

The meeting of Countesthorpe Parish Council was held on Thursday 13<sup>th</sup> August 2026 when there were present:

Councillors: M Smith, V Armstrong, M Gillespie, C Ibbotson, K McGovern, P Mount, A Spooner, J Thacker and S Turner

Also present was Blaby District Councillor, R Holdridge, PCSO Kirsty Reid and one member of the public.

Prior to the start of the meeting there was a minute's silence as a mark of respect for former Parish Councillor, Andrew Oughton, who had recently passed away.

2026/27 062. To receive apologies for absence, if any

Apologies were received from Cllrs R Bayliss, D Billings, A Clifford, S Kinvig, S Palmer, K Pearce, W Read and D Shuttleworth as well as Leicestershire County Councillor, G Cooke.

2026/27 063. To receive disclosures of interest and to consider any requests for dispensation

There were no disclosures of interest.

2026/27 064. To approve and sign the minutes of the meeting held 9<sup>th</sup> July 2026

Minutes of the meeting held 9<sup>th</sup> July 2026 were circulated prior to the meeting. It was resolved to approve the minutes, which were signed by the Chairman as an accurate record.

2026/27 065. To consider applications for Councillor vacancies

There were no applications received.

2026/27 066. To appoint representatives to Committees, Working Parties and outside bodies, and discuss Terms of Reference for the Committees and Working Parties

There was nothing to discuss.

2026/27 067. To receive reports and questions from Representatives, County Councillor, District Councillor and Parish Councillors

Blaby District Councillor, R Holdridge, provided information on Blaby District Council's Council Award Improvement Scheme in which each District Councillor is awarded £3000 to be used on improvements in their ward. He reported that fellow District Councillors, R Bayliss and A Clifford, along with himself had decided to unofficially pool their funding to be used on community projects within their ward. Details were provided regarding some of the eligibility criteria with it being noted that Parish Councils were eligible to apply and that there was a deadline of 31<sup>st</sup> March 2027.

Cllr S Turner requested an update on the next meeting of the Emergency Plan Working Group. This would be organised as soon as possible.

2026/27 068. Public participation session

There was one member of the public present who wished to thank the Parish Council for its ongoing efforts with regards to responding to planning applications on behalf of the village. He also requested an update on timescales for the roundabout on Foston Road which was provided by representatives of the Parish Council.

2026/27 069. To report any matters arising for information purposes only

There were no matters arising.

2026/27 070. To discuss police matters

Cllr K McGovern reported on local police matters including social media reports and crime statistics.

PCSO Kirsty Reid provided further updates on local operations and incidents, also reporting that July of 2026 was the busiest ever seen in Countesthorpe with crime up 100% on the previous two years.

2026/27 071. To discuss youth work matters, including receiving the monthly report  
The youth workers' report on activities which had taken place during July 2026 was received.

2026/27 072. To approve accounts for payment as verified by the Finance Working Party  
It was resolved to approve the following Direct Debit and Business Card accounts for payment:

