



# 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 the meeting of the Parish Council which will be held at the Village Hall, Station Road, Countesthorpe on Thursday 8<sup>th</sup> February 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 11<sup>th</sup> January 2024
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 receive any correspondence
  - a. Leicestershire Partnership NHS Trust – Neighbourhood Mental Health Support Group
  - b. Leicestershire County Council – Parishes and Communities Update, Environment & Transport, Issue 9
  - c. Blaby District Council's Welfare Support Co-ordinator – Energy Advice and Cost of Living Surgeries
  - d. Leicestershire County Council – Leicestershire Local Access Forum
13. To report and approve the recommendations from the Estates Working Party meeting held 5<sup>th</sup> February 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. Replacement litter bin at Dale Acre
    - ii. Other
  - e. Tree Survey

- f. Play equipment repairs
    - i. To receive a revised quote for the replacement of the play surface at Dale Acre Basket Swing
    - ii. Zip Wire
  - g. To discuss the area to the front of the Village Hall, including the knee high fence
  - h. To finalise a response to correspondence received from Birkett House School
  - i. To receive any correspondence
  - j. To consider matters raised to the attention of the Estates Working Party by non-member Councillors
  - k. To receive matters arising for information purposes
14. To report and approve the recommendations from the Community Engagement meeting held 29<sup>th</sup> January 2024
- a. Christmas in Countesthorpe 2023 debrief
  - b. Festive Fronts competition review
15. To report and approve the recommendations from the D-Day meeting held 30<sup>th</sup> January 2024
- a. To discuss an event to mark the 80<sup>th</sup> anniversary of D-Day
16. To receive the reports from the Planning Committee meetings held 25<sup>th</sup> January 2024, 1<sup>st</sup> February 2024 and 8<sup>th</sup> February 2024
17. To report and approve the recommendations from the Finance Working Party meeting held 7<sup>th</sup> February 2024
- a. Review budget and expenditure
  - b. Chairman to sign the online bank statements and file with bank reconciliations
  - c. To review bank reconciliations and bank statements
  - d. Investments
  - e. LED lighting
  - f. Grant Aid
  - g. S106 payment
  - h. Correspondence
  - i. Matters arising for information purposes
18. To receive any matters the Parish Manager may wish to raise for information purposes only
19. Date of next meeting – Scheduled for 14<sup>th</sup> March 2024 at 7.30pm, however, there may need to be an extra-ordinary meeting to consider planning applications



Parish Council Manager  
1<sup>st</sup> February 2024