



SILEBY PARISH COUNCIL

You are hereby summoned to attend the
ANNUAL PARISH COUNCIL MEETING
to transact the business shown here under, to be held on
THURSDAY, 15 MAY 2025 AT 6.30 PM

in the

Primary Room, Sileby Community Centre, 41 High Street, Sileby, LE12 7RX
Telephone: 01509 813075 email: clerk@silebyparishcouncil.gov.uk

R. Richardson (Mrs)
Clerk/RFO

9 May 2025

AGENDA

1. Election of Chairman 2025/26 - Chair to sign Acceptance of Office Form
2. Election of Vice Chairman 2025/26
3. Intention to co-opt to casual vacancy of Parish Councillor - to receive an application for co-option to the casual vacancy of Parish Councillor.
4. Apologies for absence and acceptance by Council
5. To receive disclosures of interests from members and requests for dispensations
6. Police Matters - including Crime Figures and Report from Police, if in attendance
7. Clerk's Report
8. Public Participation *(15 minutes maximum for residents to voice any concerns they may have – if a decision needs to be made this will be on a future agenda for consideration)*
9. To confirm and sign the minutes of the Parish Council Meeting held on Thursday, 1 May 2025
10. **FINANCIAL MATTERS: -**
 - (a) Income Report to be noted **(Appendix I)**
 - (b) Expenditure Report to be agreed **(Appendix II)**
11. **TO CONSIDER AND APPROVE DOCUMENTS RELATING TO THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2024/25, TO BE SUBMITTED TO THE EXTERNAL AUDITOR: -**
 - (i) To receive and note the Report of the Internal Auditor; to note any recommendations made and what action to be taken to fulfil these recommendations **Appendix III)**
 - (ii) To approve the Balance Sheet as at 31 March 2025 **(Appendix IV)**
 - (iii) To complete and sign Section 1, the Annual Governance Statement **(Appendix V)**
 - (iv) To approve Section 2, the Statement of Accounts by resolution and to note this document has been signed by the RFO before it is submitted to council for approval **(Appendix VI)**
 - (v) To receive and consider the explanation of variances **(Appendix VII)**
 - (vi) To receive and consider the breakdown of Reserves held **(Appendix VIII)**
 - (vii) To agree the "Dates of the Period for the Exercise of Public Rights"

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12. To receive reports from County & Borough Councillors
13. To receive Reports on meetings attended or Reports received – for information only
14. **TO CONSIDER AND AGREE COMMENTS FOR THE FOLLOWING PLANNING APPLICATIONS: -**
 - (a) **P/25/0694/2** Creation of 4 pickleball and mini tennis courts (enlargement of former tennis court, currently providing 3 pickleball and mini tennis courts). Erection of clubhouse, provision of wc facilities, repositioning of existing storage shed, provision of hardstanding and erection of 2.75m fencing within site - Sileby Bowls and Tennis Clubs Car Park, Springfield Road, Sileby, Leics (**respond by 28 May**)
15. To receive and approve Tender documents for the refurbishment of the Sports Pavilion (**Appendix IX**)
16. To review and recommend for approval the Internal Controls (refer to Parish Council website)
17. To review and recommend for approval the Risk Assessment and Management document: To be approved, and signed by the Chairman (**Appendix X**)
18. To review and update the Financial Regulations (refer to Parish Council website)
19. To review and update the Standing Orders (refer to Parish Council website)
20. To consider re-adoption of the Code of Conduct (**Appendix XI**)
21. To approve the membership of Council Working Parties and elect a Chairman and Deputy Chair of each:
 - a) Planning
 - b) Finance & General Purpose (to include Car Park, Highways and Events)
 - c) Buildings & Council Assets (to include Community Provision ie Sports & Youth)
 - d) Memorial Park Working Party/Project Park Working Party!
 - e) Football Club Working Party
 - f) Flood Working Party
22. To approve the membership of the HR Committee (5): - (the Terms of Reference state that the Chairman and Deputy Chair are included on this committee)
23. **APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES: -**
 - British Gypsum (1)
 - Joint Soar Valley Parish Council Liaison Committee (2)
 - Charnwood Road Safety Committee (1)
 - To attend the forthcoming Annual General Meeting of the LRALC on Saturday, 18 October at Jubilee Hall, Anstey
24. To consider applying for a Parish Partnership with LCC (Councillor K McRae)
25. To determine dates for council meetings 2025/26
26. To review the Action Status Report (**Appendix XII**)
27. Future Planning

Members of the Public and Press are cordially invited to attend