

A meeting of the Finance Working Party was held in the Village Hall, Station Road, Countesthorpe, on Wednesday 9th September 2026

Present: Cllrs M Smith, M Gillespie, P Mount, K Pearce, until item 15 and W Read.

Parish Council Manager: Miss J Leech

Assistant Parish Council Manager: Miss E Frost

The meeting was chaired by Cllr M Smith.

1. Apologies for absence, if any

There were no apologies for absence.

2. To receive disclosures of interest

There were no disclosures of interest.

3. To verify accounts for payment

It was recommended to approve the accounts for payment for the Parish Council and the Village Hall.

4. Budget and expenditure 2026/2027

The budget to 31st August 2026 was received and 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 noted that the remaining memorial inspections had now been completed and were not required to be re-inspected until 2030. There were eight memorials that had failed and had been banded and signed. The full report was currently being awaited.

The order for the replacement overhead barrier at Willoughby Road Playing Fields, totalling £2208.33, had been placed and had been accepted by the insurance provider with it being confirmed that the Parish Council would have to pay the £250 excess.

Recommended for approval

To proceed with appointing a new member of staff to work behind the bar.

To accept the quote from Secom for the repair/replacement of six emergency lights which had recently failed the six-monthly test, at a cost of £808.

To support the recommendation of the Estates Working Party, to purchase Christmas lights for installation in trees in The Square, at a cost of no more than £500.

5. Projects list including long term

There were no updates to consider.

6. NJC pay agreement for 2026/2027

It was noted that the pay negotiation for the current financial year had been agreed as 3.3% across all bands, and that the back pay, as well as applicable pay increase, would be issued in the next payroll. Additional information would be sent to the Chairman to cross check that the payments being made are correct.

7. 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

Arrangements would be made for Cllr K McGovern to complete relevant checks of the bank statements and payments against bank reconciliations for the second quarter of the 2026/2027 financial year, to 30th September 2026.

8. To verify online bank statements against bank reconciliations – for Cllr C Ibbotson to verify the bank statements against bank reconciliations for all accounts

Arrangements would be made for Cllr C Ibbotson to complete relevant checks of the bank reconciliations against bank statements for the second quarter of the 2026/2027 financial year, to 30th September 2026.

9. To appoint the Internal Auditor to complete the six monthly internal audit 26/27
Recommended for approval
To accept the quote from Ireland and Company for the six monthly 2026/2027 audit at a cost of £825 and for the scope of engagement letter to be issued to them.
10. Review of Borrowing and Investment Strategy Policy document
Recommended for approval
For the Investment Policy to be adopted by the Parish Council with no changes having been proposed.
11. Review of Financial Regulations and Standing Orders
Recommended for approval
To make no changes to the Financial Regulations or Standing Orders at the present time but to ask for volunteers from councillors at the next Parish Council meeting to be signatories on the online banking system for the authorisation of payments, in order to proceed with having dual authorisation.
12. Three year full tree inspection
To accept the quote of £5180 received from Beddows Tree Specialists for the three yearly tree survey, to be completed in December 2026.
13. Blaby and Whetstone Football Club
Recommended for approval
To proceed with offering Blaby & Whetstone Football Club an annual lease renewal for the use of Willoughby Road Playing Fields at a rate of £625.
14. Hand to arm vibration (HAVs)
Recommended for approval
To purchase a Kress hedge trimmer, at a cost of £429, to replace an existing hedge trimmer which was flagged up in the recent HAVs assessment as unsuitable for use for longer periods of time.

To bring back to a future meeting, quotes for a replacement ride on mower, due to the existing mower also being flagged up in the recent HAVs assessment as unsuitable for use for longer periods of time.

To investigate if any further batteries for the Kress equipment were required.
15. Survey of internal fire doors
Recommended for approval
To obtain quotes for remedial works to the interior fire doors, and to delegate authority to the Parish Council Manager to place an order up to a value not exceeding £4795.
16. Rialtas software – finance package and cemetery/memorial package
Initial costings for remote access to the financial package and the introduction of a cemetery/memorial package were received from Rialtas. More information would be brought back to a future meeting for consideration and discussion.
17. Grant aid
 - a. Fun & Friendship – 2026 Christmas party
Recommended for approval
To award a grant of £400 to Fun & Friendship towards their 2026 Christmas party.
18. Country Park
There was discussion regarding the future of the Country Park as regards to its current status and potentials for its future should the Local Government Review boundary changes continue to go ahead. Further investigations would be required, and also whether to seek the views of residents.

19. S106 payment

It was noted that there was now £5340 of S106 funding which had been made available to the Library from the Foston Road/Leicester Road development. This would be referred to the Library Management Committee.

20. To receive any correspondence

There was no correspondence.

21. Matters arising for information purposes

There were no matters arising.

22. Date of next meeting

The date of the next meeting is scheduled for Wednesday 7th October 2026.