

# **Minutes of the Annual Parish Meeting held on Wednesday 14<sup>th</sup> May 2025 at Old Leake Community Centre at 6:30pm**

## **1. Opening and welcome from the Parish Council Chair.**

Apologies were received from the Chair – Cllr Dickason. Cllr Ashton as Vice-Chair, chaired the meeting. Cllr Ashton welcomed everyone to the Annual Parish Meeting.

## **2. To approve the minutes of the Annual Parish Meeting held in 2024**

It was proposed, seconded and resolved to accept the notes as the minutes.

## **3. Chair's report**

Cllr Ashton provided a report.

It has been a year of significant change and sadness for Old Leake Parish Council. Our long serving Clerk of 16 years, Joann Greer, suddenly passed away, she was the glue that held everything together. Her knowledge, dedication and strength supported countless projects and decisions over the years, always ensuring the best for Old Leake. She will be greatly missed.

We also mourn the loss of Michelle, our Community Outreach representative. Her loss is felt by all who knew her. Additionally, this year saw the retirement of Frank Pickett, who stepped down as Chairman of the Council this year. Frank's leadership, dedication and service to Old Leake have been greatly appreciated. He always had the community's best interests at heart. We extend our sincere thanks to Frank for his contributions.

With a change in Chairman and Clerk in such a short space of time it has undoubtedly brought its challenges. Rebecca Herberts has stepped in as Interim Clerk and Cllr Dickason was elected as Chairman. We move forward with the gratitude for the service of those we've lost and confidence in the individuals now helping shape our future.

We also extend our heartfelt thanks to Cllr Skinner, who has served as our County Councillor for the past 8 years. His commitment, insight, and hard work on behalf of our parish have been greatly appreciated. While we are sad to see him step back from the county role, we are grateful to continue working alongside him as a valued member of the Parish Council.

## **4. The Clerk & Responsible Finance Officer's Report 2024/25**

There was no report from the Clerk.

## **5. Parishioners' comments, questions and views**

There were no comments or questions from the members of the public.

*The meeting closed at 6:54pm.*

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Notes from 15-minute public forum on 06 May 2025

There were 2 members of the public present.

Statements/Questions raised:

- a. One of the trees in the MUGA has fallen.

*07:01pm The Public Forum was closed, and the Parish Council Meeting began.*

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## **Minutes of the meeting of Old Leake Parish Council held on Wednesday 14th May 2025 at 7:00pm at Old Leake Community Centre.**

### **1/5/25 Election of the Chair – Receive signed declaration of acceptance of office**

Councillor Dickason was proposed, seconded and unanimously resolved as the Chair. With Cllr Dickason not present at the meeting it was resolved that the acceptance of office form be completed at the next Parish Council meeting.

### **2/5/25 Election of Vice-Chair – Receive signed declaration of acceptance of office**

Councillor Ashton was proposed, seconded and unanimously resolved as the Vice Chair. The acceptance of office form was signed.

### **3/5/25 Apologies for absence and reasons given in accordance with 1972 Local Governments Act s.85.**

Apologies: Cllr David Dickason and Community Member Walter Seekamp.

Present: Cllrs Tom Ashton, Guy Bull, Sandra Pickett, Paul Skinner and Sam Wild.

Also Present: Interim Parish Clerk Rebecca Herberts.

### **4/5/25 To consider applicants for co-option onto the Parish Council**

There were no applications received for this meeting.

### **5/5/25 To receive declarations of interest under the Localism Act 2011 and consider any requests for dispensations**

There were no declarations of interest.

### **6/5/25 Draft notes of the meeting held 09 April 2025 resolution to adopt.**

It was resolved that the minutes previously circulated be signed as the minutes.

### **7/5/25 Election of members to working groups and outside organisations:**

- a. Finance: Guy Bull
- b. CCTV: Guy Bull, David Dickason and Paul Skinner
- c. Playgrounds: David Dickason
- d. Enos Wood & Washdyke Lane Project: David Dickason
- e. LALC: David Dickason
- f. Community Centre Representative: To be agreed at the next Parish Council meeting
- g. Alanson & Erskine Foundation Representative: Sandra Pickett
- h. Alms Houses: Sandra Pickett

### **8/5/25 Review Standing Orders**

A copy of the revised Standing Orders would be emailed to the Councillors for sign off at the next meeting.

### **9/5/25 Review Financial Regulations**

A copy of the revised Financial Regulations would be emailed to the Councillors for sign off at the next meeting.

### **10/5/25 Review and update the CCTV Policy**

A copy would be emailed to the Councillors for sign off at the next meeting.

### **11/5/25 To note CCTV updates & image requests**

CCTV had been requested of a vehicle in the Community Centre car park. It was also reported that one of the cameras in the play area was hanging down. This would be looked at with a view to repair it.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

**12/5/25 To receive a report from the Recreation Area Working Group, resolve actions and expenditure for issues raised:**

- a. Washdyke: Automatic closures are faulty. Gate closures broken. These would be inspected and alternative solutions investigated.
- b. Furlongs: The damaged basket swing and witches' hat are to be removed and sent away for repair.
- c. Enos Wood: Nothing to report.

**13/5/25 Financial Matters:**

- a. Resolution to approve payment of accounts as listed: It was resolved to pay the outstanding invoices totalling £247.50 for use of the rooms at the community centre.
- b. To note the bank reconciliation

Due to the circumstances there has been a delay with payments and no current visibility at the bank. It was resolved that Frank Pickett would remain on the mandate and sign cheques on our behalf until the Interim Clerk was added to the mandate and changes could be made.

**14/5/25 Highway Matters:**

- a. Receive issues requiring maintenance/ Repair: it was reported that The Gride and the hobhole were due to be scheduled in for repair.
- b. To receive reactive speed sign data: Cllr Paul Skinner and Interim Clerk Rebecca Herberts would look at the speed sign to get it charged and then try to retrieve any data.

**15/5/25 Planning Matters**

There were no planning matters for this meeting.

**16/5/25 To note an update regarding the young people's service provided by OLPC**

There were no updates for this meeting.

**17/5/25 To note an update regarding Old Main Road MUGA**

There were no updates for this meeting.

**18/5/25 To note an update regarding the village maintenance schedule of works to go out to tender.**

The Clerk would liaise with Councillors via email to make sure the list of work to be carried out had everything included. It was discussed that the posts on Vicarage Gardens need replacing. It would be asked if BBC should be cutting the grass on there too.

**19/5/25 To note general correspondences not addressed on this agenda and respond if required.**

The Community Centre Committee AGM is due to be held on 21 May 2025, a representative from the Parish Council had been invited to attend. Cllr Sam Wild agreed to attend to represent the Parish Council.

**20/5/25 To confirm the date and time of the next meeting 11 June 2025 and note any suggested agenda items.**

It was resolved that the next meeting would be held on 11 June 2025. There were no suggested agenda items.

**21/5/25 To resolve on whether the Council will move into closed session to consider the following confidential and legal matters in accordance with the Public Bodies (Admission to Meetings) Act 1960. (Should this resolution be passed the public and press will be required to leave the meeting at this stage)**

It was proposed, seconded and resolved to move into closed session.

**22/5/25 To discuss the old Co-op building in Old Leake**

A discussion was had with regards to the building. Suitability of the property and next steps were resolved.

*There being no other business the meeting closed at 7:59pm*

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_