

**MINUTES OF EAST LEAKE PARISH COUNCIL PERSONNEL & FINANCE COMMITTEE
HELD IN THE PARISH COUNCIL OFFICE ON TUESDAY 9th DECEMBER 2025 AT 7.30PM**

Present: Cllrs Kevin Shaw (Chair), Donna Griggs, Chris Garbett, Eleanor Robinson, Will Birch, Wendy Thompson and David Davis.

The Clerk, Sue Lewis and Cllr Carys Thomas were also present.

Apologies for Absence: Cllr Liz Taylor– reasons given and accepted

25/P&F/41

Declaration of Interest in Items on the Agenda

None

25/P&F/42

Chair's Announcements

Reminder that it is the Christmas dinner on Thursday

25/P&F/43

**To Report any Matters arising from Minutes of Meeting 11th
November 2025 – for information only**

None

25/P&F/44

**To Consider Request from NHP Working Party to invite 3
Consultants to address the Working Party on the way forward
with the NHP**

The Chair referred to the report previously circulated and following a discussion the following was agreed.

RESOLUTION

That all three consultants be invited to present to the Working Party at a cost of £1,850, after which a decision will be made regarding which consultant to appoint.

**Proposed Cllr Donna Griggs
Agreed Unanimously**

Seconded Cllr Chris Garbett

25/P&F/45

To Consider Request from ST to dredge Sheepwash Brook

The Committee agreed to the request from ST to have brook dredged from the bridge near to the Police Station down to the bridge at the Three Horse Shoes

**Proposed Cllr Kevin Shaw
Agreed Unanimously**

Seconded Cllr Donna Griggs

25/P&F/46

To Receive & Discuss the first draft Budget 2026/2027

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

Following discussion, no comments were raised. The Chair reported that he had emailed the remaining members of the Parish Council for feedback, but none was received. He confirmed that a resolution to adopt the proposed budget will be made at the next P&F Committee meeting, ahead of its presentation to Full Council on 27 January 2026.

25/P&F/47

**To Approve Bill Payments, Bank Transfers, Direct Debits,
and Salaries for December 2025 – details to follow**

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.

**Proposed Cllr Kevin Shaw
Agreed Unanimously**

Seconded Cllr Donna Griggs

25/P&F/48

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

1. NALC Monthly Newsletter – noted
2. Email from Baptist Church on ACV – Agenda item for Full Council in January
3. Community Crime Watch Newsletter - Noted

The meeting closed at 8.02pm