Present: The Town Mayor, Councillor T Hirons
The Deputy Town Mayor, Councillor G Robinson
Councillors J Ackerley, N Ackerley, R Coleman, D Gair, B Howes, M Perks,
B Poulter, I Staples, M Sutton, S Todd, P Toye and B Zilberts

County Councillor R Page joined the meeting at 8.00pm and left prior to the
discussion of confidential business.

District Councillor E Chapman and one member of the public were in
attendance and left prior to the discussion of confidential business.

297 DECLARATION OF ACCEPTANCE OF OFFICE
The Clerk reported that Councillor Neil Ackerley had completed his Declaration of
Acceptance of Office.

298 APOLOGIES FOR ABSENCE
Apologies were received and approved from Councillors R Crouch and D Jones.

299 DECLARATIONS OF INTEREST
Councillors Ackerley and Robinson declared non-pecuniary interests in Minute
Number 309 (Planning Applications) due to their appointments as District Councillors
on Harborough District Council’s Planning Committee.

No further declarations of interest were received in respect of items on the Agenda.

300 DISPENSATIONS FROM MEMBERS ON MATTERS IN WHICH THEY HAVE A
DISCLOSABLE PECUNIARY INTEREST
None were received.

301 MINUTES, LUTTERWORTH TOWN COUNCIL
RESOLVED that the minutes of the Lutterworth Town Council meeting held
on 8 December 2015 be signed by the Town Mayor as a true record.

302 MINUTES, EVENTS WORKING PARTY
RESOLVED that the minutes of the Events Working Party held on 16
November 2015 and 14 December 2015 be signed by the Town Mayor as a
true record, that the minutes be adopted and that all recommendations
contained therein be approved.

303 MINUTES, PLANNING AND GRANTS COMMITTEE
RESOLVED that the minutes of the Planning and Grants Committee held on
5 January 2016 be signed by the Town Mayor as a true record, that the
minutes be adopted and that all recommendations contained therein be
approved, subject to the recommendation relating to Lutterworth Museum’s
grant application (paragraph 4) being reconsidered as follows.
At the meeting of the Planning and Grants Committee held on 5 January 2016, the grant application from Lutterworth Museum (£2,500) was recommended for rejection due to the Museum’s current financial status and the lack of detail provided by the Museum in terms of how the additional funds requested over and above the Town Council’s maximum grant award of £500 could be justified. The Town Councils’ appointed Trustees to the Museum expressed concern at the Planning and Grants Committee’s decision and following a detailed explanation, Cllr Howes proposed and Cllr Coleman seconded that the Lutterworth Museum’s grant application for £2,500 be approved. In accordance with Standing Order No 10, Cllr Howes requested a recorded vote.

For the motion: Councillors R Coleman, D Gair, B Howes and G Robinson.

Against the motion: Councillors J Ackerley, M Perks, B Poulter, I Staples, M Sutton, S Todd, P Toye and B Zilberts.

Abstentions: Councillor N Ackerley.

The motion was subsequently defeated.

Members noted that the Planning and Grants Committee had made its decision based on the information supplied at that time which was felt insufficient to justify awarding £2,500 grant funding (i.e.: £2,000 above the Town Council’s maximum amount for a single application). However, it was felt that in order for the Committee to make an informed decision, the matter should be reconsidered after the relevant information had been requested from and supplied by Lutterworth Museum.

In conclusion, Cllr J Ackerley proposed and Cllr Staples seconded that the information requested by the Planning and Grants Committee (i.e.: clarification as to how the additional funds requested over and above the Town Council’s maximum grant award of £500 could be justified and an explanation as to “accreditation status”) be provided by Lutterworth Museum and that the matter be reconsidered by the Planning and Grants Committee at a forthcoming meeting.

For the motion: Councillors J Ackerley, M Perks, B Poulter, I Staples, M Sutton, S Todd, P Toye and B Zilberts.

Against the motion: Councillors R Coleman, D Gair, B Howes and G Robinson.

Abstentions: Councillor N Ackerley.

The motion was therefore carried and it was RESOLVED that the application for grant funding by Lutterworth Museum be re-considered by the Planning and Grants Committee once the additional information outlined above has been received.

