



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

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

Monday 2nd November 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

Sue Hackett
Clerk to the Council

28th October 2026

AGENDA

1. CHAIR'S WELCOME

2. APOLOGIES

To receive apologies for absence and to record absences

3. 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

4. MINUTES

- i. To approve and sign the minutes of the Meeting of Groby Parish Council held on 5th October 2026

5. PUBLIC PARTICIPATION

To allow members of the public to make representations in respect of the items listed on this agenda

6. POLICE REPORT

To receive any reports from the Police

7. COUNTY COUNCILLOR REPORT

To receive a report from Leicestershire County Council and to answer any questions from members

8. BOROUGH COUNCILLOR REPORTS

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

- 9. CLERK'S REPORT** - To receive a report from the Clerk on matters not mentioned elsewhere on the agenda
- i. To receive an update on the Christmas Light Switch On Event taking place on Sunday 29th November 2026

10. CORRESPONDENCE

To receive, note and consider correspondence to the Council

22.	Groby Ex-Servicemen's Club	Invitation to Remembrance Sunday service and to lay a wreath on behalf of Council	Council to DISCUSS
23.	Leicestershire & Rutland Association of Local Councils	Invitation to AGM on Saturday 12 th December 2026	Council to DISCUSS
24.	Local Resident	Request for Parish Council support for a traffic assessment and pedestrian crossing on Pymm Ley Lane	Council to DISCUSS
25.	Groby Flood Warden	To discuss actions outstanding following a Flood Action meeting with Leicestershire County Council	Council to DISCUSS

11. LEICESTERSHIRE POLICE

To receive a quotation for the installation of CCTV at Quarry Park and to consider submission of an application to the Leicestershire Police Neighbourhood Crime Community Action Fund

12. EXECUTION OF LICENCE TO ASSIGN RELATING TO TWO LEASES OF GROBY ALLOTMENT LAND

Further to Minute Reference COU/254/25-26 and in accordance with Council's Standing Order 23, to authorise by resolution, the execution of the Licence to Assign relating to the Lease of Allotment Land at Ratby Road, Groby and the Lease of Allotment Land at Orchard Close, Groby

13. HINCKLEY AND BOSWORTH PUBLIC SPACE PROTECTION ORDER

To receive correspondence from HBBC in relation to a review of its existing Public Space Protection Order and to consider the provisions for Groby Parish

14. PLANNING APPLICATION 25/01213/OUT – LAND SOUTH OF SACHEVERELL WAY

To receive correspondence from HBBC in relation to the potential/indicative open space provision for this development and to review the queries raised by the Section 106 Officer

15. GROBY HISTORY AND HERITAGE STORYBOARD PROJECT

To receive a proposal for the installation of nine heritage storyboards across Groby Parish and to consider Council's support for the project and approval for erection of the storyboards on Parish Council owned land

16. EVENTS COMMITTEE

To consider the appointment of Cllr A Mullins onto the Events Committee

17. FINANCE & GENERAL PURPOSES COMMITTEE

- i. To receive and note the draft minutes from the Committee meeting held on 26th October 2026

To receive the recommendations from the Committee from the meeting held on 26th October:

- ii. To receive an update from the External Auditor
- iii. To note the increased HMRC tax-free mileage rate
- iv. To consider and approve the appointment of Council's Internal Auditor for the Financial Year 2026-27
- v. To receive and note the Income & Expenditure Report and EMR Report to 16th October 2026
- vi. To consider and approve budget virements (movements)
- vii. To receive and note the verified and signed bank reconciliations for September 2026
- viii. To approve payments of accounts and to note income

18. COMMITTEE MEETINGS - To receive and note:

- i. The approved minutes from the Estates Committee meeting held on 3rd September 2026
- ii. The approved minutes from the Planning & Development Committee meeting held on 8th September 2026
- iii. The approved minutes from the Events Committee held on 8th September 2026
- iv. The approved minutes from the Staffing Committee held on 18th September 2026

19. DATE AND TIME OF NEXT MEETING

To confirm that next Full Council meeting is scheduled to take place on Monday 4th December at 7pm

20. CLOSED SESSION

To resolve to move into Closed Session to exclude members of the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to consideration of staffing matters

21. STAFFING MATTERS

- i. To receive an update on interim probationary reviews and staff appraisals
- ii. To receive a report from the Staffing Committee meeting held on 27th October 2026 and to consider the Committee's recommendations in relation to working hours, salary and training for staff members

**MINUTES OF THE MEETING OF GROBY PARISH COUNCIL
HELD AT THE PARISH COUNCIL OFFICE, LEICESTER ROAD, GROBY
ON 5th OCTOBER 2026 COMMENCING AT 7.00PM**

Councillors Present: Cllr C Lincoln (Chair) Cllr E Emmerson Cllr K Griffiths Cllr T Hollick
Cllr D Hyde Cllr A Mullins Cllr C Mullins Cllr L Trivett Cllr C York

Also Present: Parish Clerk
County Cllr O'Shea
Borough Cllr Cartwright
Members of the Public - 3

COU/120/26-27 CHAIR'S WELCOME

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

COU/121/26-27 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Batty, Clarke and N Jones. Cllrs S Jones and Richardson were absent. **RESOLVED** to accept these apologies.

Apologies had also been received from Borough Cllrs Harris and Lambert.

COU/122/26-27 DECLARATIONS OF INTEREST

Cllr Hollick declared an interest as a Borough Councillor and Trustee of Groby Village Hall.

COU/123/26-27 MINUTES

- i. **RESOLVED** that the minutes of the Meeting of Groby Parish Council held on 7th September 2026 be approved and signed by the Chair as a true and accurate record.
- ii. **RESOLVED** that the minutes of the Extraordinary Meeting of Council held on 17th September 2026 be approved and signed by the Chair as a true and accurate record.

COU/124/26-27 PUBLIC PARTICIPATION

Representatives of Groby Juniors Football Club introduced themselves and requested to speak at agenda item 11 (18) in relation to a defibrillator request. The Chair responded that she would allow this.

