



COUNTSTHORPE PARISH COUNCIL

VILLAGE HALL, STATION ROAD, COUNTSTHORPE, LEICESTER. LE8 5TB

Telephone: 0116 277 9518

e-mail: manager@countesthorpeparishcouncil.co.uk

Miss J Leech, Parish Council Manager and Clerk of the Burial Board

Strategic Planning & Policy Committee

Members of the Strategic Planning & Policy Committee are required to attend a meeting on 3rd September 2025 in the Village Hall, Station Road, at 10am.

Agenda

1. Apologies for absence, if any
2. To receive disclosures of interest
3. To approve and sign the minutes of the meeting held 21st August 2024
4. Pensions Scheme
 - a. Pensions Discretionary Policy – required to be reviewed by Leicestershire County Council Pensions
5. Practitioner's Guide Assertion 10
6. IT Policy (Arising from the Practitioners Guide 2025)
7. Data Protection Policy, Data Breach Policy, Subject Access Request, GDPR (Arising from Practitioner's Guide 2025)
8. Health and Safety Policy / General Risk Assessment / Fire Risk Assessment
9. Council's Duty to Prevent Sexual Harassment
10. Code of Conduct
11. Risk Assessments
 - a. Maintenance of Open Spaces
 - b. Tree Works – as a reminder for PPE
 - c. Legionella
12. Website Accessibility Statement Arising out of Assertion 10 of the AGAR
13. Martyns Law
14. Local Government Reorganisation
15. List of Policies that will need reviewing over the year
 - a. Schedule for reviewing Policies
 - b. Procedure for Handling Complaints
 - c. Gifts and Hospitality
 - d. Freedom of Information Publication Scheme

- e. Adopt Sexual Harassment Risk Assessment
 - f. Review Risk Assessments
 - g. Training Schedule
16. Date of next meeting – to be arranged

A handwritten signature in black ink, appearing to read 'J. Leed' with a stylized flourish at the end.

Parish Council Manager
27th August 2025