### TOWN MAYOR’S ANNOUNCEMENTS

The Town Mayor reported his attendance at the following events since the last Town Council meeting:

<table>
<thead>
<tr>
<th>Wednesday 9 December</th>
<th>St Dionysius Church</th>
<th>Harborough Civic Carol Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday 11 December</td>
<td>Bruntingthorpe</td>
<td>Meeting with Harborough Tourism Executive</td>
</tr>
<tr>
<td>Tuesday 15 December</td>
<td>Bitteswell</td>
<td>Leicestershire and Rutland Federation of Young Farmers Clubs</td>
</tr>
<tr>
<td>Date</td>
<td>Event Description</td>
<td></td>
</tr>
<tr>
<td>--------------------</td>
<td>------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Thursday 17 December</td>
<td>Sir Frank Whittle Studio School - Reception to mark the opening of the new building</td>
<td></td>
</tr>
<tr>
<td>Friday 18 December</td>
<td>St Mary's Church - Funeral of Malcolm Richardson (+ Clerk and Cllr Perks)</td>
<td></td>
</tr>
<tr>
<td>Friday 25 December</td>
<td>Wycliffe Rooms - Official Opening of the Open Christmas Event</td>
<td></td>
</tr>
<tr>
<td>Thursday 7 January</td>
<td>Magna Park - Cheque presentation for Cemetery (£2.5K) and radios for official events from Magna Park Community Fund (£1,278)</td>
<td></td>
</tr>
</tbody>
</table>

**COMMENTS FROM THE PUBLIC**

One member of the public was in attendance who expressed concern regarding presence by individuals possibly undertaking tests on land adjacent to Fairacres, Lutterworth. The Chairman requested the Clerk to contact Leicestershire County Council to establish what had been happening on the site and thereafter the matter should be reported back to the questioner.

County Councillor Page provided an update on County, District and Town Council matters which included:

i) Until 27 January 2016, she would be unable to send/receive emails.

ii) The budget-setting process at District and County levels was ongoing. An increase was predicted as the Government had requested the County Council to include a 2% increase, ring fenced, for adult social care; the budget currently stood at £54M. The County Council was currently £80M short to meet demand.

iii) Harborough District Council would be considering the IDI Gazeley Ltd planning application number 15/00919/FUL on Thursday 28 January 2016, venue: Lutterworth High School.

iv) Whittle plane replica – £12K grant funding towards the maintenance of the plane replica was recently approved by Harborough District Council’s Executive. A meeting was due to be held on Saturday 16 January 2016 between the contractors and the Trustees.

v) Leaders Farm / allotment land – land currently owned by Leicestershire County Council was under discussion as a potential future allotment site.

**ACCOUNTS PAID AND TO BE PAID**

Councillors Coleman and Gair confirmed that all was in good order.

<table>
<thead>
<tr>
<th>CHEQUE NO</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>10994</td>
<td>Lutterworth Archery Club</td>
<td>500.00</td>
</tr>
<tr>
<td>10995</td>
<td>Lutterworth Tennis Club</td>
<td>500.00</td>
</tr>
<tr>
<td>10996</td>
<td>The Share &amp; Care Group</td>
<td>500.00</td>
</tr>
<tr>
<td>10997</td>
<td>Leicestershire County Council</td>
<td>120.00</td>
</tr>
<tr>
<td>10998</td>
<td>Lutterworth Ford</td>
<td>265.01</td>
</tr>
<tr>
<td>10999</td>
<td>A Hirons</td>
<td>18.85</td>
</tr>
<tr>
<td>11000</td>
<td>Griffindale Printers Ltd</td>
<td>305.42</td>
</tr>
<tr>
<td>11001</td>
<td>Staffline Group Plc</td>
<td>1,528.61</td>
</tr>
</tbody>
</table>
Members noted the bank reconciliation and income and expenditure for the end of December 2015 which was circulated at the meeting.

It was noted that the Audit Commission ceased to exist on 1 April 2015 and a new company – “Smaller Authorities’ Audit Appointments Ltd” had been created to take over the appointment of external auditors and the setting of audit fees for smaller authorities from 2017. In the meantime, the existing appointed external auditor, Grant Thornton, would continue to undertake Lutterworth Town Council’s external audit service.

**RESOLVED** that Lutterworth Town Council remains under the umbrella of the newly created company “Smaller Authorities’ Audit Appointments Ltd” where the appointment of external auditors is concerned.