There was no further public participation.

COU/125/26-27 POLICE REPORT

The Police Report was included in members' packs and was **NOTED**.

Further reports of e-bikes and e-scooters riding at high speed through Groby were discussed. Members were advised to inform residents that incidents needed to be reported to the police. This was **NOTED**.

COU/126/26-27 COUNTY COUNCILLOR REPORT

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

- Free and discounted bus travel every Saturday until the end of December 2026;
- Local Government Reorganisation update;
- Thefts from motor vehicles in Ratby;
- Warning and advice regarding hacking of mobile phones.

A request for traffic warden presence on Ratby Road was received and Cllr O'Shea agreed to contact HBBC in relation to this.

COU/127/26-27 BOROUGH COUNCILLOR REPORTS

Borough Councillor Cartwright's report detailed:

- HBBC Regulation 19 Local Plan consultation had closed;
- An exercise to collate costs/usage of HBBC Community Assets is underway but due to the pause in the local government reorganisation the requirement is less urgent at this stage;
- A pre-action letter, from 6 of the 7 District/Borough Councils, in relation to the Local Government Reorganisation had been sent to the Government in order to start the legal process for a judicial review;
- Nominations for HBBC's 'Make a Difference' awards close on Friday 9th October with the winners announced in November;
- Confirmed that Borough/District Council elections will take place in May 2027;
- HBBC Free Tree Scheme launched for collection on Saturday 28th November;
- Cllr Cartwright, in his HBBC Executive role, expressed his support in relation to agenda item 11 (18) for the installation of a defibrillator.

Borough Councillor Hollick's report detailed:

- Expression of thanks for the support he has received following his recent bereavement. Members passed on their deepest condolences to Cllr Hollick.

COU/128/26-27 CLERK'S REPORT

A report was received from the Clerk which detailed:

i. Christmas Light Switch On Event

Members were reminded of Council's Christmas Light Switch On Event taking place on Sunday 29th November 2026 for which volunteers were required. The Clerk requested that members contacted her should be able to help with the event at any point during the day.

COU/129/26-27 COUNCILLOR'S REPORT

A report from Cllr Lincoln detailing feedback from the recent HBBC Parish Forum was included in members' packs and **NOTED**.

COU/130/26-27 CORRESPONDENCE

To receive and note correspondence to the Council

18.	Grobby Juniors Football Club	Request for Council's support for the installation of a defibrillator on Stamford / Marina Park	A request from Groby Juniors FC was included in members' packs and the issues around lack of electricity supply and responsibility for ongoing maintenance were discussed. RESOLVED that in principle Council support the installation of a defibrillator on Stamford Park. The following actions were AGREED and further discussion deferred to a future meeting: • Cllr O'Shea to investigate with LCC the possibility of taking electricity supply from a lamp post column; • Should this be possible, to investigate possible placement of a defibrillator on Stamford Drive car park; • Liability for the ongoing maintenance and replacement costs would need to be discussed and agreed; • Further enquiries to be made regarding humidity control, in particular, the effect of high temperatures should placement in the shade not be possible.
19.	Grobby United Reformed Church	Invitation to a People's Emergency Briefing Screening in Groby.	Information on the briefing had previously been sent to members. Any members who wished to attend were requested to contact the Clerk. This was NOTED.
20.	Hinckley & Bosworth Borough Council	Confirmation of HBBC's decision to list the Ratby Road and Orchard Close Allotment Sites as Assets of Community Value	Letters from HBBC Planning Policy confirming their decision for the two Groby Allotment sites to be listed as Assets of Community Value were included in members' packs and NOTED.

21.	Leicestershire Police	Neighbourhood Crime Grant Funding	Information on the Neighbourhood Crime grant funding was included in members' packs. AGREED for the Clerk to obtain a quotation for the installation of CCTV at Quarry Park and to defer further discussion to the November Council meeting.
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COU/131/26-27 NEIGHBOURHOOD PLAN ADVISORY COMMITTEE

i. To receive and note the approved minutes from the Committee meeting held on 20th July 2026

The approved minutes from the Committee meeting held on 20th July 2026 were included in members' packs and **NOTED**.

ii. To receive the final draft of the Groby Parish Neighbourhood Plan and consider its approval for submission to Hinckley & Bosworth Borough Council

The final draft of the Groby Parish Neighbourhood Plan had previously been circulated to members along with a document explaining differences between the previous and final versions.

RESOLVED to approve the final draft of the Groby Parish Neighbourhood Plan and for the Plan to be submitted to Hinckley & Bosworth Borough Council.

A vote of thanks was given to the Neighbourhood Plan Advisory Committee for the considerable amount of work that had gone into the Plan over the past few years.

COU/132/26-27 EXTERNAL AUDITOR

The Interim External Auditor Report 2025-26 was received. Members were advised that the Interim Report along with the Notice of the Annual Audit and Right to Inspect the Annual Governance & Accountability Return (AGAR) 2025-26 were now published on Council's website and on the noticeboard outside the Council Office. This was **NOTED**.

Members expressed their disappointment that previous year's audits had not yet been signed off. It was **AGREED** for the Clerk to chase the External Auditor for their current position and should the situation continue for the matter to be escalated to the Smaller Authorities Audit Association.

Cllr Hollick leaves the meeting at 9.06pm

COU/133/26-27 STAFFING COMMITTEE

A Bullying and Harassment Risk Assessment and Action Plan which had been completed by the Staffing Committee in collaboration with Worknest, Council's HR advisor, was received.

RESOLVED for the Bullying and Harassment Risk Assessment and Action Plan to be approved and adopted.

COU/134/26-27 GROBY JUNIORS FOOTBALL CLUB CHANGING ROOM FACILITY PROPOSAL

Council **NOTED** Groby Juniors Football Club's 'Drop In' public consultation event in relation to the Changing Room Facility proposal which had been scheduled to take place on Saturday 31st October 2026 between 1 – 4pm.

