



COUNTSTHORPE PARISH COUNCIL

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

Telephone: 0116 277 9518

Email: manager@countesthorpeparishcouncil.co.uk

Web site: 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 10th September 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 13th August 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. Leicestershire County Council, Flood Risk Management – Mennecy Close
13. Local Government Reorganisation
14. To report and approve the recommendations from the Estates Working Party meeting held 7th September 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)
- Necessary works
 - ii. Cemetery B layout
 - c. Annual playground inspection reports
 - d. Christmas tree/lights churchyard
 - e. Tree survey 2026
 - f. Leicestershire County Council's minor improvements programme
 - g. To receive any correspondence
 - i. Blaby District Council – review of existing bins

- h. To consider matters raised to the attention of the Estates Working Party by non-member Councillors
 - i. To receive matters arising for information purposes
15. To receive the report from the Village Hall Management Committee meeting held 23rd July 2026
16. To receive the report from the Strategic Planning and Policy Committee meeting held 18th August 2026
17. To receive the report from the Planning Committee meeting held 10th September 2026
18. To report and approve the recommendations from the Finance Working Party meeting held 9th September 2026
- a. Budget and expenditure 2026/2027
 - b. Projects list including long term
 - c. NJC pay agreement for 2026/2027
 - d. To verify bank reconciliations against bank statements and payments – for Cllr K McGovern to verify the bank reconciliations against the bank statements and payments for all accounts
 - e. To verify online bank statements against bank reconciliations – for Cllr C Ibbotson to verify the bank statements against bank reconciliations for all accounts
 - f. To appoint the Internal Auditor to complete the six monthly internal audit 26/27
 - g. Review of Borrowing and Investment Strategy Policy document
 - h. Review of Financial Regulations and Standing Orders
 - i. Three year full tree inspection
 - j. Blaby and Whetstone Football Club
 - k. Hand to arm vibration (HAVs)
 - l. Survey of internal fire doors
 - m. Rialtas software – finance package and cemetery/memorial package
 - n. Grant aid
 - i. Fun & Friendship – 2026 Christmas party
 - o. Country Park
 - p. S106 payment
 - q. To receive any correspondence
 - r. 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 8th October 2026



Parish Council Manager
3rd September 2026