Members **RESOLVED** to **SUPPORT** the following planning application:-

<table>
<thead>
<tr>
<th>Plan No.</th>
<th>Applicant</th>
<th>Nature of Development and Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>15/02026/PCD</td>
<td>William Davis Ltd</td>
<td>Discharge of Condition 1 of 11/00117/OUT (alteration to brick materials) for Plots 39 – 54. Land north of Bill Crane Way, Lutterworth.</td>
</tr>
</tbody>
</table>
Members **RESOLVED** to **SUPPORT** the following planning applications, although concerns were noted regarding the existing high volume of cars parked along a residential street which the change of use to a business could exacerbate:-

<table>
<thead>
<tr>
<th>Plan No:</th>
<th>Applicant</th>
<th>Nature of Development and Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>15/02036/FUL</td>
<td>Mr D Slinger</td>
<td>Change of Use of Dwelling (class C3) to Office (class A2), formation of car parking and widening of existing access (revised scheme of 15/01057/FUL). 68 Woodmarket, Lutterworth.</td>
</tr>
<tr>
<td>15/02037/LBC</td>
<td>Mr D Slinger</td>
<td>Change of Use of Dwelling (class C3) to Office (class A2), formation of car parking and widening of existing access (revised scheme of 15/01057/FUL). 68 Woodmarket, Lutterworth.</td>
</tr>
</tbody>
</table>

**310 NOTIFICATION OF CONSULTATION ON ADDENDUM TO THE HARBOROUGH LOCAL PLAN: OPTIONS CONSULTATION SUSTAINABILITY APPRAISAL INTERIM REPORT**


Members were asked to consider volunteering to review the document in readiness to inform Full Council at its meeting on 9 February 2016, or to delegate authority to an appointed Working Party to submit a Town Council representation during February 2016.

**RESOLVED** that Cllrs Gair, Hirons, Howes, Perks and Poulter be appointed to submit their comments on the Addendum to the Harborough Local Plan: Options Consultation Sustainability Appraisal in order to inform the Town Council meeting on 9 February 2016.

**311 AIR QUALITY**

Following the Town Council’s resolution in December 2015, members gave consideration to the suggestion that monitoring of air pollution levels in Lutterworth be re-introduced, particularly in view of the planning applications submitted by IDI Gazeley and DB Symmetry. However, whilst it was noted that establishing current air pollution levels may be useful, it could also distort the results already published which proved that air pollution levels in Lutterworth were significant and “off the scale”. It was therefore **RESOLVED** to make contact with Harborough District Council’s Environmental Health Officer Elaine Bird, whilst copying to Leicestershire County Council’s Environmental Health, with a view to keeping the need to monitor air quality levels on the agenda.

**312 NEIGHBOURHOOD PLANNING**

Following deferral of a decision regarding the creation of a Neighbourhood Plan for Lutterworth by the Town Council in September 2015 until the Options Consultation document had been produced by Harborough District Council, Members were asked
to consider if a Neighbourhood Plan should now proceed, particularly in view of the opportunity to participate in Neighbourhood Planning Workshops being hosted by the Leicestershire and Rutland Association of Local Councils.

Discussion ensued regarding the advantages of having a Neighbourhood Plan in place, however, the timescale and cost in preparing a Neighbourhood Plan at this stage prior to the new Local Plan being published by Harborough District Council may not be achievable. It was suggested that a “slimmed down” version of a Neighbourhood Plan be produced in order to receive a higher percentage of Community Infrastructure Levy funding however, it was decided to await the outcome of the gap analysis study which would identify need in terms of community infrastructure which should, in turn, attract funding from developers.

**RESOLVED** to await the outcome of the gap analysis study in terms of identifying community infrastructure need for Lutterworth and that a Neighbourhood Plan is therefore not pursued at this stage.

### 313 STATION ROAD: PROPOSED EXTENSION OF NO WAITING RESTRICTIONS

Members noted the proposed extension of no waiting restrictions as part of planning application number 13/01864/FUL and had no further comments to make.

### 314 BITTESWELL ROAD GRASS VERGES

The situation regarding the poor state of the grass verges and the paths following the construction work required for the Sir Frank Whittle Studio School was noted.

