



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 11th September 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 14th August 2025
4. To consider applications for Councillor vacancies
5. To appoint representatives to Committees, Working Parties and outside bodies, and discuss Terms of Reference for the Committees and Working Parties
6. To receive reports and questions from Representatives, County Councillor, District Councillor and Parish Councillors
7. 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
8. To report any matters arising for information purposes only
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 review the s106 wishlist
13. To receive any correspondence
 - a. Freedom of Information Request regarding the Health Centre Car Park
 - b. ECF Engagement – correspondence dated 15th August 2025 requesting whether the Parish Council wished to see a presentation regarding the Keepers Farm proposals
14. Local Government Reorganisation – standing item
15. To report and approve the recommendations from the Estates Working Party meeting held 8th September 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)
 - . To review box hedging in Cemetery A
 - ii. Cemetery B layout
 - iii. Memorial Inspections
 - iv. Review of Cemetery fees
 - c. To consider any maintenance issues
 - d. Projects and works lists for prioritising
 - e. Annual play inspection – Play equipment
 - f. To receive any correspondence

- g. To consider matters raised to the attention of the Estates Working Party by non-member Councillors
 - h. To receive matters arising for information purposes
16. To receive the reports from the Planning Committee meetings held 28th August and 11th September 2025
17. To receive the report from the Strategic Planning and Policy Committee meeting held 3rd September 2025
18. To receive the report from the Human Resources Committee meeting held 3rd September 2025
19. To report and approve the recommendations from the Finance Working Party meeting held 10th September 2025
- a. Review budget and expenditure 2025/2026
 - b. To approve the internal auditor for the interim audit 2025/2026
 - c. To agree the Willoughby Road Football Club annual fee with Blaby and Whetstone Football Club
 - d. Annual review of Investment Policy and update on latest balances
 - e. Annual review of contracts list
 - f. Pension scheme update
 - g. Practitioners Guide – Year end 2025/2026 changes – Standing item
 - h. Asset Disposal Policy
 - i. Replacement of John Deere
 - j. Reinstatement/revaluation cost assessment
 - k. Grant aid
 - i. Fun & Friendship
 - l. S106 payment
 - m. To receive any correspondence
 - n. Matters arising for information purposes
20. To receive any matters the Parish Manager may wish to raise for information purposes only
21. Date of next meeting – Scheduled for 9th October 2025



Parish Council Manager
4th September 2025