

Leicester Forest East

Parish Council

The Parish Hall, Kings Drive, Leicester Forest East

Leicester LE3 3JE

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Clerk to the Parish Council:

Mrs H E Mann

11th March 2024

You are summoned to attend a Parish Council Meeting to be held on Wednesday 20th March 2024 at The Parish Hall, Kings Drive, Leicester Forest East commencing at 7.00pm. **MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND**

<https://us05web.zoom.us/j/84700417277?pwd=6ofziN8CVBmhbucWle3bhFGjkqxoSl.1> Meeting ID: 847 0041 7277

Passcode: 2ICFE3

AGENDA

- 24.30 To receive apologies for absence
- 24.31 To receive disclosures of interest in accordance with the Code of Conduct
- 24.32 To adjourn the meeting to receive questions from Members of the Public
- 24.33 To receive reports from
 - (a) County/District Councillors
 - (b) Leicestershire Police
- 24.34 To discuss Finances:
 - (a) To approve item 1&2 on the order paper for March 2024
 - (b) To approve all remaining items on the order paper for March 2024
 - (c) To note bank the reconciliation for February 2024
 - (d) To minute bank balances
 - (e) To note top line budget items
 - (f) To discuss reserves
 - (g) To minute predicted earmarked reserves and general reserves for EOY 23-24
 - (h) To consider any grant applications received
- 24.35 To approve spending from earmarked reserves on (for the Parks Committee to advance these projects):
 - (a) Minor alterations and redecoration of the Parish Office from the Parish Office Alterations earmarked reserve
 - (b) Relaying the slab path, and adding extra slabs to the path, from the Paths Around the Parish Hall earmarked reserve
- 24.36 To confirm minutes from the Council meeting on Wednesday 21st February 2024 as a true and accurate record
- 24.37 To discuss matters arising from those minutes
 - (a) To review the litter bin and dog bin emptying contract for the parks (without litter-picking)
 - (b) To consider a plan for the next 12 months and dates for 24-25 projects
 - (c) To consider holding the shortened August Council meeting on 14th August instead of 21st
- 24.38 To receive planning applications/decisions/enforcement cases received after the Planning meeting was held
 - (a) 24/0086/HH – 18 Kings Drive – single storey rear extension and two storey extension to side of property, internal works and demolition of rear lean-to room and outbuilding
 - (b) 24/0141/HH – 22 Beggars Lane – first floor front extension over existing garage and single storey front extension, alterations to driveway and new dropped kerb
- 24.39 To discuss matters arising from the Planning and Parks Committee meetings held Tuesday 5th March 2024
 - (a) To approve HIC testing from general reserves
- 24.40 To review the following Policies:
 - (a) Committees' Terms of Reference
 - (b) Health and Safety Policy

- 24.41 To approve pay band increase for Clerk and Assistant Clerk subject to satisfactory appraisals
- 24.42 Per Financial Regulation 4.2, to consider a virement from or to general reserves either to transfer any underspend to general reserves or an earmarked reserve, or to transfer any overspend from general reserves
- 24.43 To approve risk assessment for use of the whacker plate
- 24.44 To consider Parish Hall risk assessment with amendments per new flag pole
- 24.45 To consider whether Epworth can use the playing fields on good Friday (a bank holiday)
- 24.46 To consider the adequacy of the Council's insurances
- 24.47 To consider progress on 2024-2025 projects:
 - (a) Parish App
 - (b) Outside power supply and to replace lights in Reg Neal room for LED
 - (c) Replacement Sliding Doors for Parish Hall
 - (d) 3 new bins for Kings Walk Park and moving them to different locations + extra bin near MUGA and installation of all
 - (e) Scarification of wildflower garden
- 24.48 Update on gov.uk websites
- 24.49 To consider advertising in the LIFE Magazine after LRALC advice on s. 142 LGA 1942
- 24.50 To consider problematic hall hire and return of deposit
- 24.51 Plan of Work
- 24.52 Clerk's report
- 24.53 Councillors' forum
- 24.54 Delegates reports
- 24.55 To consider excluding the press and public and to enter a closed session to consider potential partial retirement of the Premises Officer and a potential Council staff re-structure
- 24.56 Date of Next Meeting

H Mann

Mrs Holly Mann
Clerk to Leicester Forest East Parish Council

