 To Report Correspondence Received – for information only**

1. Email from resident expressing concern regarding the speed of traffic through village and enquiring about the possibility of speed signage – **to be added to future Amenities agenda.**
2. Email from resident commending the Parish Council for allowing the monthly market to be held on Gotham Road car park – **noted.**
3. Letter of thanks to the Parish Council from East Leake Village Hall for the donation towards the electric works – **noted.**
4. Quote from Roulstone Training for first aid training for staff – **to be added to future Personnel & Finance agenda.**

Meeting closed at 21:04