

**MINUTES OF THE LUTTERWORTH TOWN COUNCIL MEETING
HELD ON 11 April 2017 AT THE COUNCIL OFFICES
COMMENCING AT 7PM**

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

Also Present: Town Clerk Mr A Ellis
PCSO Kiff

16/270 APOLOGIES FOR ABSENCE

Apologies received and accepted from Cllr's, B Howes, M Sutton and S Todd,

16/271 DECLARATIONS OF INTEREST

Cllr Mrs G Robinson declared a pecuniary interest in any planning item as a member of the Harborough District Planning Committee

**16/272 DISPENSATIONS FROM MEMBERS ON MATTERS IN WHICH THEY HAVE A
DISCLOSABLE PECUNIARY INTEREST**

16/273 COMMENTS FROM THE PUBLIC

PCSO Kiff informed Members on current policing issues in Lutterworth

16/273 MINUTES, LUTTERWORTH TOWN COUNCIL

RESOLVED that the minutes of the Lutterworth Town Council meeting held on 14 March 2017 be signed by the Town Mayor as a correct record.

RESOLVED that the minutes of the Lutterworth Town Council meeting held on 28 March 2017 be signed by the Town Mayor as a correct record.

16/274 MINUTES, PLANNING AND GRANTS COMMITTEE

RESOLVED that the minutes of the Planning and Grants Committee meeting held on 4 April 2017 be signed by the Town Mayor as a correct, that the minutes be adopted and all recommendations contained therein be approved

16/275 MINUTES, EVENTS WORK PARTY

As recommended by the Clerk it Was **RESOLVED** that the minutes of the Events work party held on 20 March 2017 be signed by the Town Mayor as a correct, that the minutes be adopted and all recommendations contained therein be approved.

16/276 MINUTES, ADMINISTRATION, FINANCE AND DEVELOPMENT COMMITTEE

RESOLVED that the minutes of the Administration, Finance and Development Committee meeting held on 28 March 2017 be signed by the Town Mayor as a correct record, that the minutes be adopted and all recommendations contained therein be approved apart from items 8 (Lutterworth App) and 14 (Town Infrastructure) which were taken separately.

Item 8 Lutterworth App

It was **RESOLVED** that a Social Media work party be formed to examine the social media aspect of the council and report their findings and recommendations. Membership of the work party will be Cllr's B Howes, R Coleman and T Hirons

Item 14 Town Infrastructure

It was **RESOLVED** that a Town Infrastructure work party be formed. The first item will be to make recommendations to full council on their terms of reference. Membership of the work party will be Cllr's B Howes, T Hirons, M Perks, D Gair and D Jones

16/277 TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor reported that she attended a presentation at the one stop shop where she received a cheque for £700 for the Mayors Appeal

CLERKS REPORT

16/278 FINANCE

- (i) **RESOLVED** that the following accounts be paid

Unity Trust Bank Payments made since the last meeting totalling £7,981.49
Unity Trust Bank income received since the last meeting totalling £15,071.81
Cash Income received since the last meeting totalling £39.50
BACS Payments Totalling £12,040.26
Cheque Payments Totalling £370.00

- (ii) **BANK RECONCILIATION**

Members received the bank reconciliations as at 31 March 2017 which was duly noted.

- (iii) **REQUEST FOR FINANCIAL SUPPORT – ST MARYS CHURCH**

RESOLVED that the request for financial support is not supported. The Town Council already makes a substantial financial contribution towards the maintenance of the churchyard.

- (iv) **TOWN COUNCIL INVESTMENTS**

Under a five member motion it was **RESOLVED** to rescind all previous resolutions in regards to Town Council Investments. It was further **RESOLVED** to appoint a Financial Adviser to help the council in town council investments. Such appointment would be for a short term to

provide the necessary advice for the various monies currently being held on account or which will shortly be held. It is essential that at least 2 financial advisors be considered for the appointment and that these have proven experience and expertise in providing financial advice to Local Councils. Such appointment can only be made by resolution of Full Council

Secondly it is necessary to obtain a full report from the appointed financial advisor which proposes options on how to manage all the monies on account including existing monies, expected monies and S106 monies.

The report will propose options and reasons for those and any necessary timing. Full Council will debate and may accept one or of the proposed options. The remit to provide that report will only be given to the appointed financial adviser in writing and the remit will only be given after full ratification by full council.

16/279 PLANNING MATTERS

(i) **RESOLVED** to submit the following comments to Harborough District Council

a. 17/00280/FUL - Erection of a two storey front extension, 33 Orange Hill, Lutterworth

Not to comment on the application

b. 17/00497/NMA Insertion of a roof light (proposed non-material amendment to 16/01998/FUL), 5 Foxfield Close, Lutterworth

No objections raised

c. 17/00480/TCA- Works to trees, The Springs, Stoney Hollow Lutterworth

To be considered at the next Planning & Grants Committee

d. 17/00298/NMA - Replacement of rear window with patio doors (proposed non-material amendments to 15/01554/FUL), 10 St Johns Close, Lutterworth Leicestershire

No objections

(ii) **Appeal Decision – Land at Coventry Road, Lutterworth – Draft Corresponedece**

Members made slight amendments to the draft letter and agreed that they be sent to The Planning inspector, Alberto Costa and Harborough District Council

(iii) **Proposed Neighbourhood Plan**

Members agreed that the preferred date for a Neighbourhood Plan brief from LCC was the 27th April at 10am

16/280 ELECTORAL REVIEW OF HARBOROUGH

Members felt that the proposals of merging 4 district wards into 2 wards would cause considerable confusion to local residents as this would mean that there would be 4 wards at Town/Parish level (Swift, Brookfield, Orchard and Springs) and 2 wards at district level (Lutterworth West and Lutterworth East)

With no change in the number of district councillors it is recommended by the Town Council to keep the 4 wards at both district and Town and Parish Level

16/281 S106 COMMUNITY FACILITIES GRANT – REQUEST FOR TOWN COUNCIL SUPPORT

RESOLVED that the Town Council supports both applications as follows

- a. Lutterworth Town FC - £22,500 towards a club house refurbishment (the clerk is to point out 3 inaccuracies in the applications)
- b. The Enterprise Centre - £9,975 towards disabled toilet provision

16/282 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

County Councillor Mrs R Page updated members on the Proposed Boundary changes

16/283 REPORTS FROM MEMBERS WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE TOWN COUNCIL

- (i) Members noted the Lutterworth and District Twinning Association Minutes 13th March

16/284 INFORMATION ITEMS

16/285 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".

16/286 MINUTES, STAFFING COMMITTEE

RESOLVED that the minutes of the Staffing Committee meeting held on 4th April 2017 be signed by the Town Mayor as a correct record.

On a point of order raised by Cllr N Ackerley it was agreed that the recommendations made by the staffing committee be taken separately

It was **RESOLVED** to suspend standing order to allow the meeting to continue for a further 30 minutes

The recommendation from the staffing committee that Mrs Guy continue her employment on her current contract was voted on as follows

For – Cllrs B Poulter, D Jones, N Ackerley, P Toye, D Gair, R Coleman and M Perks

Against – Cllrs T Hirons, I Staples, J Ackerley and G Robinson

Therefore it was **RESOLEVD** that Mrs Guy should continue her employment on the terms and conditions of her current contract.

It was further **RESOLVED** that:

- a. A staffing review be undertaken for all staff
- b. A brainstorming session be arranged for the 25th April in place of the staffing committee meeting
- c. That as a temporary measure the Staff be allowed to close the council office should a funeral take place when there is no cover for the office to remain open to the public.

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The meeting closed at 9.29pm.

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Signed:

Date: