

MINUTES OF THE MEETING OF EAST LEAKE PARISH COUNCIL HELD AT THE EAST LEAKE PARISH COUNCIL OFFICES ON TUESDAY 26TH MAY 2026 AT 7.30PM

Present: Cllrs: Eleanor Robinson (Chair), Donna Griggs, David Davis, Mike Sharpe, Will Birch, Jason Billin, Chris Garbett, Susan Davis, Liz Taylor, Mel Roper, and Kevin Shaw.

Also present: Sue Lewis (Clerk), Ally Moore (Assistant Clerk), and Laura Macrae (on behalf of the East Leake Shops Consortium)

26/010 Apologies for Absence

Cllrs Wendy Thompson & Chris Jennison (ELPC), and Cllrs Lesley Way & Carys Thomas (RBC) – reasons given and accepted.

26/011 To Accept the Chairman's Declaration of Office

Cllr Eleanor Robinson signed the Chair's Declaration of Acceptance of Office with the Clerk as witness.

26/012 Chair's Announcements

The Chair advised that a request for an election has been submitted by a resident. Unless the election is contested, the associated costs will fall to the Parish Council. It was noted that sufficient funds are available within the earmarked reserves to meet this expense.

The Chair and Clerk have been invited to attend the presentation ceremony for the King's Award to Community Care on 6th June.

The Chair reported that a request had been received from a councillor to fly the LGBTQ+ flag during the month of June, in accordance with the Council's Flag Policy. The flag has now been ordered.

26/013 Declaration of Interest in Items on the Agenda

None

26/014 To Consider request from East Leake Shops for financial support to promote the High Street and its independent businesses

Laura Mccrae (representative from East Leake Shops) attended the meeting to present a proposal for a village event provisionally titled "East Leake on the Street", planned for 4th July 2026. Members were advised that the event aimed to increase footfall within the village centre, promote independent businesses and encourage wider community engagement through shop displays, children's activities and promotional events. A request was made for financial support of £500 towards publicity materials and reusable event equipment. Members discussed the timing of the event, its potential impact within the village, arrangements for administering expenditure and the importance of acknowledging Parish Council support within publicity material.

RESOLUTION:

It was resolved that up to £500 be allocated from the events budget to support the initiative, with expenditure to be administered through the Parish Council in accordance with financial regulations.

Proposed: Cllr Donna Griggs
Agreed unanimously

Seconded: Cllr Liz Taylor

1945 – Laura Mccrae left the meeting

26/015 To Receive Reports from Outside Bodies including County and Borough Councils

There were no reports.

26/016 To Approve as a True Record Minutes of the following meetings: -

- **Parish Council Meeting 28th April 2026 (pages 113-118)**
Any matters arising for information only: None

Proposed: Cllr Eleanor Robinson **Seconded:** Cllr Donna Griggs
Agreed unanimously

- **Planning Committee –28th April (pages 119-120)**

Proposed: Cllr Chris Garbett **Seconded:** Cllr Will Birch
Agreed unanimously

- **Annual Parish Council Meeting, 12th May 2026 (pages 1-4)**

Proposed: Cllr David Davis **Seconded:** Cllr Mike Sharpe
Agreed unanimously

26/017 To Receive Annual Internal Audit Report, page 3 of AGAR

The Chair referred to the previously circulated internal auditors report.

RESOLUTION:

That the Parish Council acknowledges the internal auditors report with no recommendations.

Proposed: Cllr Donna Griggs
Agreed unanimously

Seconded: Cllr Kevin Shaw

26/018 To undertake review of Annual Return for year ended 31.03.26, known as “AGAR”, Annual Governance and Accountability Return, and authorise the Chairman to sign on behalf of Council – Annual Governance Statement section 1, page 4

The Chair referred to the above Accounting Statement previously circulated and confirmed that all figures were correct.

RESOLUTION:

That the Chair and the Clerk be authorised to sign the Accounting Statement on behalf of Parish Council.

Proposed: Cllr David Davis
Agreed Unanimously

Seconded: Cllr Mel Roper

26/019 To Authorise the Chairman to Sign on Behalf of Council – Accounting Statement section 2, page 5 and agree Confirmation of the dates of the period for the exercise of public rights.

The Chair referred to the above Accounting Statement previously circulated and confirmed that all figures were correct.

RESOLUTION:

That the Chair and the Clerk be authorised to sign the Accounting Statement on behalf of Parish Council.

Proposed: Cllr Will Birch
Agreed Unanimously

Seconded: Cllr Mel Roper

26/020 Baptist Church – To agree:
a) **Structural Quotes**
b) **Business & Financial Plan**
c) **Agree a Purchase Offer and Action**

Members considered updates relating to the potential purchase of the Baptist Church building, including structural quotations, a draft business and financial plan and possible future action. Extensive discussion took place regarding the long-term financial implications of any acquisition, including ongoing maintenance liabilities, repair costs, projected hire income, potential borrowing requirements and the suitability of the building as a community asset. Members also discussed responsibilities associated with the burial ground and concerns regarding the future sustainability of the project. During discussion, concerns were raised regarding the disclosure of valuation information during informal discussions with representatives of the Baptist Church. Members agreed that further work was required in relation to financial projections, liabilities and business planning before any decision could be made regarding a purchase offer. Two quotes were received in the sum of £1200 + VAT and £1150 + VAT.

RESOLUTION:

That the council proceed with the quote from ECL for £1150 + VAT.

Proposed: Cllr David Davis
Agreed Unanimously

Seconded: Cllr Mel Roper

26/021 To Receive Quotation for Annual Insurance Policy and Agree

Members considered the quotation received for the Council's annual insurance policy renewal. It was noted that the premium had increased slightly compared to the previous year (increased from £8190.57 from £7962.84. Following consideration of the quotation and the level of cover provided, it was resolved that the annual insurance policy renewal be approved.

Proposed: Cllr Eleanor Robinson
Agreed Unanimously

Seconded: Cllr Kevin Shaw

26/022 To Consider a Reinstatement Cost Assessment for Insurance purposes on the Parish Office

Members considered quotations for a reinstatement cost assessment of the Parish Office for insurance purposes. Discussion took place regarding whether a full site inspection was necessary or whether a desktop assessment would be sufficient given that no significant alterations had been made to the building since the previous assessment. Following

discussion, members resolved to proceed with a desktop reinstatement valuation assessment at a cost of £180 + VAT.

Proposed: Cllr Kevin Shaw
Agreed Unanimously

Seconded: Cllr Mike Sharpe

26/023 To Receive an update on the Public Toilets and Agree Quotation to complete the works

Members received an update regarding the ongoing refurbishment works to the public toilets and considered quotations for completion of the project. Discussion included the proposed specification of works, including wall finishes, ceiling alterations, hand basins, hand dryers and baby changing provision, together with contractor availability, project timescales and payment arrangements. Members also discussed issues arising from the previous contractor and the possibility of pursuing recovery action through the company administrators.

Two quotations were received to complete the remaining works, with Quote 1 totalling £25,486 and Quote 2 totalling £41,917.15.

RESOLUTION:

To accept the quotation from CIG builders for £25,486 subject to clarification of the works included and confirmation that no upfront payment would be required. The Clerk was also authorised to continue correspondence with the administrators relating to the previous contractor.

Proposed: Cllr Donna Griggs
Agreed Unanimously

Seconded: Cllr Kevin Shaw

26/024 To Receive Updates on:

Health Centre
No reports

ST – Update on Pumping Station

Cllr Chris Garbett reported that he and the Clerk had attended a recent stakeholder meeting with representatives from Severn Trent, Fisher German and project engineers to discuss the proposed scheme, including possible pipeline routes, access arrangements and construction requirements. Members discussed concerns regarding disruption during the works, including maintaining access to the car park, temporary closures, disabled access arrangements and the potential impact on future development opportunities. Compensation arrangements relating to temporary land use, accommodation works and disturbance were also discussed, together with environmental considerations and route selection. Members were advised that further surveys and liaison meetings would continue as the project progressed.

26/025 To Receive Verbal Reports from Sub-committees, Working Parties, Coordinators and Portfolio holders

Councillor David Davis reported on the recent East Midlands Airport Parish Forum team meeting held on 11th May 2026. Members received updates regarding the Freeport and the potential implications for surrounding communities, together with information relating to community engagement initiatives and water discharge matters. It was noted that freight activity at the airport had increased, with additional freight flights now operating, although relatively few complaints had been received from East Leake in comparison with some surrounding areas. Members were also advised that new flight routes to Paris and Jersey were being introduced.

The Clerk reported that she and Cllr Donna Griggs had attended the recent Ratcliffe on Soar Parish Council Update Meeting held on 18th May 2026 regarding the Local Development Order (LDO), ongoing decommissioning and demolition works at the Ratcliffe-on-Soar Power Station site. It was reported that overall progress on the project remained positive.

26/026 To Approve Bill Payments, Bank Transfers, Direct Debits, and Salaries for May 2026

The previously circulated list was approved.

Additional items since list was circulated:

DD	£109.00	Rushcliffe Borough Council (Costock Road Car Park Rates)
BACS	£438.35	Konica Minolta (photocopying)
BACS	£102.34	Bunzl (cleaning products)
RCPT	£6.00	Costock Parish Council (printing charges)

Proposed: Cllr Eleanor Robinson **Seconded:** Cllr Will Birch
Agreed unanimously

26/027 To Report Correspondence Received – for information only

1. Freedom of Information received from resident in relation to the refurbishment of the public toilets – Clerk to action
2. NALC newsletter
3. RSVCSG draft minutes from April meeting
4. East Leake Village Hall Trustee Annual Report
5. Meeting notes from Severn Trent meeting on 16th April 2026

Meeting closed at 20.36