Discussion ensued regarding the lay-by adjacent to the Pre-School where cars were parking both on the verge and the highway due to the poor design width of the lay-by. It was suggested that width of the lay-by should be extended up to the footpath.

**RESOLVED** that Leicestershire County Council be asked to consider extending the width of the lay-by outside the Pre-School to allow cars to park on it without having to mount the grass verge.

### 315 APPOINTMENT TO COMMITTEES

The position relating to the Town Council’s representation on the Events Working Party was noted. As only two members remained on the Working Party, members were encouraged to be appointed to it in order to secure the continuance of future events for Lutterworth.

**RESOLVED**

1) That the updated version of the Town Council’s Committee / Working Party appointment list (Appendix C) be approved.

2) That Cllr N Ackerley’s appointment to the vacant position on the Administration, Finance and Development Committee be noted.

3) That Cllr S Todd be appointed to the Events Working Party with immediate effect.

### 316 COMMUNITY SAFETY PARTNERSHIP PLAN

Members considered the aims and objectives of the Community Safety Partnership’s Community Safety Plan 2016/17 (Appendix D). The following was noted:-
i) To increase the reporting of domestic abuse so that every effort can be made to resolve effectively in an effort to reduce the amount of ‘secondary’ reports.

ii) To improve road safety – should stress the need for Police to take action against individuals who contravene highway restrictions (particularly those who park on double yellow lines).

iii) To tackle anti-social behaviour, Coventry Road recreation ground – a priority for Lutterworth.

317 LUTTERWORTH COLLEGE: ADMISSIONS POLICY CONSULTATION

RESOLVED that members respond individually to Lutterworth College’s proposal to change its Admissions Policy (by 29 January 2016).

318 2016 TOWN GUIDE

Following incorporation of members’ comments on the draft version of the Town Guide at the December Town Council meeting and further to a meeting of the Working Party, the draft 2016 Town Guide had been submitted to the publishers in order to meet their deadline (8 January 2016).

It was noted that the Town Guide would be placed on the Members’ area of the website and it was requested that a pdf version of the documents also be made available on the website.

319 LOCAL COUNCIL AWARD SCHEME

It was noted that the Town Council’s submission to the Local Council Award Scheme in October 2015 had been successful and it had achieved “Quality” status with the award ceremony taking place on 1 February 2016. The status would remain current for four years. The Clerks were congratulated on this achievement.

Consideration was given to progressing towards “Quality Gold” status. If an application was to be pursued, the submission would have to be made within the forthcoming twelve months to avoid all existing evidence having to be re-submitted.

RESOLVED that the work involved in submitting an application for “Quality Gold” status be investigated and reported back to a future meeting of the Town Council.

320 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

County Councillor Page’s update was noted at Minute No: 305 above, as well as the additional comment concerning Lutterworth Museum’s receipt of a jet engine following the closure of Snibston Discovery Museum.

No report was received from District Councillor Chapman who was in attendance.

321 REPORTS FROM MEMBERS WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE TOWN COUNCIL

None were received.

322 INFORMATION ITEMS

The following information items were received and noted by members, also available by viewing online through the Members’ Area of the Town Council's website:-
i. Neighbourhood Watch Newsletters – Editions 47 to 50.
iii. Leicestershire and Rutland Association of Local Councils – Newsletter No 8.
v. Joint Meeting with Harborough District Council (HDC) – to be held on Wednesday 13 January 2016 at 7pm at HDC’s offices. Members attending would include Cllrs J Ackerley, T Hirons, B Howes, M Perks, B Poulter, G Robinson and P Toye.

323 CONFIDENTIAL

RESOLVED that due to the confidential nature of the following items of business and “because publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted, the public and the press be excluded from the remainder of the meeting” and that:

“because the business to be discussed is of a confidential nature relating to members of the staff, the public and the press be excluded from the remainder of the meeting”.

