

**MINUTES OF THE MEETING OF GROBY PARISH COUNCIL  
HELD AT THE PARISH COUNCIL OFFICE, LEICESTER ROAD, GROBY  
ON 2<sup>nd</sup> MARCH 2026 COMMENCING AT 7.00PM**

**Councillors Present:** Cllr C Lincoln (Chair) Cllr G Baker Cllr P Batty Cllr N Clarke Cllr L Emmerson  
Cllr K Griffiths Cllr D Hyde Cllr S Jones Cllr A Mullins Cllr C Mullins  
Cllr G Richardson Cllr L Trivett Cllr C York

**Also Present:** Parish Clerk  
Borough Cllr C Harris  
County Cllr O'Shea  
Members of the Public - 5

**COU/219/25-26 CHAIR'S WELCOME**

The Chair welcomed all to the meeting and advised that the meeting was being recorded..

**COU/220/25-26 APOLOGIES**

Apologies were received from Cllr N Jones. Cllr T Hollick was absent.  
**RESOLVED** to accept these apologies.

Apologies had also been received from Borough Councillor Lambert.

**COU/221/25-26 DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS**

Cllr York declared a non-pecuniary interest in Groby CIC and an interest in the allotments;  
Cllr Trivett declared a non-pecuniary interest in Groby CIC;  
Cllr Clarke declared an Other Registerable Interest as Secretary of Ex-Servicemen's Club (Agenda 14 & 17);  
Cllr Lincoln declared a Disclosable Pecuniary Interest in relation to the allotments;  
Cllr S Jones declared an interest in the Sacheverell Trust;  
Cllr Richardson declared a Disclosable Pecuniary Interest in relation to the allotments;  
Cllr Batty declared a personal interest in Agenda Item 13 and 17 as he lives in a neighbouring property;  
Cllr Hyde declared an interest in Agenda Item 13 and would recuse himself from the meeting.

**COU/222/25-26 MINUTES**

It was **AGREED** to amend Minute Reference COU/214/25-26 to add "Cllr Batty abstained" to the second and third resolution.

Further to this amendment it was **RESOLVED** that the minutes of the Meeting of Groby Parish Council held on 9<sup>th</sup> February 2026 be approved and signed by the Chair as a true and accurate record.  
Cllr Hyde and Cllr S Jones abstained.

**COU/223/25-26 PUBLIC PARTICIPATION**

A member of the public asked the question as to how many Groby CIC shares Groby Parish Council own? A response was given informing the member of the public that following the Solicitor's review of Groby CIC and recommendation report, Council had resolved that their financial investment should equate to 10% of the voting equity.

Cllr Batty made a Point of Order that this was not a lawful resolution and that Council held 98 shares.  
The Chair stated that this was purely Cllr Batty's opinion and the Point of Order was rejected.

**COU/224/25-26 POLICE REPORT**

The latest Police Report was included in members' packs along with a list of upcoming Local Beat Surgeries. It was **AGREED** to query the date that had been given for the next Beat Surgery in Groby as it was understood this was in April and not May as stated on the Police website.

**COU/225/25-26 COUNTY COUNCILLOR REPORTS**

A report from County Councillor O’Shea was included in members’ packs and was **NOTED**. The report detailed

- Leicestershire County Council’s 2026-27 Budget had been approved with a Council Tax rise of 2.99%;
- Details on the Local Government Re-organisation Consultation which closes on 26<sup>th</sup> March 2026;
- proposals to be considered at meeting on 18<sup>th</sup> February 2026;
- Early notification of Temporary Traffic Regulation Order for Leicester Road, Groby;
- Update on traffic regulations on Markfield Road, Ratby

**COU/226/25-26 BOROUGH COUNCILLOR REPORTS**

i. A report from Borough Councillor Harris was received and **NOTED**. The report detailed:

- Expressed disappointment and anger at the approval of Planning Application P/22/1031/2 (Land South of Markfield Lane, Field Head) and how the application had been dealt with by Charnwood Borough Council. The site had not been allocated for housing in Charnwood’s Local Plan however this factor had been ignored.
- Hinckley & Bosworth Borough Council had approved the 2026-27 Precept which had risen by 2.6%. This equates to £165 per Band D property.
- A Freedom of Information Request had been submitted to Leicestershire County Council in respect of Section 106 contributions for Field Head and Markfield as believes contributions are being directed to the road corridor and not Markfield village centre.

