

**MINUTES OF EAST LEAKE PARISH COUNCIL PERSONNEL & FINANCE COMMITTEE
HELD IN THE PARISH COUNCIL OFFICE ON TUESDAY 8th OCTOBER 2024 AT 7.30PM**

Present: Cllrs Kevin Shaw (Chair), Donna Griggs, David Davis, Eleanor Robinson, Chris Garbett, Lynn Forsyth & Liz Taylor
The Clerk, Sue Lewis was also present.

Apologies for Absence: Cllr Will Birch- reasons accepted and approved.

24/P&F/32 **Declaration of Interest in Items on the Agenda**

None

24/P&F/33 **Chair's Announcements**

The Clerk reported that we have had the Conclusion of Audit back.

24/P&F/34 **To Report any Matters arising from Minutes of Meeting 10th
September 2024 – for information only**

24/P&F/19 - Bleed Control Kit now in place on the wall of the Village Hall.

24/P&F/35 **To Consider the Grievance & Discipline Procedure Policy as
recommended by NALC**

RECOMMENDATION

Subject to all employees being consulted on this policy, the policy be adopted by Full Council.

**Proposed Cllr Kevin Shaw Seconded Cllr Donna Griggs
Agreed Unanimously**

24/P&F/36 **To Adopt Sexual and General Harassment Policy & Procedure**

Item 2 delete word 'actual'

RECOMMENDATION

Subject to the above alteration the Sexual & General Harassment Policy & Procedure be adopted by the Parish Council.

**Proposed Cllr Kevin Shaw Seconded Cllr Donna Griggs
Agreed Unanimously**

24/P&F/37 **To Discuss Budget 2025/2026**

It was agreed that the initial meeting to discuss the budget to take place on 12th November before the P&F Committee. In the meantime, Amenities Committee are to discuss future projects which they wish to be included in the budget.

24/P&F/38

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

1. Cllr. Carys Thomas – Lettings Policy would like to add a condition that no Gold Fish should be given away at any events held of Parish Land – Noted
2. Cllr Mel Roper – request to increase summer cuts on Costock Road – Agenda item when more information is received.

That, in view of the confidential nature of the following agenda item, the press and public be excluded from the meeting, in accordance with the Public Bodies (Admission to Meetings) Act 1960, section 1”

24/P&F/39

Confidential Item

The Clerk gave an update on the phased return to work of the Groundsman.

The meeting closed at 8.05pm