324 DE VERDON ROAD ALLOTMENTS

An update was provided in respect of the four potential locations for alternative allotment land. Two locations remained feasible as follows:-

1) Land at Leaders Farm, adjacent to the Fairacres site (Appendix F1 of the Clerk’s report) – discussions were ongoing with officers from Leicestershire County Council who had confirmed that the Authority would enter into the sale of five acres of land as proposed allotment land. An uplift clause would be applied if the land was sold for development in the future. The land was currently occupied by a tenant farmer until 25 March 2017, but could be vacated earlier by agreement with the tenant. Issues such as flooding, contamination and the presence of a public sewer underneath the site would need to be clarified, together with establishing the land value. The proposed site was slightly larger than the existing De Verdon Road allotments, allowing for approximately 70 plots, although the need for a car to access the site and the highway access itself were currently not ideal.

2) Land at Moorbarns Lane, adjacent to the refuse tip (Appendix F2 of the Clerk’s report) – the land was available on a leasehold basis.

A two year extension had been agreed with Harborough District Council (HDC) until 29 September 2017 on the De Verdon Road allotment site.

It was suggested that the matter be discussed at the joint meeting with HDC on 13 January 2016 and that the De Verdon Road allotment tenants be contacted in order to gain their opinions on the two site options, although this could await the submission of the planning application by Leicestershire County Council when the matter became public.

During consideration, it was indicated that the option to purchase land for allotments was preferable to leasing as the current situation had arisen due to the De Verdon
Road allotment site being leased to the Town Council which the District Council had now earmarked for development.

After lengthy debate, it was concluded that as the Town Council had a duty to provide allotments and the current provision at De Verdon Road would cease in September 2017, the option to purchase the land at Leaders Farm, adjacent to the Fairacres site should be pursued further with the County Council.

**RESOLVED**

1) That negotiations commence with Leicestershire County Council regarding the purchase of the land at Leaders Farm, adjacent to the Fairacres site with a view to establishing the value of the land.

2) That discussions be held with representatives of Harborough District Council at the joint meeting to be held on 13 January 2016.

3) That an update be reported to the Town Council meeting on 9 February 2016 and that allotment provision remains a standing Council agenda item until the matter is resolved.

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At 9.25pm, during consideration of the following item of business, it was **RESOLVED** to suspend Standing Order 1(b) to allow the meeting to continue for a further thirty minutes until 10.00pm.

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325  **ADMINISTRATION, FINANCE AND DEVELOPMENT COMMITTEE / ESTIMATES 2016-17**

**RESOLVED** that the minutes of the Administration, Finance and Development Committee held on 15 December 2015 be signed by the Town Mayor as a true record, that the minutes be adopted and that all recommendations contained therein be approved.

Since the Estimates meeting took place on 24 November 2015, Harborough District Council had confirmed the tax base for Lutterworth for 2016-17 at 3,201.9 (an increase of 2% compared to 2015-16).

Members were asked to consider Appendix H of the Clerk’s report which highlighted the difference in percentage increases following the outcome of the tax base information. It was noted that the Council Tax Support Grant (£15,713 in 2015-16) had been removed in its entirety for 2016-17 and the Town Council’s budget requirement for 2016-17 currently stood at £278,210.

Working through the Appendix, various comments and recommendations were made on the 2016-17 precept/budget requirements as follows:-

i) Grass Cutting / Grounds Maintenance Contract – eight tenders were evaluated with Glendale Grounds Management Ltd being selected as the preferred tenderer due to their comprehensive proposal and conduct during the interview process. Following selection of Glendale Grounds Management Ltd, various amendments could be made to Appendix H as follows:-

Part B – Parks and Gardens
1238 – Coventry Road Rec Mowing Contract - £2250
1250 – Regent Court Embankment Maintenance - £800
1255 – Crescent Road / Grounds Maintenance - £1,200

Part F – Lutterworth Community
11143 – Churchyard Grounds Maintenance - £4,500
11147 – Dog Bin Emptying/Maintenance - £1,300
    Grass Verge Cutting - £13,500

Part P – Lutterworth Cemetery
Maintenance - £1,000

It was noted that the grounds maintenance contract did not include maintenance of the Dunley Way recreation ground nor the Lutterworth Country Park at this stage as these areas were due for further research with Harborough District Council during the next twelve months.

RESOLVED that the recommendation to award the grounds maintenance contract to Glendale Grounds Management Ltd in accordance with tender documentation dated 14 December 2015, be approved.

ii) 1242 – Memorial Garden Maintenance – consideration was given to the quotations received for repairs deemed necessary to the roof of the Memorial Garden shelter. The projected expenditure had been increased to allow for this expenditure.

