

**MINUTES OF EAST LEAKE PARISH COUNCIL PERSONNEL & FINANCE COMMITTEE HELD IN THE PARISH COUNCIL OFFICE ON TUESDAY 10<sup>th</sup> DECEMBER 2024 AT 7.30PM**

**Present:** Cllrs Kevin Shaw (Chair), Chris Garbett, Will Birch, Donna Griggs & Liz Taylor.

The Clerk, Sue Lewis was also present.

**Apologies for Absence:** Cllr David Davis, Eleanor Robinson & Lynn Forsyth - reasons accepted and approved

**24/P&F/48**                      **Declaration of Interest in Items on the Agenda**

None

**24/P&F/49**                      **Chair's Announcements**

The Clerk requested with the agreement of Chair of Full Council flowers be sent to Cllr Lynn Forsyth who has been in and out of hospital for the last 6 weeks.

**24/P&F/50**                      **To Report any Matters arising from Minutes of Meeting 12<sup>th</sup> November 2024 – for information only**

None

**24/P&F/51**                      **To Consider Quotations for tree works & Action**

Three quotations had been received for the works outstanding on the tree survey.

- Quote 1 - £5280 exc. VAT
- Quote 2 - £1650
- Quote 3 - £5500

The Clerk reported that she had been in contact with Tom Pettit at Rushcliffe who has advised that some of the trees are in the Conservation Area and would either need a TPO or they simply allow the work to take place, but if we do not hear from him in 6 weeks we can proceed.

**RESOLUTION**

That subject to permission to carry out the work from RBC the Parish Council accept quotation 2 who is Bartlett Tree Experts

**Proposed Cllr Will Birch      Seconded Cllr Kevin Shaw  
Agreed Unanimously**

**24/P&F/52**                      **To Consider request for new footpath in the Burial Ground & Action**

Following a request for a footpath over to new ashes plot the Clerk sought quotes for a path in different positions across to the plot

After a discussion, it was agreed that we accept the quote for the footpath that goes in front of the toilet block across to the end of the plots.

## RESOLUTION

That the quotation in the sum of £2929.00 be accepted for a footpath from in front of the toilet block across to the new interment plots constructed of tarmacadam.

**Proposed Cllr. Liz Taylor  
Agreed Unanimously**

**Seconded Cllr Donna Griggs**

### **24/P&F/53**

### **To Receive & Discuss the first draft Budget 2025/2026**

The Chair referred to the draft budge previously circulated and asked for comments.

Following a discussion there were no comments, and the Chair reported that he would email the rest of the Parish Council for comments to be received back in early January so it can be confirmed at the next P&F meeting ready to be presented to Full Council on 28<sup>th</sup> January 2025

### **24/P&F/54**

### **To Approve Bill Payments, Bank Transfers, Direct Debits, and Salaries for December 2024**

The Clerk reported that this was not the full list due to this meeting being early in the month and she requested authorisation to pay any invoices that come in next week, which will be mostly standing orders/direct debits. Cllr Donna Griggs suggested that at the Annual Meeting in May we approve all standing orders/direct debits and update them every two years.

**Proposed Cllr Donna Griggs  
Agreed Unanimously**

**Seconded Cllr Will Birch**

### **24/P&F/55**

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

1. NALC – Martyn’s Law Checklist – Noted

The meeting closed at 8.00pm