



**PARISH OF GROBY
NOTICE OF PARISH COUNCIL MEETING**

I hereby give notice that the **ANNUAL MEETING** of the **Parish Council** of the above-named Parish will be held at the **Parish Council Office, Leicester Road, Groby**
on

Monday 11th May 2026 at 7.00pm

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out hereunder.

Parishioners and Press are most welcome to attend

Sue Hackett
Clerk to the Council

6th May 2026

AGENDA

- 1. ELECTION OF CHAIR**
To receive nominations, election of the Chair and signing of the Declaration of Acceptance of Office
- 2. ELECTION OF VICE-CHAIR**
To receive nominations, election of the Vice Chair and signing of the Declaration of Acceptance of Office
- 3. APOLOGIES**
To receive apologies for absence and to record absences
- 4. DECLARATION OF INTERESTS AND REQUESTS FOR DISPENSATIONS**
To receive any disclosure of interests from members to any matter pertaining to the agenda and to consider dispensations
- 5. MINUTES**
 - i. To approve and sign the minutes of the Meeting of Groby Parish Council held on 13th April 2026
 - ii. To approve and sign the minutes of the Extraordinary Meeting of Council held on 20th April 2026
- 6. PUBLIC PARTICIPATION**
To allow members of the public to make representations in respect of the items listed on this agenda
- 7. POLICE REPORT**
To receive any reports from the Police
- 8. COUNTY COUNCILLOR REPORT**
To receive a report from Leicestershire County Council and to answer any questions from members

9. BOROUGH COUNCILLOR REPORTS

To receive reports from Hinckley & Bosworth Borough Council and answer any questions from members

10. CLERK'S REPORT

To receive an update from the Clerk on items not mentioned elsewhere on the agenda

11. CODE OF CONDUCT

To consider re-adoption of the Code of Conduct

12. RESPECT AND CIVILITY PLEDGE

To consider re-confirmation of the Respect and Civility Pledge

13. APPOINTMENT OF COMMITTEES

To consider the membership of Committees for 2026-2027:

- a) Estates Committee
- b) Finance & General Purposes Committee
- c) Planning & Development Committee
- d) Staffing Committee
- e) Environment Committee
- f) Events Committee
- g) Neighbourhood Plan Advisory Committee

14. TERMS OF REFERENCE

To review, agree and adopt the Terms of Reference for 2026-2027 for Committees:

- a) Estates Committee
- b) Finance & General Purposes Committee
- c) Planning & Development Committee
- d) Staffing Committee
- e) Environment Committee
- f) Events Committee
- g) Neighbourhood Plan Advisory Committee

15. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

- a) Leicestershire & Rutland Association of Local Councils (LRALC)
- b) Groby Quarry Liaison Committee
- c) Landfill Liaison Committee
- d) Sacheverell Trust
- e) Thomas Herbert Smith Trust Fund
- f) Heritage Warden
- g) Tree Warden (s)
- h) Groby Flood Action Team

16. CALENDAR OF MEETINGS

To approve the Schedule of Meetings for 2026-2027

17. REVIEW OF BANKING ARRANGEMENT

To review bank account signatories, agree any amendments and authorise online banking

18. COUNCIL DIRECT DEBIT INSTRUCTIONS & SUBSCRIPTIONS

To review and agree Council’s Direct Debit instructions and Subscriptions to other bodies

19. EMERGENCY KEY HOLDERS

To review and confirm Emergency Key Holders

20. REVIEW OF CONTRACTS

To receive and confirm Council’s contracts

21. STANDING ORDERS

To review, agree and adopt Council’s Standing Orders

22. FINANCE & GENERAL PURPOSES COMMITTEE

- i. To receive and note the draft minutes from the meeting held on 5th May 2026

To receive recommendations from the Finance & General Purposes Committee from the meeting held on 5th May 2026:

- ii. To review, agree and adopt the Financial Regulations unchanged
- iii. To review, agree and adopt the revised Financial Risk Assessment
- iv. To review, agree and adopt the revised Business Continuity Plan
- v. To review and approve the Asset Register for year-ending 31st March 2026
- vi. To review the arrangements for Insurance Cover in respect of all insured risks and confirm that Council have adequate insurances in place.
- vii. To review, approve and sign the Statement of Internal Control and Annual Review of Effectiveness of Internal Control
- viii. To receive and note Income & Expenditure Report and EMR Report for year-ending 31st March 2026
- ix. To receive, approve and sign the Balance Sheet for the year-ending 31st March 2026
- x. To receive and note the verified bank reconciliation for March 2026
- xi. To receive and note the Income & Expenditure Report and EMR Report to 30th April 2026
- xii. To approve payments of accounts and to note income

23. CORRESPONDENCE

To receive, note and consider correspondence to the Council, including:

1.	LRALC	2026-27 LRALC Membership (Invoice is on the Payment Schedule)	Council to NOTE
2.	Sacheverell Charity	Annual Accounts	Council to NOTE

3.	73 rd Leicester (Groby) Scout Group	Requesting Permission to allow the Leicester Electric Car Club to use Scout HQ	Council to DISCUSS
4.	Local resident	Permission for metal detecting on Council owned land	Council to DISCUSS
5.	Leicestershire County Council	Draft Enabling Travel Choice Strategy Consultation	Council to DISCUSS

24. GROBY CIC

To receive information regarding a woodland planting scheme and consider whether Council are in favour of the proposal.

25. COMMITTEE MEETINGS

- i. To receive and note the approved minutes from the Planning & Development Committee meeting held on 16th March 2026
- ii. To receive and note the approved minutes from the Estates Committee meeting held on 5th March 2026
- iii. To receive and note the approved minutes from the Events Committee meeting held on 17th March 2026
- iv. To receive and note the approved minutes from the Staffing Committee meeting held on 26th February 2026

26. DATE AND TIME OF NEXT MEETING

To confirm the next Full Council meeting is scheduled to take place on Monday 15th June 2026