**COU/227/25-26 CLERK’S REPORT**

- i. Members were informed that the next Community Litter Pick event was taking place on Saturday 14<sup>th</sup> March between 10am-12pm. This was **NOTED**.
- ii. Members were informed that the Neighbourhood Plan Consultation Drop-in Event was scheduled to take place on Saturday 7<sup>th</sup> March 2026 between 1 – 4pm at the Council Office. This was **NOTED**.
- iii. An update was received in relation to Cllr Batty’s eligibility to attend a Flood Warden event. Leicestershire County Council had confirmed that only Flood Wardens were able to attend the event and therefore as a member of Groby’s Flood Action Team, Cllr Batty was not eligible. It was **AGREED** that a Flood Action Team remained more appropriate for Groby Parish Council as this provided a wider remit across the Parish however disappointment was raised at the eligibility criteria for the event. It was **NOTED** that Steve Brown would be attending the event as a Flood Warden for Groby.

**COU/228/25-26 CORRESPONDENCE**

36.	National Association of Local Councils (NALC)	Annual Conference – 24 <sup>th</sup> June 2026	Information on NALC’s Annual Conference was included in members’ packs and attendance at the event discussed. <b>RESOLVED</b> for the Clerk, Cllr Lincoln and Cllr Clarke to attend the event on behalf of Council. <b>RESOLVED</b> for the costs of £85 per delegate along with travel costs to be funded by Council. Cllrs Baker, Lincoln, Clarke & Trivett abstained.
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**COU/229/25-26 TO CONSIDER ADOPTION OF A NEW COUNCIL INFORMATION TECHNOLOGY POLICY**

A draft Information Technology Policy, which had been based on the NALC Model Template, was included in members’ packs.

**AGREED** to remove Section 2.1.4 and to make revisions to Sections 2.1.6; 2.2.11 and 4.1.1.

Further to these revisions it was **RESOLVED** to approve and adopt the Information Technology Policy.

*Cllr S Jones leaves the meeting at 8.08pm*

**COU/230/25-26 TO CONSIDER A RESPONSE TO THE LOCAL GOVERNMENT RE-ORGANISATION CONSULTATION**  
**RESOLVED** not to submit a Council response to the consultation but for councillors to respond individually.

*Cllr Hyde recused himself and left the meeting*

**COU/231/25-26 GROBY JUNIORS FOOTBALL CLUB CHANGING ROOM FACILITY PROPOSAL**  
Results from the public consultation questionnaire were included in members' packs and discussed.

Further consultation was considered and included a Parish Poll and a letter to residents in the surrounding areas to find out concerns in order for them to be addressed. Groby Juniors FC had suggested that a 'drop-in' event is held to show the public more detailed plans of the proposal and to be available to answer questions and concerns.

**AGREED** to research information and any conditions imposed in the Section 106 Agreement that was drawn up in relation to the donation of Stamford Park to Groby Parish Council.

**RESOLVED** that further community engagement was required, to take the form of a structured 'drop in event' with Council steering the agenda and having at least one member of Council present. Further to advise Groby Juniors Football Club to hold off arranging their own event until such time as Council are ready to provide input into the agenda for the event. Cllrs Batty and Richardson abstained.

*Cllr Hyde re-joined the meeting*

**COU/232/25-26 GROBY C.I.C.**  
**To consider Council's representation at the Groby C.I.C. General Meeting taking place on Tuesday 3rd March 2026 and to discuss the motions being considered at the meeting**

Members were advised that Council's solicitors had been contacted in relation to the Groby CIC meeting's agenda and the proposed amendments to the Articles of Association. The solicitor had advised that the motion on the agenda had not specified that it was a 'Special Resolution' and therefore no voting should take place at the meeting. This advice had been forwarded to the CIC directors and confirmation had been received that the meeting would still go ahead but that no voting would take place.

**RESOLVED** for Cllr A Mullins to attend the Groby CIC General Meeting on 3<sup>rd</sup> March 2026 as Council's representative.