RESOLVED for Cllrs Lincoln, Emmerson and York to be in attendance at the event to represent Council.

COU/135/26-27 FINANCE AND GENERAL PURPOSES COMMITTEE

i. To receive and note the draft minutes from the Committee meeting held 28th September 2026

The draft minutes from the Committee meeting held 28th September 2026 were received and **NOTED**.

To receive the recommendations from the Committee Meeting held on 28th September 2026

ii. **To receive and note the Income & Expenditure and EMR Reports to 25th September 2026**

The Income & Expenditure report and EMR report to 25th September 2026 were received and **NOTED**.

iii. **To receive and note the verified and signed bank reconciliations for July and August 2026**

The bank reconciliations to 31st July and 31st August 2026, which had been verified and signed by the Committee, were received and **NOTED**.

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

A Receipt Schedule detailing Income of **£181,553.50** was received and **NOTED**.

RECEIPT SCHEDULE

Amounts received since last meeting

Name	Description	Amount £
Hinckley & Bosworth Borough Council	2026-27 Precept - 2nd Installment	178447.50
Groby Juniors	Permit Fee	80.00
Various Stallholders	Christmas Event Stallholder Fees	145.00
Anstey & District Funeral Services	Cemetery Fees	2053.00
Local Resident	Cemetery Fees	357.00
Central Co-operative Funeral Services	Cemetery Fees	471.00
Total		£ 181,553.50

A payment schedule detailing net payments of **£28,226.28** was included in members' packs.

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

PAYMENT SCHEDULE				
Payee	Details	Net Amount £	Vat £	Gross £
HBBC	Office & Premises Rates	221.00	-	221.00
HBBC	Cemetery Rates	140.50	-	140.50
HBBC	Qtrly: Dog Bin Contract Q2: 1st Jul - 30th Sept 2026	1,488.50	297.70	1,786.20
HBBC	Qtrly: Refuse & Recycling Q2: 1st Jul - 30th Sept 2026	353.60	-	353.60
Grobby Village Hall	Quarterly Rent Q1: 1st Jul - 30th Sept 2026	605.54	-	605.54
Siemens	Quarterly Photocopier Lease Rental: Jun - Aug 2026	176.62	35.32	211.94
Daisy Communications	Telephone & Broadband Charges	156.49	31.30	187.79
Scottish Power	Cemetery electricity	52.38	2.62	55.00
Stallard Kane	H&S Advisors	148.50	29.70	178.20
Various	September 2026 Salaries	11,351.78	-	11,351.78
HMRC	Tax & NI - September 2026	3,327.44	-	3,327.44
Leicestershire County Council	LGPS - Pension September 2026	2,655.64	-	2,655.64
Various	Mileage - September 2026	145.58	-	145.58
GPC Employee	Postage Stamps	21.68	-	21.68
Shed Landscapes	Grounds Maintenance: October 2026	2,199.21	439.84	2,639.05
AllStar Fuel Card	Van Fuel: 14.09.2026	83.33	16.67	100.00
AllStar Fuel Card	Equipment Fuel: 14.09.2026	41.01	8.20	49.21
The Metal Store	Galvanised Tubing for Replacement Barrier on Mineral Line	104.14	20.83	124.97
Shona's Fabulous Faces	Christmas Event: Face Painter	195.00	-	195.00
Playdale Playgrounds Ltd	RoSPA Required Parts for Quarry Park Play Equipment Repairs	269.80	53.96	323.76
Proludic	Zip Wire repairs	293.22	58.64	351.86
Motor Company	Council Van Service & MOT	391.46	78.29	469.75
NEP Midlands Ltd	Staff Uniform	118.46	23.69	142.15
Toolstation Ltd	Staff Uniform / PPE	144.91	14.59	159.50
Festive Lighting Company	Year 2 of 3: 40% of Hire Charges for Festive Lighting 2026	1,987.96	397.59	2,385.55
ESPO	Office Stationery / Cemetery Cleaning Products	115.25	23.05	138.30
EH Smith Ltd	Postfix Concrete x 8	63.20	12.64	75.84
Fleet (Line Markers) Ltd	Line Marker Replacement Battery	66.71	13.34	80.05
Lightbulbs Direct	Cemetery Replacement LED Tube Lighting	42.63	8.53	51.16
Little Beam Foundation	Donation from Summer Event Stallholder/Food Vendor Fees	705.00	-	705.00
Books2 Door	Christmas Event: Santa presents	229.33	-	229.33
LRALC	Planning Training Course	40.00	-	40.00
Hilmarco Ltd	Compost Bags	60.41	12.09	72.50
Granart Ltd	Garden of Remembrance Plaque	66.00	-	66.00
Granart Ltd	Kerb Plaque and QEII Rose Plaque	164.00	-	164.00
		£ 28,226.28	£ 1,578.60	£ 29,804.87

COU/136/26-27 COMMITTEE MEETING MINUTES

- i. The approved minutes from the Estates Committee meeting held on 6th August 2026 were **NOTED**.
- ii. The approved minutes from the Planning & Development Committee meeting held on 10th August 2026 were **NOTED**.
- iii. The approved minutes from the Events Committee held on 4th August 2026 were **NOTED**.
- iv. The approved minutes from the Staffing Committee held on 20th July 2026 were **NOTED**.

COU/137/26-27 DATE AND TIME OF NEXT MEETING

The date of the next meeting is scheduled for Monday 2nd November 2026 at 7 pm.

COU/138/26-27 STAFFING MATTERS

There were no staffing matters requiring discussion.

The meeting closed at 9.40 pm

Signed:.....

Chair

Date:.....

**THE PUBLIC SPACES PROTECTION ORDER (HINCKLEY &
BOSWORTH BOROUGH COUNCIL) 2024**

Hinckley & Bosworth Borough Council (the "Authority"), in exercise of its powers under section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014 (the "Act"), and of all other enabling powers being satisfied that the conditions set out at sections 59, 63, 64 and 74 of the Act have been met, hereby makes the following Order:-

PART 1: PRELIMINARY

1. Title

This Order may be cited as The Public Spaces Protection Order (Hinckley & Bosworth Borough Council) 2024.

