

# East Leake Parish Council Notice of Meeting

Parish Office  
45 Main Street, East Leake  
[parishclerk@east-leake.gov.uk](mailto:parishclerk@east-leake.gov.uk)  
01509 852217

Dear Councillor

**I hereby give you notice that a meeting of the Personnel & Finance Committee will be held in the Parish Office on Tuesday 11<sup>th</sup> February 2025 at 7.30pm approx.**



**Sue Lewis**  
**Clerk to the Parish Council**  
**6<sup>th</sup> February 2025**

Residents of East Leake attending will be invited to address the council, between 7.30pm & 7.45pm subject to the current rules of East Leake Parish Council.

## AGENDA

Apologies for Absence

- |           |  |
|-----------|--|
| 24/P&F/64 | Declaration of Interest in Items on the Agenda   |
| 24/P&F/65 | Chair's Announcements  |
| 24/P&F/66 | To Report any Matters arising from Minutes of Meeting 14 <sup>th</sup> January 2025–<br>for information only   |
| 24/P&F/67 | Finance – Q3 review – <b><i>papers attached</i></b>  |
| 24/P&F/68 | To Review the Assets Register for 2025/26  |
| 24/P&F/69 | To Approve and Adopted the following Policies <ul style="list-style-type: none"><li>• Financial Regulations</li><li>• Financial Risk Assessment</li><li>• Health and Safety Policy</li></ul> |
| 24/P&F/70 | To Consider Request from EL Village Hall Committee to pay for Planning Application   |
| 24/P&F/71 | To Report Correspondence Received since the last meeting – for information only  |