**RESOLVED** to write to the Groby CIC directors as follows:

"Council is disappointed that due process has not been followed and that the motion to vote on the Amendments to the Articles of Association was not specified on the Shareholders' Notice correctly. Council would like to re-iterate their offer of help with the re-writing of the Articles, with assistance and advice being taken from Knights solicitors (engaged by Council). Council would like a commitment from the CIC Directors to meet with them to discuss the Articles and in order to progress this, Council propose to set up a sub-committee between appointed Parish Councillors, the CIC directors and with the Parish Clerk also in attendance. Following this, the CIC directors could then call a further meeting of CIC Shareholders with the motion correctly specified on the Shareholders' Notice. Council ask that their proposal is read out to Shareholders at the CIC General Meeting being held on Tuesday 3<sup>rd</sup> March 2026." Cllrs Richardson, Batty, York, Trivett and A Mullins abstained.

*Cllr Lincoln recused herself and Cllr Clarke took the Chair for this agenda item*

**COU/233/25-26 GROBY ALLOTMENT SOCIETY LTD**  
**To consider a resolution to hold an additional Ordinary Meeting of Council in March 2026**  
Due to ongoing information gathering, it had not been possible to include Groby Allotment Society Ltd request for a change of name on the Allotment Society leases on the March agenda.

**RESOLVED** that, should it be required, an additional Ordinary Meeting of Council in March 2026 would be held.

*Cllr Lincoln re-joined and took the Chair*

**COU/234/25-26 FINANCE & GENERAL PURPOSES COMMITTEE**

**i. To receive and note the draft minutes from the meeting held on 23<sup>rd</sup> February 2026**

The draft minutes from the Finance & General Purposes Committee meeting held on 23<sup>rd</sup> February 2026 were included in members' packs and **NOTED**.

**To receive recommendations from the Committee from the meeting held on 23<sup>rd</sup> February 2026**

**ii. To approve the proposal from Daisy Communications for a new 3-year phone and broadband package for the Parish and Cemetery Office**

A report detailing three comparative quotations for a new 3-year phone and broadband package for the Parish and Cemetery Office was included in members' packs.

**RESOLVED** to accept the quotation from Daisy Communications for a 3-year phone and broadband package at a cost of £123 per month.

**RESOLVED** to delegate authority to the Clerk to obtain 'best value for money' and to purchase three mobile phone packages for the Parish Office and Grounds staff.

**iii. To consider the 2026-27 Schedule of Fees for Groby Parish Cemetery**

**RESOLVED** to defer consideration of the 2026-27 Schedule of Fees for Groby Parish Cemetery and the QEII Rose Garden until third-party costs are known.

**iv. To receive and note the verified Income & Expenditure Report & EMR Report to 20<sup>th</sup> February 2026**

The Income & Expenditure Report and EMR Report to 20<sup>th</sup> February 2026 were included in members' packs. These were **NOTED**.

**v. To consider Budget Virements and EMR movements for the year-ending 31<sup>st</sup> March 2026**

**RESOLVED** to make the following budget virements in order to balance budget lines that were overspent:

- (i) Move £176 budget from Line 4395 Contingencies to Line 4244 Motor Insurance
- (ii) Move £200 budget from Line 4420 General Maintenance to Line 4410 Equipment Fuel
- (iii) Move £600 budget from Line 4395 Contingencies to Line 4210 Travelling
- (iv) Move £300 budget from Line 4395 Contingencies to Line 4500 Cemetery Utilities

**RESOLVED** to make the following movements to Ear Marked Reserves prior to year-end:

- (i) Move £10,000 from Line 4200 Elections to a new EMR 348 Elections
- (ii) Move £1,500 from Line 4489 Paths to EMR 327 Footpath Improvements

**vi. To receive and note the verified bank reconciliation for January 2026**

The verified and signed bank reconciliation, showing a bank balance of £288,549.65 to 31<sup>st</sup> January 2026 was included in members' packs. This was **NOTED**.

**vii. To approve payments of accounts and to note income**

A Payment Schedule detailing net payments of **£20,237.20** was included in members' packs.

