



COUNTSTHORPE PARISH COUNCIL

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

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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 13th August 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 9th July 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. Conclusion of Audit Year Ending 31st March 2026
 - i. To note Section 3 of the External Auditor's Report and Certificate for YE 2025/2026 and the limited assurance opinion
 - ii. To note the covering letter from the External Auditor, Moores, dated 30th July 2026
 - iii. To note the Conclusion of Audit Notice has been published on the website and noticeboard
13. To receive any correspondence
 - a. Leicestershire County Council – Minor Improvements Programme (deadline 30th September 2026)
14. Local Government Reorganisation
 - i. Outcome of Local Government Review - Copies of correspondence from government to Chief Executives of Leicester, Leicestershire and Rutland Councils
 - ii. List of services currently provided by County and District
 - iii. Timescales
15. Blaby District Local Plan – to adopt the recommendation of the Planning Committee
16. To report and approve the recommendations from the Estates Working Party meeting held 10th August 2026
 - a. Grounds maintenance update
 - i. To review the 2026/27 projects list
 - ii. To receive the Head Groundsman's report
 - iii. Routine maintenance programme

- iv. Items raised prior to the agenda being distributed by members of the public or councillors
 - b. To discuss the Cemetery, including
 - i. Cemetery (A) and (B)
 - To review the cemetery rules
 - Necessary works
 - Feedback from site visit to discuss where trees will need to be removed at bottom of the cemetery
 - ii. Cemetery B layout
 - c. Christmas tree/lights churchyard
 - d. To receive any correspondence
 - i. Resident of Willoughby Road regarding gates to Willoughby Road Playing Fields
 - ii. From MP with regards to the maintenance of the area of green space at corner of Dale Acre with Reed Pool
 - e. To consider matters raised to the attention of the Estates Working Party by non-member Councillors
 - f. To receive matters arising for information purposes
17. To receive the reports from the Planning Committee meetings held 23rd July 2026, 6th August 2026 and 13th August 2026
18. To report and approve the recommendations from the Finance Working Party meeting held 12th August 2026
- a. Budget and expenditure 2026/2027
 - b. Conclusion of Audit for the year ended 31st March 2026
 - i. To note Section 3 of the External Auditor's Report and Certificate for YE 2025/2026 and the limited assurance opinion
 - ii. To note the covering letter from the External Auditor, Moores, dated 30th July 2026
 - iii. To note the Conclusion of Audit Notice has been published on the website and noticeboard
 - c. PCI DSS renewal – Card machine
 - d. Projects list including long term
 - e. Book stock value
 - f. Grant aid
 - g. S106 payment
 - h. To receive any correspondence
 - i. Matters arising for information purposes
19. To receive any matters the Parish Manager may wish to raise for information purposes only
20. Date of next meeting – Scheduled for 10th September 2026



Parish Council Manager
6th August 2026