

The Meeting of Countesthorpe Parish Council was held on Thursday 13th February 2025 when there were present:

Councillors: M Gillespie, V Armstrong, S Burditt, C Ibbotson, S Kinvig, K McGovern, P Mount, S Palmer, W Read, D Shuttleworth, P Servdei, M Smith, J Thacker and S Turner.

Also in attendance was Blaby District Councillor, R Holdridge, and two members of the public.

Parish Council Manager: Miss J Leech

Assistant Parish Council Manager: Miss E Frost

2024/25 179. To receive apologies for absence, if any

Apologies were received from Cllrs R Bayliss, A Clifford, P Cornforth and K Pearce as well as Leicestershire County Councillor, Les Phillimore.

2024/25 180. To receive disclosures of interest and to consider any requests for dispensation

There were no disclosures of interest.

2024/25 181. To approve and sign the minutes of the meeting held 9th January 2025

Minutes of the meeting held 9th January 2025 were circulated prior to the meeting. It was resolved to approve the minutes, which were signed by the Chairman as an accurate record.

2024/25 182. To appoint representatives to Committees, Working Parties and outside bodies, and discuss Terms of Reference for the Committees and Working Parties

It was resolved that Cllr D Shuttleworth be appointed to the Emergency Plan Working Group.

2024/25 183. To receive reports and questions from Representatives, County Councillor, District Councillor and Parish Councillors

Blaby District Councillor, R Holdridge, reported on Blaby District Council's Planning Committee meeting which had taken place earlier in the evening. It was noted that the proposed development off Gillam Butts had been deferred to a future meeting and that revised housing figures for the district arising from the Planning Policy Framework had been announced.

Cllr S Palmer requested any update on Bouskell Park to which he was advised that District Councillors were challenging decisions which had been made.

2024/25 184. Public participation session

There were two members of the public present who wished to discuss the recent flooding which had impacted Mennecy Close.

2024/25 185. To report any matters arising for information purposes only

There were no matters arising.

2024/25 186. To discuss police matters

Cllr K McGovern provided an update on local police matters, including that the new full time PCSO was now in post and had been visiting local organisations, including the Parish Council. Additionally, it was noted that the next beat surgery had been scheduled for Tuesday 25th February at Tesco. The PCSO had also scheduled beat surgeries to be held in the Library on a monthly basis.

2024/25 187. To discuss youth work matters, including receiving the monthly report

The youth workers report on activities which had taken place during January 2025 was received. It was resolved to follow up on the section regarding publishing their photograph for increased awareness amongst residents by requesting photographs to be included in the next edition of The Herald.

Cllrs V Armstrong and M Smith also provided feedback following the recent meeting with the two Youth Workers.

2024/25 188. To approve accounts for payment as verified by the Finance Working Party
It was resolved to approve the following Direct Debit and Business Card accounts for payment:

Parish Council			
	£		£
TotalEnergies Gas & Power	97.67	ESPO	645.62
Water-plus	351.53	Methodist Church Luncheon Club	250.00
Wages	16,203.43	HMRC	4478.94
Leicestershire County Council	6247.93	Lloyds Bank	40.29
Healthscreen UK	156.00	System-Matic Ltd	16.99
BNP Paribas	312.00	Clover International Marketplace	23.00
HM Land Registry	3.50	Corporate Christmas Tree	17.48
Rawlings Paints	121.84	DVLA	337.50
Amazon	14.94	High Speed Training Ltd	37.20
Safety Services Direct	64.75	Flagpole Express	44.28
Bean Machine	33.15	Water-plus	33.12
TotalEnergies Gas & Power	525.28	Leicestershire County Council	6.72
Leicestershire County Council	56.22	ElemenTel	250.36
Lloyds Bank	25.28	Coltman Bros	336.00
Coltman Bros	25.00	ESPO	48.54
ESPO	116.04	E H Smith	53.46
Coltman Bros	262.43	Coltman Bros	1091.52
Moles Seeds (UK) Ltd	156.66	Chandlers Farm Equipment	102.85
Xerox	79.25	Smiths of Derby	262.80
K. Tee Tyres Ltd	150.00	Beddow Tree Ltd	240.00
Young Leicestershire Ltd	2043.84	Blaby Building Supplies	51.48
The New Countesthorpe Herald	500.00	E H Smith	47.34
Westcotec	1150.80	ESPO	677.08
E H Smith	22.68	K. Tee Tyres Ltd	34.49
Extinguish Fire Solutions	288.00	Fuel Genie	139.14
Rialtus Business Solutions	84.00	Palmers Garden Centre	66.00
E H Smith	4.94	Petty Cash	100.00
E H Smith	21.42	ESPO	111.78
Paynes of Hinckley	58.60	Coltman Bros	29.81
Coltman Bros	29.81	Iris Staffology Payroll	36.00
Blaby Building Supplies	32.68	Water-plus	361.52
Total			37,334.54

Village Hall			
	£		£
Refunds	599.00	Sterling Stock Auditors	135.00
Libra Drinks Wholesale Ltd	514.49	L D Plumbing & Heating	120.00
Total			1368.49

It was resolved that the Salary, Pension and HMRC payments for January 2025 were approved.