2. Commencement and Effect

This Order shall come into operation on the 9th day of May 2024 for a period of 3 years.

3. Parish Councils

This Order further incorporates controls placed by all parish councils within the administration area in respect of their land or land managed by the said parish council below as contained within the body of the Order:-

PART 2: OFFENCES

SECTION 1 – OFFENCES INVOLVING INTOXICATING SUBSTANCES

1. Alcohol

A person commits an offence if they fail to surrender any alcohol in his possession when ordered to do so by an authorised officer of the Authority on any public land within the administration area of the Authority unless:

- (a) they have a reasonable excuse for failing to do so.

2. Psychoactive Substances

A person consuming any psychoactive substance shall be guilty of an offence if they so consume on any public land within the administration area of the Authority unless:

- (a) they have a reasonable excuse for doing so.

SECTION 2 - DOG CONTROL OFFENCES

1. Dog Fouling

If within the administration area of the Authority a dog defecates at any time on public land and a person who is in charge of the dog at the time fails to remove the faeces from the land forthwith, that person shall be guilty of an offence unless:-

- (a) they have a reasonable excuse for failing to do so; or,
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to their not doing so.

2. Leads by Order

A person in charge of a dog shall be guilty of an offence if at any time they do not comply with a direction given to them by an authorised officer of the Authority to put and keep the dog on a lead of a maximum length of 4 metres and for the duration of time as ordered by the authorised officer unless:-

- (a) they have a reasonable excuse for failing to do so; or,
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to their not doing so.

An authorised officer of the Authority may only give a direction under section 5 of this Order if such direction is necessary to prevent a nuisance or behaviour by the dog that is likely to cause annoyance or disturbance to any other person, bird or animal on:

- (i) On any Authority park or public land within the administration area of the Authority, or
- (ii) On any park or open space managed by a parish council within the administration area:

3. Leads in specified areas

A person in charge of a dog shall be guilty of an offence if they do not at all times keep the dog on a lead as in Paragraph 2 above when on any land or part thereof identified in Schedule 1 of this Order unless:

- (a) they have a reasonable excuse for failing to do so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to not doing so.

This Order shall include the requirement for dogs to be kept on leads in the following areas:

- (i) All public footpaths and highways in the administration area.
- (ii) To require that dogs are kept on leads in the following areas:-

- Ashby road cemetery Hinckley
- Hollycroft Park, bowling green, tennis courts, bandstand arena & park pitch and putt course
- Holy Rood church, Bagworth
- St Peters Church, Thornton
- Playing field, Foxes Covert, Fenny Drayton
- Playing fields, Ormes Lane, Radcliffe Culey
- Markfield community park, Mayflower close
- Beacon Field, Beacon Close, Groby on the surfaced footpath within the site

4. Exclusion of Dogs From Specified Areas

A person in charge of a dog shall be guilty of an offence if they do not prohibit the dog from being in the areas below unless:

- (a) they have a reasonable excuse for failing to do so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to not doing so.

The dogs are to be prohibited from:-

- within enclosed children's play areas or enclosed multi use games areas across the whole of the borough - (except of medical exemptions);
- the Memorial Playing field, Church road, Witherley;
- the Beacon Field, Beacon Close, Groby, grassed area (Not excluding dogs used for medical reasons) with the exception for dogs being allowed on a lead on the surfaced footpath within the site.

For the purposes of this section 7(a) above, "a reasonable excuse" does not include the said dog entering the land due to an act or omission by the person in charge of the dog.

SECTION 3 – OFFENCES RELATING TO GREEN SPACES

1. Cooking and Barbecuing

A person responsible for cooking, barbecuing, the creation of fire or the fuelling of fire for the purpose of cooking or otherwise, shall be guilty of an offence if at any time they do so on:-

- (i) On any Authority park or public land within the administration area of the Authority, or
- (ii) On any park or open space managed by a parish council within the administration area:

unless:

- (a) they have a reasonable excuse for doing so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to their doing so.

2. Camping

A person commits an offence if they remain overnight in any vehicle or temporary structure that is designed or intended to provide shelter or accommodation on:-

- (i) any Authority park or public land within the administration area of the Authority, or
- (ii) On any park or open space managed by a parish council within the Administration area:

unless:

- (a) they have a reasonable excuse for doing so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to their doing so; or
- (c) the authority considers the person to be homeless.

3. Motorised or Radio Controlled Vehicles

A person commits an offence if they fail immediately to cease the operation of motorcycles, mini-bikes, quad bikes or any other motorised or radio controlled vehicle, including aeroplane's, drones on:-

- (i) On any Authority park or public land within the administration area of the Authority, or
- (ii) On any park or open space managed by a parish council within the administration area:

unless:

- (a) they have a reasonable excuse for failing to do so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to their not doing so.

An authorised officer may only give a direction under this part of the Order if such direction is reasonably necessary to prevent behaviour by a person that is likely to cause annoyance or disturbance to any other person.

4. Direction To Move On and Direction to leave a Park at Closing time

A person commits an offence if they fail to comply immediately with a direction given by an authorised officer of the Authority

to move on from;-

- (i) Any Authority park or public land within the administration area of the Authority, or
- (ii) Any park or open space managed by a parish council within the administration area:

of such proximity from said location and for such period as specified by the authorised officer unless:

- (a) they have a reasonable excuse for failing to do so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to their not doing so.

An authorised officer may only give a direction under this part of the Order if such direction is reasonably necessary to prevent behaviour by a person that is likely to cause annoyance or disturbance to any other person.

5. Horse Riding and the Use of Horse Carriages

A person commits an offence if they fail to comply immediately with a direction given by an authorised officer of the Parish Council of Bagworth & Thornton to cease to ride on a horse or in a horse carriage in any park or on any open land owned or managed by Bagworth & Thornton Parish Council unless:

- (a) they have a reasonable excuse for failing to do so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to their not doing so.