| Parish Council                   |           |                           |           |
|----------------------------------|-----------|---------------------------|-----------|
|                                  | £         |                           | £         |
| Wages                            | 16,744.61 | HMRC                      | 5,735.49  |
| Leicestershire County Council    | 4,358.98  | TotalEnergies Gas & Power | 419.95    |
| TotalEnergies Gas & Power        | 98.38     | ESPO                      | 198.85    |
| Lloyds Bank                      | 19.12     | Water-plus                | 28.29     |
| Clover International Marketplace | 23.00     | Water-plus                | 402.46    |
| Lloyds Bank                      | 8.50      | Water-plus                | 29.71     |
| System-Matic Ltd                 | 38.46     | R E Bowers & Freeman      | 116.27    |
| System-Matic Ltd                 | 212.95    | Community Heartbeat       | 198.00    |
| ESPO                             | 446.75    | Blaby District Council    | 2,322.09  |
| Blaby District Council           | 1,040.23  | E H Smith                 | 46.68     |
| Young Leicestershire Ltd         | 2,659.47  | Enva England Ltd          | 17.17     |
| Petersfield Growing Mediums      | 312.70    | Secom Plc                 | 642.48    |
| Secom Plc                        | 301.20    | Secom Plc                 | 416.40    |
| K. Tee Tyres Ltd                 | 25.00     | Shaw & Sons               | 408.00    |
| Crown Heating Services           | 259.20    | Palmer's Garden Centre    | 10.00     |
| Coltman Bros                     | 71.98     | Fuel Genie                | 311.89    |
| Moore                            | 1,638.00  | Chandlers Farm Equipment  | 152.71    |
| Blaby Building Supplies          | 28.80     | Fenland OLP               | 388.80    |
| Coltman Bros                     | 80.83     | Mr R Loach                | 144.00    |
| Secom Plc                        | 1,704.05  | S Matts                   | 12.25     |
| G Moule                          | 331.00    |                           |           |
| Total                            |           |                           | 42,405.00 |

| Village Hall               |          |                            |          |
|----------------------------|----------|----------------------------|----------|
|                            | £        |                            | £        |
| Refunds                    | 700.00   | Libra Drinks Wholesale Ltd | 715.92   |
| Performing Rights Society  | 1,326.00 | SNJ Cleaning Services      | 60.00    |
| Libra Drinks Wholesale Ltd | 332.68   |                            |          |
| Total                      |          |                            | 3,134.60 |

It was resolved that the Salary, Pension and HMRC payments for July 2026 were approved.

2026/27 073. Conclusion of Audit Year Ending 31<sup>st</sup> March 2026

- i. To note Section 3 of the External Auditor's Report and Certificate for YE 2025/2026 and the limited assurance opinion

The External Auditor's report for the year ended 31st March 2026 was received with one matter arising as part of the External Auditor's limited assurance opinion, which was noted as follows:  
*The council should ensure that where a 'No' response is provided on the AGAR, the reason for that response is published with the AGAR form as well as being provided to the auditor as required by paragraph 1.6 of the SAPPP Practitioners' Guide 2025.*

- ii. To note the covering letter from the External Auditor, Moores, dated 30th July 2026

The covering letter, received from the External Auditor, Moores, dated 30<sup>th</sup> July 2026, was received and noted that it be ensured that a letter of engagement covering the roles and responsibilities of the internal auditor along with other areas noted under Paragraph 4.13 of the Practitioners' Guide 2025, be issued.

- iii. To note the Conclusion of Audit Notice has been published on the website and Notice Board  
It was noted that the Conclusion of Audit notice had been published on the Parish Council's website and noticeboard.

2026/27 074. To receive any correspondence

- a. Leicestershire County Council – Minor Improvements Programme (deadline 30th September 2026)  
Correspondence had been received from Leicestershire County Council regarding its Minor Improvements Programme with the deadline for proposals noted as 30<sup>th</sup> September 2026. This would be referred to the Planning Committee and Estates Working Party for suggestions of issues which could be recommended for improvement as part of the scheme.

2026/27 075. Local Government reorganisation

- i. Outcome of Local Government Review - Copies of correspondence from government to Chief Executives of Leicester, Leicestershire and Rutland Councils  
The outcome of the Local Government review was noted with the option selected for adoption being that proposed by Leicester City Council, which consisted of two unitary authorities, Leicester City and Leicestershire and Rutland.
- ii. List of services currently provided by County and District  
A list of services which are currently provided by Leicestershire County Council and Blaby District Council had begun to be drawn up.
- iii. Timescales  
An update on Local Government Reorganisation anticipated timescales was received with elections for shadow Councillors for each authority set to take place in May 2027 and the new authorities scheduled to be officially in place by April 2028.

