



COUNTTESTHORPE 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 the meeting of the Parish Council which will be held at the Village Hall, Station Road, Countesthorpe on Thursday 11th January 2024 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 the minutes of the meeting held 14th December 2023
4. To consider applications for the Councillor vacancies
5. To report any matters arising for information purposes only
6. To appoint representatives to Committees, Working Parties and outside bodies, and discuss Terms of Reference for the Committees and Working Parties
7. To receive reports and questions from Representatives, County Councillor, District Councillor and Parish Councillors
8. 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
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 adopt the proposed budget and precept requirement for 2024/2025
13. Duty to consider biodiversity – To consider recommending to the Strategy Planning & Policy Committee to consider forming a policy
14. To consider the outcome of recent local flooding
15. To receive any correspondence
16. To report and approve the recommendations from the Estates Working Party meeting held 8th January 2024
 - a. To discuss the Cemetery, including
 - i. Cemetery (A) and (B)
 - ii. Wildlife area at bottom of Cemetery A
 - iii. Cemetery B layout
 - b. Leysland Play Area
 - c. Open spaces on Gwendoline Drive
 - d. To consider any maintenance issues
 - i. Potential wildflower areas around Countesthorpe
 - ii. Remedial works to dropped soil at Cemetery
 - iii. Knee high fencing to front of Village Hall
 - e. Tree Survey

- f. To discuss options for Christmas lights
 - g. To receive any correspondence
 - 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
17. To receive the report from the Planning Committee meeting held 11th January 2024
18. To report and approve the recommendations from the Finance Working Party meeting held 10th January 2024
- a. Review budget and expenditure
 - b. Quarterly Financial Reports as at 31st December 2023
 - c. Write off of unrepresented cheques at end of 3rd Quarter
 - d. Draft Budget 2024/2025
 - e. To discuss the events budget
 - f. Chairman to sign the online bank statements and file with bank reconciliations
 - g. To review bank reconciliations and bank statements
 - h. Internal Audit – Year End
 - i. Investments
 - j. Grant Aid
 - k. S106 payment
 - l. Correspondence
 - m. 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 February 2024 at 7.30pm



Parish Council Manager
4th January 2024