

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

8th April 2025

You are summoned to attend a Parish Council Meeting to be held on Wednesday 16th April 2025 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/86043011803?pwd=ljbJqTgQHbTuROQ42shGg3zU4iLlo.1> Meeting ID: 860 4301 1803

Passcode: 2b2BUd

AGENDA

- 25.62 To receive apologies for absence
- 25.63 To receive disclosures of interest in accordance with the code of conduct
- 25.64 To receive reports from County/District Councillors
- 25.65 To adjourn the meeting to receive questions from members of the public
- 25.66 To discuss finances:
 - (a) To minute bank balances for April
 - (b) To note which two Cllrs will approve the April payments
 - (c) To consider approving the order paper for April 2025
 - (d) To consider approving the bank statement and bank the reconciliation (including petty cash account) for March 2025
 - (f) To note monthly accounts, namely the Income and Expenditure Report
 - (g) To note top line budget items
 - (h) To note reserves for April
 - (i) To consider any grant applications received
- 25.67 To consider confirming the minutes from the Council meeting on Wednesday 19th March 2025 as a true and accurate record
- 25.68 To discuss matters arising from those minutes:
 - (a) To consider whether to keep the parish noticeboards now that the parish app is up and running and to consider consulting the community
 - (b) To discuss the civility and respect pledge
 - (c) To approve the Picnic in the Park 2025 risk assessment
- 25.69 To receive planning applications/decisions/enforcement cases received after the Planning Committee meeting was held:
 - (a) 23/0231/VAR – 17B Holmfield Avenue West – variation of conditions 3 (materials) and 9 (foundation design) imposed on application reference: 17/1713/FUL for ‘Demolition of existing bungalow and erection of five detached dwellings with associated car parking access (resubmission), approved 17th April 2018
 - (b) 25/0242/HH – 45 Kings Walk – two storey side extension
 - (c) 25/0326/HH – 71 Hinckley Road – roof alterations and loft conversion to main dwelling, conversion of garage to annex with roof alterations and extension to create new garage with annex space in the loft. Enlargement to the entrance of the driveway and replacement brick walls along boundary
 - (d) 25/0304/FUL – 144 Hinckley Road – proposed change of use from residential (c3) to HMO (c4) on first floor, change of use to ground floor to class E, encompassing E (a), E (c) (i), E (C) (ii), E (c) (iii), E (e), E (g) (i) including two storey and single storey rear extensions
- 25.70 To discuss matters arising from the Planning and Parks Committee meetings held Tuesday 1st April 2025
 - (a) To discuss Epworth Football Club
 - (b) To receive quote from building company to apply for building control for the internal garage store room and in case building control stipulate foundations must be dug
 - (c) To consider increasing the budget for Picnic in the Park 2025

- (d) To consider actions to be taken to move forward Picnic in the Park 2025, from the April Parks committee meeting
- (e) To consider allowing the Parks committee to spend over the threshold limit of £5,000 on tarmac/resin being laid on the playing field perimeter path
- (f) To discuss potential contract terms with the Daman Iconz Cricket Club and discuss quote from Wellers Law Group for a draft contract to be drawn up (money to be taken from general reserves)
- 25.71 To consider the risk assessment for the laying of pea gravel and sand on the paths
- 25.72 To review the following policies:
 - (a) Social media policy
 - (b) Training policy
 - (c) To make minor amendments, as per changes to legislation, to the financial regulations
- 25.73 To consider progress on 2025-2026 projects:
 - (a) To put out to tender the Christmas light contract, ensure structural testing of lighting columns is completed and 17 additional lights added to the display
 - (b) Ensure armoured cable installed at St Andrew's church grounds for the Christmas tree lights. This project has been agreed with the Church but it is dependent on the church obtaining permission from the Arch Deacon, which should not be an issue.
 - (c) Have the parish hall floor re-sealed
 - (d) Have the area of grass near the 'Tommies' planted with wildflower seeds
 - (e) To have the internal garage store room completed
 - (f) To have a successful contract drawn up for the cricket club and ensure the starting of the cricket club is smooth, if the council and cricket club agree to progress
 - (g) Manage a larger Picnic in the Park 2025, with significantly more entertainment provided.
 - (h) To have the perimeter path on the playing fields laid with either tarmac or resin
 - (i) Monthly promotion of councillor vacancies
- 25.74 To consider whether or not to return the deposit to a hall hirer who hired the hall 23.03.2025
- 25.75 To note Queens Drive street party 29.06.2025
- 25.76 To note the clerk's appraisal
- 25.77 Clerk's report
- 25.78 Councillors' forum
- 25.79 Delegates reports
- 25.80 Date of next meeting

Holly Mann

Mrs Holly Mann
Clerk to Leicester Forest East Parish Council