6. Use of horses on a park, open space or football pitches

A person commits an offence if they fail to prohibit horses from using a park, open space or football pitches managed by Newbold Verdon Parish Council, unless:

- (a) they have a reasonable excuse for failing to do so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to their not doing so.

7. Golf

A person commits an offence if he plays or practices the playing of golf in any park or on any open land owned or managed by Peckleton Parish Council unless:

- (a) they have a reasonable excuse for doing so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to their doing so.

8. Restriction On Horses

A person commits an offence if he permits the use by horses under his care or control of any park or on any open land owned or managed by Peckleton Parish Council unless:

- (a) they have a reasonable excuse for doing so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to their doing so.

9. Parking on green space on Mallory Close

A person commits an offence if he parks any type of motorised vehicle on any green space on Mallory Close in the Parish of Newbold Verdon, unless:

- (a) they have a reasonable excuse for doing so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to their doing so.

PART 3 – EXEMPTIONS

1. Exemptions

Except for Clauses 1,2,3 and 4 of Section 2 and Clauses 1,2,3,4,5,6,7,8, and 9 of Section 3 nothing in this Order shall apply to a person who:

- (i) Is registered as blind in a register compiled under section 29, National Assistance Act 1948; or,
- (ii) Has a disability which affects his mobility, manual dexterity, physical coordination or ability to lift, carry or otherwise move everyday objects, in respect of dog training by a prescribed charity and upon which he relies for assistance.

PART 4 – INTERPRETATION

1. Interpretation

For the purposes of this Order –

- 1. A person who habitually has a dog in his possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog.
- 2. The placing of faeces in a receptacle on the land which is provided for the purpose, or for the disposal of waste, shall be sufficient removal from the land.
- 3. Being unaware of the defecation (whether by reason of not being in the vicinity or otherwise), or not having a device for other suitable means of removing the faeces, shall not be a reasonable excuse for failing to remove the faeces.
- 4. An “authorised officer of the Authority” means an employee, partnership agency, contractor or partnering council which is authorised in writing by Hinckley & Bosworth Council for the purposes of giving directions under the Order.
- 5. Unless the context otherwise requires, a reference to one gender shall include reference to other genders.
- 6. “Public Land” means land to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission.
- 7. The meaning of “psychoactive substance” in this Order is as defined in the Psychoactive Substances Act 2016.
- 8. “Authority park” means open public recreation space that is owned or maintained by the Authority and to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission.
- 9. The “administration area of the Authority” means the administration area of Hinckley & Bosworth Borough Council.

PART 5 – FIXED PENALTY NOTICE

1. Fixed Penalty Notice

An authorised officer of the Authority may issue a fixed penalty notice to anyone he has reason to believe has committed an offence under this Order.

PART 6 – PENALTY

1. Penalty

The penalties under this Order are –

- (a) A person who is guilty of an offence under Clause 2 of Section 1, Clauses 1, 2, 3 and 4 of Section 2 and Clauses 1,2,3,4,5,6,7,8 and 9 of Section 3 of this Order shall be liable on summary conviction to a fine not exceeding level 3 on the standard scale.
- (b) A person who is guilty of an offence under Clause 1 of Section 1 of this Order shall be liable on summary conviction to a fine not exceeding level 2 on the standard scale.

GIVEN under THE COMMON SEAL of THE BOROUGH COUNCIL OF
HINCKLEY AND BOSWORTH on the 9th day of May 2024

THE COMMON SEAL of THE BOROUGH COUNCIL OF HINCKLEY AND
BOSWORTH

Was hereunto affixed this in the presence of:



Authorised Officer



12910

A copy of this Order may be obtained by contacting:

Street Scene Services,
Hinckley and Bosworth Council,
Hinckley Hub,
Rugby Road,
Hinckley
LE10 0FR



**MINUTES OF THE GROBY PARISH COUNCIL
FINANCE & GENERAL PURPOSES COMMITTEE MEETING
HELD AT THE COUNCIL OFFICES, LEICESTER ROAD, GROBY, LEICESTER
ON 26th OCTOBER 2026 at 3 pm**

Present: Cllr C Lincoln (Chair), Cllr L Emmerson, Cllr T Hollick, Cllr C York

Also present: Parish Clerk

FGP/025/26-27 APOLOGIES

Apologies were received from Cllr N Clarke and Cllr C Mullins.
RESOLVED to accept these apologies.

FGP/026/26-27 DECLARATIONS OF INTEREST

Cllr Hollick declared an interest as Trustee of Groby Village Hall

FGP/027/26-27 MINUTES

RESOLVED that the minutes of the Finance & General Purposes Committee Meeting held on 28th September 2026 be approved and signed as a true record.

FGP/028/26-27 CLERK'S REPORT

i. To consider the purchase of a replacement TV for Council Chamber

Members were advised that a request had been received from the Planning & Development Committee for a larger screen to display information on planning applications as the current TV was felt to be inadequate.

Quotations for a large screen TV along with a portable stand were received and the Clerk advised that there was sufficient budget available under Budget Line 4170 Office Equipment.

Consideration of a projector with pull-down screen as a more suitable option was discussed and it was **AGREED** for the Clerk to do further research and bring back to the Committee at a future meeting.

ii. To receive an update from the External Auditor

The Clerk advised that she had chased the External Auditor in relation to completion of previous years' audits and had submitted to them a timeline of all correspondence in relation to this. A response had been received informing that the auditor hoped to have to have concluded on the years 2022-23, 2023-24 and 2024-5 by the end of October. This was **NOTED**.

iii. HMRC Mileage Rate

Members were advised that the HMRC tax-free mileage rates for employees had increased from 45p to 55p per mile and it was expected for this to be confirmed as a permanent change in the upcoming government Autumn Budget. This was **NOTED**.

