



# 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 11<sup>th</sup> December 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 13<sup>th</sup> November 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 receive any correspondence
13. Local Government Reorganisation – standing item
14. To receive the report from the Strategic Planning and Policy Working Party meeting held 17<sup>th</sup> November 2025
15. To receive the report from the Village Hall Management Committee meeting held 4<sup>th</sup> December 2025
16. To report and approve the recommendations from the Estates Working Party meeting held 8<sup>th</sup> December 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
    - iii. Memorial inspections
  - c. To consider any maintenance issues
  - d. Parking
  - e. To receive any correspondence
  - f. To consider matters raised to the attention of the Estates Working Party by non-member Councillors
  - g. To receive matters arising for information purposes

17. To receive the reports from the Planning Committee meetings held 27<sup>th</sup> November and 11<sup>th</sup> December 2025
18. To report and approve the recommendations from the Finance Working Party meeting held 10<sup>th</sup> December 2025
  - a. Review budget and expenditure 2025/2026
  - b. Vehicle insurance renewal
  - c. Practitioners Guide – Year end 2025/2026 changes – Standing item
  - d. Policy on repairing memorials
  - e. Budget 2026/2027
  - f. Grant aid
  - g. S106 payment
  - h. To receive any correspondence
  - i. 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 8<sup>th</sup> January 2025



Parish Council Manager  
4<sup>th</sup> December 2025