



# 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 9<sup>th</sup> April 2026. The meeting will follow on from the Annual Parish Meeting which starts 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 12<sup>th</sup> March 2026
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
  - a. The Mayor of Mennecy regarding twinning
  - b. Safer, Quieter, Cleaner, Greener
  - c. Severn Trent Water – Community Flooding Officers
13. To report and approve the recommendations from the Estates Working Party meeting held 7<sup>th</sup> April 2026
  - 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. Application for the use of the Centenary Paddock by the Countesthorpe Scouts
  - 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
14. To receive the reports from the Planning Committee meetings held 26<sup>th</sup> March 2026 and 9<sup>th</sup> April 2026

15. To report and approve the recommendations from the Finance Working Party meeting held 8<sup>th</sup> April 2026
  - a. Budget and expenditure 2025/2026
  - b. Budget and expenditure 2026/2027
  - c. LGPS – Employer Contribution Rates 1<sup>st</sup> April 2026 to 31<sup>st</sup> March 2029
  - d. Review of regular payments and direct debits list
  - e. Review the effectiveness of internal control of financial systems
  - f. Quarterly finance reports as at 31<sup>st</sup> March 2026
  - g. To verify bank reconciliations against bank statements and payments – for Cllr K McGovern to verify bank reconciliations against bank statements and payments for all accounts
  - h. To verify online bank statements against bank reconciliations – for Cllr C Ibbotson to be appointed to verify the bank statements against bank reconciliations for all accounts
  - i. Grounds maintenance equipment
    - i. Replacement mower
  - j. Grant aid
    - i. The Next Chapter
  - k. S106 payment
  - l. To receive any correspondence
  - m. Matters arising for information purposes
16. To receive any matters the Parish Manager may wish to raise for information purposes only
17. Date of next meeting – Scheduled for 14<sup>th</sup> May 2026 at 7.30pm



Parish Council Manager  
2<sup>nd</sup> April 2026