FGP/029/26-27 INTERNAL AUDITOR

To consider the appointment of Council's Internal Auditor for the Financial Year 2026-27

Information regarding the LRALC Internal Audit Service, who had undertaken Council's Internal Audit for the previous 5-years, was included in members' packs and discussed.

AGREED to RECOMMEND to FULL COUNCIL to approve the appointment of LRALC's Internal Audit Service for the financial year 2026-27 at an annual cost of £472.50.

FGP/030/26-27 FINANCIAL REPORTS

i. **To review the Income & Expenditure Report and EMR Report to 16th October 2026**

The Income & Expenditure Report and EMR Report to 16th October 2026 were included in members' packs. The reports were verified and **NOTED**.

ii. **To consider budget virements (movements)**

AGREED to RECOMMEND to FULL COUNCIL to make the following budget virements:

- (a) £700 from Contingencies (Budget Line 4395) to Staff Uniform (Budget Line 4445)
- (b) £450 from Contingencies (Budget Line 4395) to HR Advisors (Budget Line 4231)

iii. **To review the bank statement and verify the bank reconciliation for September 2026**

The bank reconciliation and bank statement to 30th September 2026 were included in members' packs. The bank reconciliation for September 2026 was **VERIFIED** and signed by two members.

FGP/031/26-27 BUDGET 2027-2028

Consideration was given to the budget requirements for the financial year 2027-2028.

Potential items for inclusion were discussed and included:

- Impact of any changes announced in the Autumn Budget including minimum wage, National Insurance contributions;
- Resurfacing of Stamford Park path (possible match funding through HBBC PCIF grant);
- Installation of CCTV at Quarry Park / Cemetery;
- Play equipment improvements at Quarry Park;
- Reserves for External Auditor fees;
- 2027 Parish Council Elections;
- Increased training budget due to Election;
- Maintain/Increase Events budget;

Further discussion was deferred to the next meeting.

FGP/032/26-27 PAYMENT OF ACCOUNTS AND INCOME

The Payment Schedule was included in members' packs.

It was **AGREED to RECOMMEND to FULL COUNCIL** that the payment of accounts presented to the meeting be approved. Income was **NOTED**.

FGP/033/26-27 NEXT MEETING

The date and time of the next meeting to be held on Monday 30th November 2026 at 3pm.

The meeting closed at 4.05 p.m.

Signed:
Chair

Date:.....

Chair's Initials

Bank Reconciliation Statement as at 30/09/2026
for Cashbook 1 - Current Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current Account	30/09/2026	361	460,534.07
			<u>460,534.07</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			460,534.07
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			460,534.07
		Balance per Cash Book is :-	460,534.07
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date



**MINUTES OF THE GROBY PARISH COUNCIL
ESTATES COMMITTEE MEETING
HELD AT THE COUNCIL OFFICES, LEICESTER ROAD, GROBY, LEICESTER
ON 3rd SEPTEMBER 2026 at 2 pm**

Present: Cllr L Trivett, Cllr C Lincoln, Cllr L Emmerson, Cllr C York

Also present: Parish Clerk
Administrative Assistant
Members of the Public – 0

In the absence of Cllr C Mullins, Cllr C Lincoln, Vice Chair of the Estates Committee, chaired the meeting.

EC/035/26-27 APOLOGIES

Apologies were received from Cllr K Griffiths, Cllr A Mullins, Cllr C Mullins. It was **RESOLVED** to accept these apologies. Cllr N Clarke was absent.

EC/036/26-27 DECLARATIONS OF INTEREST

There were none.

EC/037/26-27 MINUTES

- i. **RESOLVED** that the minutes of the Estates Committee Meeting held on 9th July 2026 be approved and signed as a true record.
- ii. **RESOLVED** that the minutes of the Estates Committee Meeting held on 6th August 2026 be approved and signed as a true record.

EC/038/26-27 PUBLIC PARTICIPATION

There was none.

EC/039/26-27 CLERK'S REPORT

- i. Woodland Trust Free Trees scheme application has been successful. 345 tree saplings to be delivered in November. This was **NOTED**.
- ii. **AGREED** for the Clerk to write to PCC church to request to use gravel around the ash plots at the churchyard in order to control the weeds and help with maintenance.
- iii. The Clerk advised members of a residents' request for the maintenance strip between their property and Cowpen Spinney to be reinstated. **AGREED** for Grounds Team to inspect area and carry out works as felt necessary.
- iv. Members **NOTED** that Council was awaiting further correspondence from Allroads Ltd, who had agreed to undertake the overdue maintenance work on the Stamford Park paths during the last week of August, but had yet to commence the work.

EC/040/26-27 PARISH COUNCIL ESTATE

An update on the work being carried out by the Grounds Maintenance team was provided. This included:

- Re-tensioning of the zip wire, with temporary measures put in place to address the damaged chain cover while awaiting replacement parts;
- Hedge maintenance had commenced on 1st September;
- The three-year agreement for annual tree surveys had been commissioned;

- An update on training completed by members of the Grounds Maintenance team.

EC/041/26-27 CORRESPONDENCE

1.	Local resident	Request for new wooden posts and zip wire maintenance	Members RESOLVED to delegate authority to Clerk to research replacement wooden posts for Beacon and Marina Parks and to go ahead with purchase provided within Clerk's delegated spend allowance. NOTED that zip wire maintenance had now been completed.
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EC/042/26-27 ANNUAL RoSPA PLAYGROUND INSPECTION REPORTS

Members **NOTED** that works identified within the annual playground inspections had begun.

EC/043/26-27 HINCKLEY & BOSWORTH BOROUGH COUNCIL COMMUNITY EQUIPMENT GRANT SCHEME

Quotes for a bin to be located on the Mineral Line were provided in members' meeting packs. **RESOLVED** to apply to the HBBC Community Equipment Grant for the purchase of a premium steel litter bin at £437.61 from Recycling Bins Direct (to be 50% match funded from the Estates General Maintenance Budget).

