



# COUNTESTHORPE PARISH COUNCIL

Countesthorpe Village Hall, Station Road, Countesthorpe, Leicester. LE8 5TB

Telephone: 0116 277 9518

Email: [manager@countesthorpeparishcouncil.co.uk](mailto:manager@countesthorpeparishcouncil.co.uk)

Web site: [www.countesthorpeparishcouncil.co.uk](http://www.countesthorpeparishcouncil.co.uk)

Miss J Leech, Parish Council Manager and Clerk of the Burial Board

Councillors are required to attend a meeting of the Parish Council which will be held at the Village Hall, Station Road, Countesthorpe on Thursday 12<sup>th</sup> February 2026 at 7.30pm.

## Agenda

1. To receive apologies for absence, if any
2. To receive disclosures of interest and to consider any requests for dispensation
3. To approve and sign minutes of the meeting held 8<sup>th</sup> January 2026
4. To consider applications for Councillor vacancies
5. To appoint representatives to Committees, Working Parties and outside bodies, and discuss Terms of Reference for the Committees and Working Parties
6. To receive reports and questions from Representatives, County Councillor, District Councillor and Parish Councillors
7. Public Participation Session – Members of the public will be invited to speak on items on the agenda or matters of urgent concern. This session will be limited to fifteen minutes
8. To report any matters arising for information purposes only
9. To discuss police matters
10. To discuss youth work matters, including receiving the monthly report
11. To approve accounts for payment as verified by the Finance Working Party
12. To receive any correspondence
  - a. From a local resident with regard to the road network and flooding in Countesthorpe
  - b. Leicestershire County Council – Nuisance Parking Leaflet for Parish Councils
13. Flooding Update
14. To receive the report from the Library Committee meeting held 26<sup>th</sup> January 2026
15. To report and approve the recommendations from the Estates Working Party meeting held 9<sup>th</sup> February 2026
  - a. To receive the Head Groundsman's report
    - i. Projects programme update
    - ii. Routine maintenance programme
  - b. To discuss the Cemetery, including
    - i. Cemetery (A) and (B)
    - ii. Cemetery B layout
    - iii. Memorial inspections
  - c. Community Speed Watch
  - d. To consider any maintenance issues
  - e. To receive any correspondence
  - f. To consider matters raised to the attention of the Estates Working Party by non-member Councillors
  - g. To receive matters arising for information purposes

16. To receive the reports from the Planning Committee meetings held 22<sup>nd</sup> January 2026 and 12<sup>th</sup> February 2026
17. To report and approve the recommendations from the Finance Working Party meeting held 11<sup>th</sup> February 2026
  - a. Review budget and expenditure 2025/2026
  - b. List of grounds maintenance equipment
  - c. Gov.uk domain name
  - d. Library doors
  - e. Hanging basket sponsorship
  - f. ESPO – gas renewal sponsorship
  - g. To verify bank reconciliations against bank statements and payments – To note that Cllr K McGovern has verified bank reconciliations against bank statements and payments for all accounts to the 31<sup>st</sup> December 2025
  - h. Verification of online bank statements against bank reconciliations – To note that Cllr C Ibbotson has verified the bank statements against bank reconciliations for all accounts to 31<sup>st</sup> December 2025
  - i. Quotation for the internal audit for year end 2025/2026
  - j. Review Financial Regulations and Standing Orders
  - k. To review the Financial Risk Assessment
  - l. Grant aid
    - i. Greenfield Primary School PTFA
    - ii. Tom Berry – Explorer Scout & Young Leader
  - m. S106 payment
  - n. To receive any correspondence
  - o. Matters arising for information purposes
18. To receive any matters the Parish Manager may wish to raise for information purposes only
19. Date of next meeting – Scheduled for 12<sup>th</sup> March 2026



Parish Council Manager  
5<sup>th</sup> February 2026