**RESOLVED** to approve the Payment Schedule and make all the payments that were presented to the meeting.

<b>PAYMENT SCHEDULE</b>				
<i>Payee</i>	<i>Details</i>	<i>Net Amount £</i>	<i>Vat £</i>	<i>Gross £</i>
PEAC Ltd	Telephone System Lease Rental	119.57	23.91	143.48
Digital Communications	Telephone Line Rental / Calls / Broadband	124.03	24.81	148.84
Scottish Power	Cemetery electricity	52.38	2.62	55.00
Stallard Kane	H&S Advisors	148.50	29.70	178.20
Various	February 2026 Salaries	8,442.26	-	8,442.26
HMRC	Tax & NI - February 2026	2,942.83	-	2,942.83
Leicestershire County Council	LGPS - Pension February 2026	2,874.09	-	2,874.09
Various	Mileage - February 2026	122.78	-	122.78
Pubpay & Stonehenge	Payroll Services: February 2026	20.70	4.14	24.84
Roma Landscapes	Grounds Maintenance : February 2026	1,916.67	383.33	2,300.00
Roma Landscapes	Additional Hedge Flailing: Cemetery External Hedge	390.00	78.00	468.00
Sharp Business	Photocopying Charges: February 2026	36.00	7.20	43.20
AllStar Fuel Card	Van Fuel: 11.02.2026	69.33	13.87	83.20
Sharnford Horticultural Ltd	Equipment Fuel & Oil	60.84	12.16	73.00
Green Reaper Ltd	EGO Multi Tool Power Head (Insurance claim)	198.33	39.67	238.00
Print a Banner	Neighbourhood Plan Consultation Banner	36.22	7.24	43.46
Granart	Kerb Plaques / Rose Spike	399.00	-	399.00
Granart	Kerb Plaque / GOR Plaque / Rose Spike	222.50	-	222.50
Granart	Kerb Sets & Rose Bowls x 8	915.00	-	915.00
SLCC	Annual Membership Renewal 2026-27	316.00	-	316.00
Parish Council Websites	Annual Website Hosting and Support 2026-2027	262.20	52.44	314.64
LRALC	Staffing Training Course	50.00	-	50.00
Leaffield Environmental	Novelty bin for Sensory Garden/Replacement Litter Bin for Marina (50% funded through HBBC Equipment Fund Grant)	437.00	87.40	524.40
Information Commissioner's Office	Annual Data Protection Fee 2026-27	40.00	-	40.00
Water Plus	Quarterly Cemetery Water Charges	40.97	-	40.97
		<b>£ 20,237.20</b>	<b>£ 766.49</b>	<b>£ 21,003.69</b>

A Receipt Schedule detailing income of **£12,442.85** was included in members' packs and **NOTED**.

<b>RECEIPT SCHEDULE</b>		
<i>Name</i>	<i>Description</i>	<i>Amount £</i>
Resident	QEII Rose Garden Fees	109.00
Resident	Cemetery Fees	383.00
HMRC	VAT Reclaim Q3 Oct - Dec 2025	11870.85
Groby Juniors	Permit Fee	80.00
<b>Total</b>		<b>£ 12,442.85</b>

**COU/235/25-26 EVENTS COMMITTEE**

**i. To receive and note the draft minutes from the meeting held on 17<sup>th</sup> February 2026**

The draft minutes from the Events Committee meeting held on 17<sup>th</sup> February 2026 were included in members' packs and **NOTED**.

**ii. To receive the recommendations from the Events Committee to approve the holding of a summer 'Picnic in the Park' Event on Sunday 16<sup>th</sup> August 2026 on Stamford Park and to delegate authority to the Events Committee to spend up to £3,000 of the 2026-27 Events Budget on the Summer Event**

A Picnic in the Park event to be held on Sunday 16<sup>th</sup> August 2026 was discussed, including the Events Committee's recommendation that the event is held on Stamford Park. Various alternative venues were discussed and dismissed.

It was **AGREED** that, as a matter of courtesy, a letter informing of the event is sent to the neighbouring properties.

**RESOLVED** to hold a summer 'Picnic in the Park' Event on Stamford Park on Sunday 16<sup>th</sup> August 2026; to allocate a budget of £3,000 for the event; and to delegate authority to the Events Committee to spend up to this £3,000 budget. Cllr Trivett abstained. Cllrs Batty & Richardson voted against.

**COU/236/25-26 COMMITTEE MEETINGS**

Approved Minutes from the following Committee Meetings were included in members' packs and **NOTED**.

- i.** Estates Committee Meeting held on 15<sup>th</sup> January 2026
- ii.** Neighbourhood Plan Advisory Committee held on 15<sup>th</sup> January 2026

**COU/237/25-26 DATE AND TIME OF NEXT MEETING**

The date of the next meeting is scheduled for **Monday 13<sup>th</sup> April 2026 at 7pm**.

**The meeting closed at 9.34 p.m.**

Signed:.....

Date:.....

Chair