EC/044/26-27 NEXT MEETING

The next Estates Committee meeting is scheduled to take place on Thursday 8th October at 2pm.

The meeting closed at 14:51 pm

Signed:
Chair

Date:.....



**MINUTES OF THE GROBY PARISH COUNCIL
PLANNING & DEVELOPMENT COMMITTEE MEETING
HELD AT THE COUNCIL OFFICES, LEICESTER ROAD, GROBY, LEICESTER
ON 8th SEPTEMBER 2026 at 7.30 pm**

Present: Cllr L Trivett, Cllr N Jones, Cllr G Richardson, Cllr C York

Also present: Parish Clerk
Administrative Assistant
Members of the Public - 0

In the absence of the Chair and Vice Chair it was **RESOLVED** for Cllr Trivett to Chair the meeting.

PD/015/26-27 APOLOGIES

Apologies were received from Cllr C Mullins and Cllr D Hyde.
RESOLVED to accept these apologies.

PD/016/26-27 DECLARATIONS OF INTEREST

There were none.

PD/017/26-27 MINUTES

RESOLVED that the minutes of the Planning & Development Committee Meeting held on 10th August 2026 be approved and signed as a true record.

PD/018/26-27 PUBLIC PARTICIPATION

There were no members of the public present.

PD/019/26-27 PLANNING APPLICATION 25/01213/OUT – LAND SOUTH OF SACHEVERELL WAY

Members were advised that this outline Planning Application was out for re-consultation. A copy of Council's original representation which had been submitted to HBBC objecting to the application was included in members' packs along with responses from statutory consultees.

The Committee considered the application and raised various concerns in relation to Highways; public safety; Rothley Brook Green Wedge; air and noise pollution; flooding; and infrastructure.

RESOLVED for the Clerk to write up the Committee's representations providing further objections to the outline planning application and to defer the matter to Full Council for further consideration.

PD/020/26-27 PLANNING APPLICATIONS

i. The following Planning Applications were considered:

Application Number: 26/00619/HOU

Proposal: Loft conversion, double height porch extension, single storey rear extension (retrospective)

Location: 325 Leicester Road, Field Head, Leicestershire, LE67 9RH

Committee Comments: **RESOLVED** that the Committee had no objections to the application.

Application Number: 26/00756/HOU

Proposal: Single storey front extension

Location: 6 Old Hall Close, Groby, Leicester, LE6 0EF

Committee Comments: **RESOLVED** to submit an objection to the application stating that the proposed extension will lead to an insufficient parking provision due to the loss of a double garage and the addition of two bedrooms.

Application Number: 26/00685/TCA

Proposal: Horse Chestnut Tree (T1). Overhanging branches pruned back to boundary line, removing branches causing an obstruction.

Location: Old Hall, Markfield Road, Groby, Leicester, LE6 0FL

Committee Comments: The Committee were unable to give full consideration to the application due to lack of supporting evidence.

The Committee **RESOLVED:**

- To submit an objection to the application due to the lack of supporting information and to request that the applicant provides further details which should include a sketch plan indicating the proposed extent of the crown reduction / pruning to the tree. Once additional information is provided the consultation period should be reset to allow the Committee additional time to comment;
- That the proposed tree works are subject to an arboriculturist assessment to ensure that the works proposed are necessary and do not unbalance or jeopardise the health of the tree;
- To note that the applicant is not the owner of the tree and to request that HBBC consult with the tree owner in relation to these works.

Application Number: 26/00757/TCA

Proposal: Removal of T1 Lawsons Cypress due to close proximity to adjacent property. Reduction of T2 Cedar of Lebanon.

Location: 9 Rookery Lane, Groby, Leicester, LE6 0GL

Committee Comments: **RESOLVED** that the Committee had no objections to the application provided that HBBC's arboriculturist is consulted and confirms that the proposed tree works are the right solution for the situation.

Application Number: 26/00712/HOU

Proposal: Erection of an annexe

Location: 224 Markfield Road, Groby, Leicester, LE6 0FS

Committee Comments: The Committee were unable to give this application full consideration as the detailed plans have not been uploaded to the portal. **RESOLVED** to submit an objection to the application due to lack of supporting information and to request that plans showing existing/proposed elevations and floor plans are uploaded and for additional time to be added to the consultation period in order for the Committee to reconsider the application.

Application Number: 26/00759/HOU

Proposal: Garage conversion and single storey front extension

Location: 18 Highfield Road, Groby, Leicester, LE6 0GU

Committee Comments: **RESOLVED** that the Committee had no objections to the application.

Application Number: 26/00744/CONDIT

Proposal: Application to vary condition 2 to revise the internal road layout, access and parking arrangements, building and design to suit new tenant

Location: Unit 2, Midland Distribution Centre, Markfield Road, Groby, Leicester

Committee Comments: **RESOLVED** that the Committee had no objections to the application

- ii. **To discuss and consider any Planning Applications received since publication of the agenda**
There were no further applications

PD/021/26-27 NEXT MEETING

The date and time of the next meeting to be advised.

The meeting closed at 8.53 p.m.

Signed:

Date:



**MINUTES OF THE GROBY PARISH COUNCIL
EVENTS COMMITTEE MEETING
HELD AT THE COUNCIL OFFICES, LEICESTER ROAD, GROBY, LEICESTER
ON 8th September 2026 at 6:30pm**

Present: Cllr C Lincoln, Cllr C York, Mr P Evans

Also present: Administrative Assistant
Parish Clerk
Members of the Public - 0

In the absence of Cllr Hyde (Chair) and Cllr Clarke (Vice Chair), it was **RESOLVED** for Cllr York to chair the meeting.

EV/024/26-27 APOLOGIES

Apologies were received from Cllr D Hyde, Cllr N Clarke, Cllr Emmerson and Cllr C Mullins. It was **RESOLVED** to accept these apologies.

EV/025/26-27 DECLARATIONS OF INTEREST

There were none.

