



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 a meeting of the Parish Council which will be held at the Village Hall, Station Road, Countesthorpe on Thursday 9th January 2025 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 12th December 2024
4. To appoint representatives to Committees, Working Parties and outside bodies, and discuss Terms of Reference for the Committees and Working Parties
5. To receive reports and questions from Representatives, County Councillor, District Councillor and Parish Councillors
6. 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
7. To report any matters arising for information purposes only
8. To discuss police matters
9. To discuss youth work matters, including receiving the monthly report
10. To approve accounts for payment as verified by the Finance Working Party
11. To note the corrections made arising from Internal Audit
12. To adopt the proposed budget and precept requirement for 2025/2026
13. To receive any correspondence
14. To report and approve the recommendations from the Estates Working Party meeting held 6th January 2025
 - a. To receive the Head Groundsman's report
 - i. Projects Programme Update
 - ii. Routine Maintenance Programme
 - b. To discuss the Cemetery, including
 - i. Cemetery (A) and (B)
 - ii. Cemetery B layout
 - c. To consider any maintenance issues
 - d. Playground equipment repairs
 - e. Section 106 Monies
 - f. Dog Waste Bins
 - g. Tree Surgery
 - h. To receive any correspondence
 - i. To consider matters raised to the attention of the Estates Working Party by non-member Councillors
 - j. To receive matters arising for information purposes

15. To receive the report from the Planning Committee meeting held 9th January 2025
16. To report and approve the recommendations from the Finance Working Party meeting held 8th January 2025
 - a. Review budget and expenditure 2024/2025
 - b. Quarterly Financial Reports as at 31st December 2024
 - c. Draft Budget 2025/2026
 - d. Review Financial Regulations and Standing Orders
 - e. To review bank reconciliations and bank statements
 - f. Countesthorpe Village Hall Charity
 - g. To approve the Asset Register for 2024/2025
 - h. Quotation for Internal Audit year end 2024/2025
 - i. Grant Aid
 - i. The Countesthorpe Herald
 - j. S106 payment
 - k. Correspondence
 - l. Matters arising for information purposes
17. To receive any matters the Parish Manager may wish to raise for information purposes only
18. Date of next meeting – Scheduled for 13th February 2025



Parish Council Manager
3rd January 2025