

Leicester Forest East

Parish Council

The Parish Hall, Kings Drive, Leicester Forest East

Leicester LE3 3JE

Tel: 0116 239 0039

Email: clerk@lfeparishcouncil.org.uk

www.lfepc.org.uk

Clerk to the Parish Council:

Mrs H E Mann

10th September 2024

You are summoned to attend a Parish Council Meeting to be held on Wednesday 18th September 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/86074570957?pwd=Y0heI3jAZLDzL7DJYR9qSUC1JgkIME.1> Meeting ID:

860 7457 0957

Passcode: 0KGhFV

AGENDA

- 24.157 To receive apologies for absence
- 24.158 To receive disclosures of interest in accordance with the code of conduct
- 24.159 To receive reports from County/District Councillors
- 24.160 To adjourn the meeting to receive questions from Members of the Public
- 24.161 To discuss Finances:
 - (a) To note which two Cllrs will approve the September payments
 - (b) To approve slight difference on invoice versus quote for new Reg Neal LED lights and reasons for this
 - (c) To approve the order paper for September 2024
 - (c) To minute bank balances
 - (d) To approve the bank statement and bank the reconciliation (including petty cash account) for July and August 2024
 - (f) To note the monthly accounts
 - (g) To note top line budget items
 - (h) To note reserves
 - (i) To consider any grant applications received
 - (j) To consider updating the council's bank mandate
- 24.162 To confirm minutes from the Council meeting on Wednesday 17th July 2024 as a true and accurate record
- 24.163 To discuss matters arising from those minutes:
 - (a) To receive quotes for slabbing around the parish hall
 - (b) To consider purchasing a 'best cake' trophy for the annual Queens Drive street party
- 24.164 To receive planning applications/decisions/enforcement cases received after the Planning meeting was held
- 24.165 To discuss matters arising from the Planning and Parks Committee meetings held Tuesday 3rd September 2024
 - (a) To discuss Picnic in the Park 2025
 - (b) To Receive Quote for Christmas Lights (including additional lights, sockets and timers) for three-year period 2025-2027
- 24.166 To review the following Policies:
 - (a) Complaints policy
 - (b) Vexatious complaints policy
- 24.167 To consider progress on 2024-2025 projects:
 - (a) Parish App – May 2024 - update
 - (b) Outside power supply and to replace lights in Reg Neal room for LED – June 2024 – update
 - (c) Replacement Sliding Doors for Parish Hall – October 2024
 - (d) 3 new bins for Kings Walk Park and moving them to different locations + extra bin near MUGA and installation of all – February 2025
 - (e) Scarification of wildflower garden – April 2024 – update and to consider further scarification works and quote to be taken from general reserves
- 24.168 To receive external auditors report for the financial year 2023-2024

- 24.169 To note any recommendations made in the external auditors' report
- 24.170 To receive quote for moving staff emails from IMAP to exchange emails
- 24.171 Update on general power of competence
- 24.172 To discuss business continuity policy
- 24.173 To discuss quarterly review on action plan
- 24.174 To consider purchasing condolence flowers for former parish councillors and staff
- 24.175 To consider when the next edition of LIFE magazine should be published
- 24.176 NALC and SLCC campaign on safety of lithium ion batteries and e-bikes & e-scooters
- 24.177 To re-consider the issue of savings accounts after recent LRALC advice
- 24.178 To consider keeping the deposit from a recent hall hire
- 24.179 To consider whether to get a glazier to fix the parish hall front door
- 24.180 To consider issue with cut tree branches etc being thrown from the park into a resident's garden
- 24.181 Clerk's report
- 24.182 Councillors' forum
- 24.183 Delegates reports
- 24.184 Date of Next Meeting



Mrs Holly Mann
Clerk to Leicester Forest East Parish Council

