

**MINUTES OF EAST LEAKE PARISH COUNCIL PERSONNEL & FINANCE COMMITTEE  
HELD IN THE PARISH COUNCIL OFFICE ON TUESDAY 11<sup>th</sup> NOVEMBER 2025 AT 7.30PM**

**Present:** Cllrs Kevin Shaw (Chair), Donna Griggs, Chris Garbett, Liz Taylor, Eleanor Robinson, Will Birch and David Davis. The Clerk, Sue Lewis, was also present.

**Apologies for Absence:** Cllr Wendy Thompson– reasons given and accepted

**25/P&F/34**

**Declaration of Interest in Items on the Agenda**

None

**25/P&F/35**

**Chair's Announcements**

None

**25/P&F/36**

**To Report any Matters arising from Minutes of Meeting 14<sup>th</sup>  
October 2025 – for information only**

25/P&F/29 – Refurbishment of the Public Toilets - Preferred contractor has been informed, and we are waiting for a start date.

25/P&F/30 - CCTV signs are now up around the Gotham Road Play Area

**25/P&F/37**

**To Discuss and Consider Quotations for the Repair to the Path  
by the Village Hall**

**RECOMMENDATION**

That the quotation in the sum of £834.00 be accepted to repair the Village Hall path.

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

**25/P&F/38**

**To Discuss and Consider Grant Application from Lantern Lane  
Primary School**

**RECOMMENDATION**

The grant be agreed in principle to provide up to £3000 subject to review once we know if they have been successful with other grants.

**Proposed Cllr Kevin Shaw                      Proposed Cllr Liz Taylor  
Agreed Unanimously**

**25/P&F/39**

**To Review the Subject Access Request Policy**

**RECOMMENDATION**

That the Subject Access Request Policy be adopted

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

**25/P&F/40**

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

1. Email from RBC – Notification that a ACV Disposal Notice – Baptist Church – Agenda item for next meeting.
2. Email, PD Solutions re Job Evaluation – Noted.

The meeting closed at 7.45pm

DRAFT