RESOLVED that the quotation received from John Kozlowsky Roofing dated 5 December 2015 at £695 be approved in full, to include repairs to the Council Office and George Street Public Convenience roofs.

Part A1 – Administration
1123 – Printing/Stationery - consideration was given to the proposal to review the current process of printing agendas for committee and council meetings. Four options were examined with a view to reducing paper costs and to become more efficient in publishing documentation for Council meetings.

Following discussion, it was RESOLVED to continue to produce hard copies of all agendas and supporting documents for all members and that confidential papers only be printed on coloured paper; the remainder being on white with page numbering where appropriate.

Part C – Council Offices
1836 – Maintenance - RESOLVED that Cllrs Coleman, Hirons, Howes, Robinson, Toye and Zilberts be appointed to a Working Party to consider the fabric of the Town Council offices, including the roof, frontage, perimeter and storage at the rear of the building.

Part E – Projects
Highway Verge Cutting – in accordance with the Administration, Finance and Development Committee minutes dated 15 December 2015, it was

RESOLVED that the Service Level Agreement (Urban Grass Cutting) between Leicestershire County Council and Lutterworth Parish Council dated 22 December 2015, be signed.

Part F – Lutterworth Community
11142 – Churchyard Groundsman / 11143 Churchyard Maintenance Contract - the request from St Mary’s Church that £10,000 be granted to them
separately so that they could manage their grounds maintenance requirements internally was considered. However, it was

**RESOLVED** that grounds maintenance of the Churchyard should remain incorporated within the Grounds Maintenance Contract.

11156 – Sir Frank Whittle Trust – the update provided by County Councillor Page at Minute No: 305 above indicated that £12,000 grant funding had been approved by Harborough District Council’s Executive and therefore the shortfall in funding was anticipated to be met.

Part H – Christmas Lights
1483 – Miscellaneous Income – it was noted that a grant of £1,278 had been received from the Magna Park Community Fund towards the purchase of the Event radios. The income had been split equally between codes 1483 and 1677.

Part J – Grants
1561 Grants / 1563 Museum

**RESOLVED** to defer a decision regarding the grants allocation of budget used to donate discretionary monies to local organisations until the February Town Council meeting.

Part L – Loans
Cemetery Loan – The 2016/17 estimate at £3,500 was noted.

Part M – Staffing
Cemetery Office Administration – to be considered by the Staffing Committee at the end of January 2016.

Part O – Devolution of Services
Harborough District and Young People’s Charity (HCYC): Youth Activities Proposal

**RESOLVED** to defer a decision regarding the funding request from HCYC and specifically the suggestion that a venue is provided as an in-kind support, until the outcome of discussions regarding the future of the Pavilion is determined.

Part O – Devolution of Services
CCTV – the request from Cllr Robinson to investigate purchasing the Town Council’s own CCTV cameras for use at Coventry Road Recreation Ground was considered.

**RESOLVED** that costings be established regarding the purchase of the Town Council’s own CCTV equipment, to include monitoring and training.

Part P – Cemetery
Figures were based on the number of burials at St Mary’s Churchyard for the last two complete financial years however, it was noted that these were rough estimates at this stage. If the number of burials increased, this would prove more profitable to the Town Council.

Members noted the nominal sum of £3,500 for 2016-17 for a Public Works Loan being required to finance the initial ground preparation work for the
Lutterworth Cemetery (as noted in Part L – Loans) should the grant application outcomes not prove successful.

In conclusion and following detailed consideration, the 2016-17 precept and percentage increase in Council Tax for Lutterworth to be submitted to Harborough District Council was approved as follows:-

**RESOLVED** to set the precept for 2016-17 at a total of £270,990, which in turn would represent a 12% increase in precept and a 9.8% increase in Council Tax, equating to £7.53 due to the loss of the Council Tax Support Grant.

In order to communicate the increase effectively to the public, it was

**RESOLVED** that Cllrs Hirons, Howes, Perks and Zilberts be appointed to assist the Clerk in creating the relevant article for inclusion within the next edition of the Lutterworth and District Journal, due for publication on 15 March 2016. The draft article to be considered by the Town Council on 9 February 2016 prior to its submission.

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The meeting closed at 9.55pm.

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Signed: ............................

Date: ................................