EV/026/26-27 MINUTES

It was **RESOLVED** that the minutes of the Events Committee Meeting held on 4th August 2026 be approved and signed as a true record.

EV/027/26-27 PUBLIC PARTICIPATION

There was none.

EV/028/26-27 SUMMER EVENT 2026

i. **To note feedback following the event**

Feedback received via the Council's social media and email accounts was included in members' packs. Members noted the strongly positive response, particularly regarding the free children's entertainment, cleanliness of the park, organisation of the event and the opportunity for the community to come together. There were also requests for the event to become an annual occasion and for more similar community events to be held. Members also noted several pieces of constructive feedback including comments on inconsiderate parking. It was **AGREED** that, for any future events at the park, the Council would consider additional measures including discussing potential parking restrictions in the vicinity with Highways.

ii. **To note the amount raised for the Little Beam Foundation**

It was shared that £705 was raised for the Little Beam Foundation. This was raised through pitch fees and two additional donations from food and drink vendors.

iii. **To discuss the possibility of holding a Picnic in the Park event in 2027**

Members **AGREED** to hold the Picnic in the Park again in 2027.

EV/029/26-27 CHRISTMAS LIGHT SWITCH-ON EVENT 2026

i. To receive an update on the Event's project plan and budget

The event plan for Groby's Great Christmas Event was included in members' packs. An update on actions completed was received and included:

- HBBC had agreed to loan 8 gazebos for the event
- Groby Library had agreed to open and serve refreshments
- Bradgate Rotary had agreed to attend with Santa, elves and a sleigh and were discussing the possibility of Santa having a short route around Groby prior to the event start time
- St John's Ambulance would be attending with 2 first aiders for £116
- Druck had agreed to donate and install the Christmas tree on Saturday 14th November
- Many submissions had been received via the stallholder application form on Council's website
- The Village Hall would be kept as stallholders only following feedback from last year's event
- The budget for the Christmas event was £2173.00

ii. To discuss the outstanding actions for the Event

The following actions were **AGREED**:

- Cllr York to talk to the fish and chip shop about the event/ opening on Sunday
- Office to contact the Stamford Arms about the event
- Look into outdoor performance space options
- HBBC Event Notification form to be completed
- PPL/PRS license application to be completed
- Ask Cllr Emmerson to arrange mince pie donation for event
- Cllr Lincoln to request permission from Allotments Committee to utilise their gazebos for outdoor stalls
- Ask Ex-Servicemen's Club if they're happy to arrange for a children's fairground ride at the event

iii. To receive an update on Ratby Brass Band's quotation

A second quotation had been received from Ratby Band for two half hour performances by the Senior Band and was provided in members' meeting packs. It was **AGREED** for the office to suggest a price of £300 for two half hour performances.

iv. To agree on a Christmas competition for the local primary schools

Members **AGREED** to hold a Christmas poster competition with the local schools. It was **AGREED** for the Office to arrange meetings with the three local primary schools to invite them to take part.

v. To receive quotations for Santa presents and competition prizes

Quotes for competition prizes were provided in members' packs and it was **AGREED** for the Office to purchase book bundles totalling £105 to create 3 bundles of 10 books; a prize for EYFS, KS1 and KS2 age groups. Quotes for Santa presents were shared and it was **AGREED** to purchase the books as shown in the quotes.

EV/030/26-27 NEXT MEETING

The date and time of the next meeting is scheduled to take place on Tuesday 6th October at 6:30pm

The meeting closed at 7:26 p.m.

Signed:
Chair

Date:

Chair's Initials



**MINUTES OF THE GROBY PARISH COUNCIL
STAFFING COMMITTEE MEETING
HELD AT THE COUNCIL OFFICES, LEICESTER ROAD, GROBY, LEICESTER
ON 18th SEPTEMBER 2026 at 2.30 pm**

Present: Cllr L Trivett (Chair), Cllr L Emmerson, Cllr K Griffiths, Cllr C Lincoln, Cllr A Mullins, Cllr C Mullins

Also present: Parish Clerk

STA/009/26-27 APOLOGIES

Apologies were received from Cllr Clarke. **RESOLVED** to accept these apologies

STA/010/26-27 DECLARATIONS OF INTEREST

There were none.

STA/011/26-27 MINUTES

RESOLVED that the minutes of the Staffing Committee Meeting held on 18th September 2026 be approved and signed as a true record.

STA/012/26-27 EMPLOYMENT RIGHTS ACT 2025

Members were provided with an update in relation to the Employment Rights Act 2025 and the implications on Council as an employer.

STA/013/26-27 CLOSED SESSION

RESOLVED to move into Closed Session to exclude members of the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to consideration of staffing matters.

STA/014/26-27 STAFFING MATTERS

i. To complete a risk assessment and associated action plan

A template Bullying and Harassment Risk Assessment had been provided by Worknest and members worked through the various risks, identified current controls and assessed the requirement for further preventative action.

It was **AGREED to RECOMMEND to Full Council** to adopt the completed Bullying and Harassment Risk Assessment and associated Action Plan.

ii. To review tailored staffing policies and procedures received from Worknest

The Clerk advised that she had started to work through Worknest's comments in relation to the Employee Handbook in order to fit Council's requirements. This still required further work and discussion was deferred to a future meeting.

iii. To consider probationary period reviews and appraisals

Probationary period reviews for two staff members were considered along with staff appraisals.

RESOLVED:

- (a) For the Clerk and Cllr Trivett to carry out interim probationary reviews with the Grounds & Maintenance Manager and Grounds Operative;
- (b) For the Clerk and Cllr Trivett to carry out the annual appraisal of the Administrative Assistant;
- (c) For Cllr Trivett and Cllr Lincoln to carry out the annual appraisal of the Clerk.

iv. To receive an update on staffing matters and consider any training requirements

An update on staffing matters including training undertaken and booked was received and **NOTED.**

STA/008/26-27 NEXT MEETING

The date and time of the next meeting to be advised.

The meeting closed at 5.15 p.m.

Signed:
Chair

Date:.....