2024/25 189. To receive any correspondence

A letter of thanks was received from Countesthorpe Community Trust Fund.

2024/25 190. To report and approve the recommendations from the Estates Working Party meeting held 10th February 2025

The report of the Estates Working Party meeting held on 10th February 2025 was received. It was resolved to approve the following recommendations and the report be adopted.

- *To purchase a replacement litter bin for Dale Acre Play Area, at a cost of £329 from Broxap, as the existing one was decaying*

- *For next time when hiring a digger/dumper to look at repairing an area of pathway in The Spinney which is starting to flood as well as levelling ground in the cemetery in preparation for the future installation of a pergola*
- *Should an official enquiry be made, following notification of a Facebook post being published requesting the re-siting of a memorial bench to the Cemetery, for the resident to be advised that, unfortunately, the bench could not be installed at the cemetery due to it not being in keeping with other cemetery benches, however, guidance would be given with regard to alternative locations*
- *To obtain costings for godfather posts to reinforce the posts to the fence at the bottom of Dale Acre, with a view to the fence being replaced in two to three years' time*
- *Following a request to review the securing of the gates at Willoughby Road Playing Fields, to continue leaving the gates unlocked but to monitor as well as asking the local PCSO to monitor any activity which takes place. Additionally, to get advice on the latest that the hedge could be cut to a lower height*
- *To give permission for a memorial bench to be installed on The Spinney however to stipulate that the bench be purchased via the Parish Council to ensure that it is in keeping with existing benches. A site meeting would be arranged with Active Arts to discuss the location of the bench*
- *In principle, to permit St Andrews Church and Countesthorpe Scouts to hire The Centenary Paddock on 21st June and 5th July for a fun day and gala and to review the requests further at the next meeting of the Estates Working Party in order to determine any conditions of its use*

2024/25 191. To report and approve the recommendations from the VE Day Working Group meeting held 5th February 2025

The report of the VE Day Working Group meeting held on 5th February 2025 was received. It was resolved to approve the following recommendation and the report be adopted.

- *To ask the Parish Council if it was agreeable to push back the Parish Council meeting on 8th May to an 8pm start*

2024/25 192. To receive the reports from the Planning Committee meetings held 23rd January 2025, 6th February 2025 and 13th February 2025

The reports of the Planning Committee meetings held 23rd January 2025, 6th February 2025 and 13th February 2025 were received.

2024/25 193. To report and approve the recommendations from the Finance Working Party meeting held 12th February 2025

The report of the Finance Working Party meeting held 12th February 2025 was received. It was resolved to approve the following recommendations and the report be adopted.

- *To note that the on-line bank statement checks to 31st January 2025 had been completed by Cllr C Ibbotson.*
- *To note that the checks on the bank reconciliations and bank statements to 31st January 2025 had been completed by Cllr K McGovern.*
- *To support the recommendation of the Estates Working Party in deferring the installation of a pergola in the cemetery to allow for necessary remedial works to be undertaken on the chapel as the quotes for replacement bricks and guttering were higher than anticipated. An alternative quotation for the cemetery chapel guttering would also be obtained*
- *To not currently proceed with utilising a designated line to support the card machine in the bar until the new supply had been established and reviewed after a few months*
- *To recommend the purchase temporary flooring to be used for events, groundworks activities etc at a cost of £599.79*
- *To adopt the revised Financial Regulations following their review*
- *To accept the quotation of £745 from Ireland & Company for the internal audit to be completed and to subsequently sign and return the letter of engagement*

- *To adopt the revised Financial Risk Assessment following its review*
- *To purchase a personal alarm for the Parish Council Manager to use when taking monies to the bank*

2024/25 194. To receive any matters the Parish Council Manager may wish to raise for information purposes only

There were no matters to raise.

2024/25 195. Date of the next meeting

The date of the next meeting is scheduled for Thursday 13th March 2025 at 7.30pm.

Signed..... Chairman

Dated..... 2025