

# Leicester Forest East

Parish Council

The Parish Hall, Kings Drive, Leicester Forest East

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Clerk to the Parish Council:

**Mrs H E Mann**

10<sup>th</sup> May 2022

You are summoned to attend a Parish Council Meeting to be held on Wednesday 18<sup>th</sup> May 2022 at The Parish Hall, Kings Drive, Leicester Forest East commencing at 7.00pm.

**MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND**

<https://us06web.zoom.us/j/88295057340?pwd=OE9VcFp5NW1NZXRzMWZlZjJaQUhKUT09> Meeting ID: 882 9505 7340  
Passcode: BSnP6j

## AGENDA

- 22.108 To elect a Chair for 2022/23 and elected Chair to sign 'Declaration of Acceptance of Office' form
- 22.109 To elect a Vice-Chair for 2022/23 and elected Vice-Chair to sign 'Declaration of Acceptance of Office' form
- 22.110 To receive apologies for Absence
- 22.111 Appointment of Standing Committees:
  - (a) Finance and Policies
  - (b) Parks, Hall, Events and LiFE Magazine
  - (c) Planning, Trees and Highways
  - (d) Staffing and Appeals
- 22.112 To adjourn the meeting to receive questions from members of the public
- 22.113 To receive disclosures of interest in accordance with the Code of Conduct
- 22.114 To welcome LRALC's New Deputy CEO
- 22.115 To receive reports from County/District Councillors
- 22.116 To approve the Order Paper for May 2022 note Bank Reconciliation for April 2022
- 22.117 To confirm the minutes from the Council meeting held on 20<sup>th</sup> April are a true record
- 22.118 To discuss matters arising from those minutes:
  - (a) Update on recruitment of Parish Councillors
  - (b) Update on LCC free biodiversity training for Parish Councillors
  - (c) To discuss the closure of one of the two HSBC accounts and associated paperwork plus Mandate Update
  - (d) To review fortnightly play inspection contract and quotations
  - (e) To discuss the Parish Council taking over the Finances of the Film Evening
  - (f) To discuss quotation for getting blue upholstered chairs cleaned
  - (g) To discuss the purchase of iPads/Laptops for councillors to use for Council business
- 22.119 To discuss monthly accounts
- 22.120 To discuss a Personal Injury Claim being made against the Parish Council
- 22.121 To discuss Blaby District Council's new Code of Conduct
- 22.122 To review Nappy and Sanitary Bin Emptying Contract
- 22.123 To review the General Privacy Notice Policy
- 22.124 To review the Data Protection Policy
- 22.125 To discuss any matters arising from the Planning and Parks Committee meetings held 05.04.2022
  - (a) To discuss transferring approximately £4,800 from general reserves for the purchase of the four decorative benches for the Wildflower Garden plus 15 saplings and associated sundries
  - (b) Planning Application 21/1170/FUL – 21 Hinckley Road – proposed erection of three bungalows
  - (c) To discuss Live and Local Events
- 22.126 To receive Planning Applications/Decisions/Enforcement cases received after Planning meeting was held
  - (a) 22/0165/HH – 137 Forest House Lane – erection of boundary wall
- 22.127 Internal Audit update
- 22.128 Plan of Work
- 22.129 Clerk's report

- 22.130 Closed Session to consider confidential staffing matters including Assistant Clerk's Job Title and Job Description
- 22.131 Councillors forum
- 22.132 Delegates reports
- 22.133 To set date of next Council meeting



Mrs Holly Mann  
Clerk to Leicester Forest East Parish Council