COUNTESTHORPE 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 12th November 2026 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 8th October 2026
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 receive any correspondence
12. To receive the six monthly Internal Audit
13. Local Government Reorganisation
14. Blaby District Council's Council Ward Improvement Scheme
15. To adopt the following policy as recommended by the Finance Working Party:
    a. Reserves Policy
16. To report and approve the recommendations from the Estates Working Party meeting held 9th November 2026
    a. Grounds maintenance update
        i. To review the 2026/27 projects list
        ii. To receive the Head Groundsman's report
        iii. Ongoing maintenance including items raised by members of the public or councillors prior to the agenda being distributed
    b. To discuss the Cemetery, including
        i. Cemetery (A) and (B)
            - Necessary works
            - To discuss options for box hedging replacement
            - Cemetery fees
        ii. Cemetery B layout
    c. Willoughby Road access
    d. Play inspection 2026/2027

e. New meeting dates
f. To receive any correspondence
g. To receive items for inclusion on the next agenda
h. To receive matters arising for information purposes

17. To report and approve the recommendations from the Strategic Planning & Policy Working Party meeting held 28th October 2026
    a. Country Park
    b. Meeting schedule
    c. Proposal for Leicestershire PCC Community Action Fund
    d. List of policies and risk assessment deferred from the last meeting
    e. List of policies for review (future meetings)
    f. Risk assessments
18. To receive the report from the Planning Committee meeting held 12th November 2026
19. To report and approve the recommendations from the Finance Working Party meeting held 11th November 2026
    a. Budget and expenditure 2026/2027
    b. To receive the six monthly Internal Audit report
    c. Lamppost testing quote – two yearly
    d. Heating pump
    e. Additional fire alarm sounder
    f. Initial information on ride-on mower options
    g. Direct Debit/BACS payments list annual review
    h. Investments
    i. Insurance – air compressor
    j. Cemetery fees review
    k. Budget 2027/2028
    l. Youth worker budget
    m. To review the internet bank signatories
        i. To remove existing signatories
        ii. To approve adding additional councillors to Unitary Trust Bank as authorisers
    n. Consider removal of petty cash system and update Financial Regulations
    o. Dates of meetings – discussion
    p. Grant aid
    q. S106 payment
    r. To receive any correspondence
    s. 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 10th December 2026

JLeech

Parish Council Manager
5th November 2026