2026/27 076. Blaby District Local Plan – to adopt the recommendation of the Planning Committee

It was resolved to approve the recommended response, as proposed by the Planning Committee, to Blaby District Council's Local Plan Consultation for submission supporting the plan with modifications.

2026/27 077. To report and approve the recommendations from the Estates Working Party meeting held 10<sup>th</sup> August 2026

The report of the Estates Working Party meeting held on 10<sup>th</sup> August 2026 was received. It was resolved to approve the following recommendations and the report be adopted.

- *To purchase a replacement spare dog waste bin, due to the current spare having been used at The Spinney, at a cost of £246.44 plus £12.50 delivery*
- *To adopt the cemetery rules, following their review as requested by the Parish Council, to make the language more empathetic*
- *To remove 3 or 4 trees from the bottom of Cemetery A, preserving native trees where possible, prior to clearing the area and grassing it over*
- *In response to correspondence received from a resident of Willoughby Road requesting the Parish Council revert to locking the gates shut overnight due to antisocial behaviour in the car park, to . Enquire with Blaby Parish Council for any advice due to them experiencing similar issues on their open spaces*  
*. Contact the local police regarding the incidents on Willoughby Road Playing Fields*  
*. Respond to the resident to advise of the above actions*

It was further resolved to contact plantscape regarding this year's hanging baskets as certain baskets had not fared as well as others and clarification would be appreciated as to whether this was because of the hot weather or a particular plant which had been used.

2026/27 078. To receive the reports from the Planning Committee meetings held 23<sup>rd</sup> July 2026, 6<sup>th</sup> August 2026 and 13<sup>th</sup> August 2026

The reports of the Planning Committee meetings held 23<sup>rd</sup> July 2026, 6<sup>th</sup> August 2026 and 13<sup>th</sup> August 2026 were received.

2026/27 078. To report and approve the recommendations from the Finance Working Party meeting held 12<sup>th</sup> August 2026

The report of the Finance Working Party Meeting held 12<sup>th</sup> August 2026 was received. It was noted that the Finance Working Party had reviewed the budget to 31<sup>st</sup> July 2026 and it was reported to the Parish Council that there were no items of concern.

A copy of the budget report was made available to all Councillors on the members area of the website.

It was resolved to approve the following recommendations and the report be adopted.

- *To accept the quotes from RCD Electrical for undertaking Fixed Appliance Testing, at a cost of £35 per item, totalling £535 for the required 15 fixed appliances, to be completed every three years, and bringing forward the 5 yearly EICR, at a cost of £820*
- *To accept the quote of £410.15 from Crown Heating Services Ltd, to repair a leak which was discovered in one of the village hall boilers during its recent service*
- *To support the recommendation of the Estates Working Party, to purchase a replacement spare dog waste bin at a cost of £246.44 plus £12.50 delivery, however to postpone this for review towards the end of the financial year*
- *To accept the request for the Parish Council to purchase back a cremation plot for the original price paid by the residents, £331, as it is no longer required*
- *To accept the quote for the larger hedges at The Woodlands, Willoughby Road and Foston Road to be cut back, at a cost of £1520*
- *To accept the quote from Guardian Support to undertake a DSEAR assessment in the workshop at a cost of £595*
- *To renew the PCI DSS with Lloyds Bank by mid-September following review and confirmation that there had been no changes to the Information Security Policy. The Policy and supporting documents would be circulated to all staff with access to the Card Machine for annual reminder*
- *To refer to the Estates Working Party for discussion, projects which the remaining £6257 of developer funding could be used on as, although this should remain available to Countesthorpe Parish Council at the point that the new Unitary Council comes into power, this has not yet been confirmed and the funding opportunity would not want to be missed*

2026/27 079. To receive any matters the Parish Manager may wish to raise for information purposes only  
There were no matters to raise.

2026/27 080. Date of the next meeting

The date of the next meeting is scheduled for Thursday 10<sup>th</sup> September 2026 at 7.30pm.

Signed..... Chairman

Dated..... 2026