

The meeting of Countesthorpe Parish Council was held on Thursday 13th November when there were present:

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

Parish Council Manager: Miss J Leech

Also in attendance was Leicestershire County Councillor G Cooke and PCSO K Reid.

2025/26 121. To receive apologies for absence, if any

Apologies were received from Cllr R Bayliss, S Kinvig and K Pearce.

2025/26 122. To receive disclosures of interest and to consider any requests for dispensation

Cllr A Clifford declared non-disclosable pecuniary interests in Blaby District Council (BDC).

2025/26 123. To approve and sign the minutes of the meeting held 9th October 2025

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

2025/26 124. To consider applications for Councillor vacancies

A letter of interest from Mrs Diane Billings had been received and circulated to all Councillors ahead of the meeting. It was resolved to co-opt Mrs Billings and arrangements would be made for her to sign the declaration of office.

2025/26 125. To appoint representatives to Committees, Working Parties and outside bodies, and discuss Terms of Reference for the Committees and Working Parties

There was nothing to discuss.

2025/26 126. To receive reports and questions from Representatives, County Councillor, District Councillor and Parish Councillors

Leicestershire County Councillor G Cooke reported that he had met with residents of Brook Court. He also reported that the County Council's Free Trees scheme was currently open.

2025/26 127. Public participation session

There were no members of the public present.

2025/26 128. To report any matters arising for information purposes only

There was nothing to report.

2025/26 129. To discuss police matters

Cllr K McGovern and PCSO Kirsty Reid provided an update on local police matters. The crime figures were received and it was noted that shoplifting figures had dropped. PCSO Reid reported that a major problem involved dangerous and inconsiderate parking, particularly on Main Street near the pub. It was noted that PCSOs now had the powers to seize illegally parked vehicles. The Parish Council Manager would contact Highways Enforcement to ask if they can do further evening shifts to target Main Street.

There had been an incident with dogs on the cemetery attacking a dog walker and their dog.

PCSO Reid reported that she was designing a tree for the Foston Church Tree Festival and would be running a competition to children to design the baubles. She was also arranging a 'dance off' event for young people, to be held at the Academy.

2025/26 130. To discuss youth work matters, including receiving the monthly report

The youth workers report on activities which had taken place during October 2025 was received. The Parish Council Manager would contact the Youth Workers to ask for further information on a number of issues of concern in the report.

2025/26 131. 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			
	£		£
IRIS Business Software Ltd	36.00	Gallagher Insurance	540.54
Lakul Communications	273.60	RCD Electrical Services	78.00
TotalEnergies Gas & Power	361.23	Fenland Leisure Products Ltd	73.08
TotalEnergies Gas & Power	96.19	ESPO	67.26
Xerox	66.52	A T Houghton	94.80
ESPO	90.37	Vision ICT	174.00
HMRC	5638.91	ITSolutions	475.20
Leicestershire County Council	6534.55	Gallagher Insurance	86.09
Wages	16782.65	Blaby District Council	1651.26
Lloyds Bank	18.54	Blaby District Council	946.53
Water-plus	364.76	Young Leicestershire Ltd	2704.77
Clover International Marketpla	23.00	Fuel Genie	321.60
Beanmachine	30.81	R E Bowers & Freeman	147.95
Amazon	10.97	IRIS Business Software Ltd	33.60
Amazon	13.69	Blaby Building Supplies	4.20
Amazon	17.90	Chandlers Farm Equipment	1777.46
Lloyds Bank	29.67	LRALC	50.00
Water-plus	29.06	Petty Cash	100.00
Palmers Garden Centre	108.00	Farol	79.70
Coltman Bros	8.70	Pulse Lakul	273.60
Ireland & Company	942.00	ESPO	120.57
Alexandra (Mi Hub Ltd)	83.98	TotalEnergies Gas & Power	92.38
St Andrews Church	25.00	TotalEnergies Gas & Power	373.97
Secom Plc	135.30	Automatic Access Ltd	330.00
E H Smith	116.58	Oak Refrigeration	4506.00
Total			46940.54

Village Hall			
	£		£
Refunds	650.00	Libra Drinks Wholesale Ltd	944.50
SNJ Cleaning Services	30.00		
Total			1624.50

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

2025/26 132. To receive any correspondence

- Leicestershire County Council Lead Local Flood Authority – Flooding Action List The report content was received and it was noted that it would form part of the s19 report on the flooding incidents in Countesthorpe.
- Leicestershire County Council in response to a query raised of parking outside chip shop at The Square Leicestershire County Council had responded to say that it would not be installing bollards outside fish and chip shop however the parish council could have the option of contributing to them. They had advised that Leicestershire County Council Enforcement Officers dealt with illegal parking and the police would be responsible for responding to incidents of parking causing a dangerous obstruction.
- Police & Crime Commissioner – Round 2 Road Safety Grant Leicestershire County Council would be contacted to see if the installation of bollards outside the fish and chip shop would be a viable project.

2025/26 133. Local Government reorganisation – standing item

It was noted that it appeared that the three original submissions made for options for the local government review would be made to the government. However, at the current time, it was not clear which option the City Council would be submitting.

2025/26 134. To report and approve the recommendations from the Estates Working Party meeting held 10th November 2025

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

- *To ask the PCSO whether she would consider contacting The Herald to request an article regarding the issue be included.*
- *To recommend to the Finance Working Party for the five memorials arising from the Memorial Inspection to be repaired by Memsafe at a total cost of £825.*

2025/26 135. To receive the reports from the Planning Committee meetings held 30th October 2025 and 13th November 2025

The reports of the Planning Committee meetings held 30th October 2025 and 13th November 2025 were received.

2025/26 136. To receive the report from the Human Resources Committee meeting held 5th November 2025

The report of the Human Resources Committee meeting held 5th November 2025 was received.

2025/26 137. To report and approve the recommendations from the Finance Working Party meeting held 12th November 2025

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

To approve the action of the Parish Council Manager, Chairman and Chair of Finance in placing the order for the replacement cellar cooler at cost of £3755.

- *To note the report and recommendations of the six monthly internal audit completed by Ireland & Co*
- *To not proceed with purchasing a mower to replace the oldest on site at present due to other demands being placed on the budget via repairs and projects.*
- *Following receipt of a quote totalling £890 for a repair on the John Deere, to arrange for the 1000 hour service as soon as possible.*
- *To proceed with renewing the air compressor insurance, at a cost of £463.37.*
- *To accept the quote from Secom to install two smoke detectors in the main hall, at a cost of £2130.*
- *To not proceed with replacing the hard drive on the CCTV system at present, following the initial quote being provided in May 2025, due to there having been no further issues.*
- *To accept the quote of £825 from Memsafe, for the required repair works to five memorials which failed the recent memorial inspection and to contact other parishes with cemeteries as to whether they had a policy on covering the cost to repair memorials.*
- *To proceed with renewing the HR Advice contract with Worknest, upon completion of the existing contract in 2026, at a cost of £1962 per annum for five years.*

2025/26 138. To receive any matters the Parish Council Manager may wish to raise for information purposes only

There were no matters to raise.

2025/26 139. Date of the next meeting

The date of the next meeting is scheduled for Thursday 11th December 2025 at 7.30pm.

Signed..... Chairman

Dated..... 2025