



Lutterworth Town Council

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Andy Ellis

Clerk to the Council

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1st September 2020.

Dear Councillors,

You are hereby **Summoned** to attend the meeting of Lutterworth Town Council on Tuesday 8th September 2020 at **7pm** to be conducted by Zoom.

Town Clerk is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://zoom.us/j/94617429857?pwd=TEJoS3VkMjdVbzNubzlnUCs3UXphZz09>

Meeting ID: 946 1742 9857

Passcode: 9kBHx3

Members are reminded that apologies for absence for all council meetings should be reported to the Town Council Office to ensure that they are correctly recorded.

The purpose of the meeting is: -

- 20/222. **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE.**
- 20/223. **TO RECEIVE ANY DECLARATIONS OF INTEREST AND TO CONSIDER REQUESTS FOR DISPENSATIONS FROM MEMBERS ON MATTERS IN WHICH THEY HAVE A DISCLOSABLE PECUNIARY INTEREST.**
- 20/224. **TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE TOWN COUNCIL MEETING HELD BY MICROSOFT TEAMS ON 14th JULY 2020. (Pages 7-10)**
- 20/225. **TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE OPEN SPACES COMMITTEE MEETING HELD BY MICROSOFT TEAMS ON 16th JULY 2020 AND TO APPROVE ANY RECOMMENDATIONS CONTAINED HEREIN. (Pages 11-14)**
- 20/226. **TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE STAFFING COMMITTEE MEETING HELD BY MICROSOFT TEAMS ON 20th JULY 2020 AND TO APPROVE ANY RECOMMENDATIONS CONTAINED HEREIN. (Pages 15-18)**
- 20/227. **TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE HEALTHCARE WORK PARTY MEETING HELD BY MICROSOFT TEAMS ON 20th JULY 2020. (Pages 19-20).**
- 20/228. **TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE SECTION 106 WORK PARTY MEETING HELD BY MICROSOFT TEAMS ON 23RD JULY 2020. (Pages 21-22)**

- 20/229. TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE ST MARYS MEETING HELD ON 31ST JULY 2020. (Pages 23-24)
- 20/230. TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE EAST LUTTERWORTH COMMITTEE MEETING HELD BY MICROSOFT TEAMS ON 3rd AUGUST 2020 AND TO APPROVE ANY RECOMMENDATIONS CONTAINED HEREIN. (Pages 25-26)
- 20/231. TO APPROVE AS A CORRECT RECORD OF THE GRANT PANEL MEETING HELD BY MICROSOFT TEAMS ON 4th AUGUST 2020 AND TO APPROVE ANY RECOMMENDATIONS CONTAINED HEREIN. (Pages 27-28)
- 20/232. TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE PLANNING & HIGHWAYS COMMITTEE MEETING HELD BY MICROSOFT TEAMS ON 4th AUGUST 2020 AND TO APPROVE ANY RECOMMENDATIONS CONTAINED HEREIN. (Pages 29-30)
- 20/233. TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE INFORMAL TOWN COUNCIL MEETING HELD BY MICROSOFT TEAMS ON 11TH AUGUST 2020. (Pages 31-34)
- 20/234. TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE STAFFING COMMITTEE MEETING HELD BY ZOOM ON 17TH AUGUST 2020 AND TO APPROVE ANY RECOMMENDATIONS CONTAINED HEREIN. (Pages 35-40)
- 20/235. TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE EVENTS COMMITTEE MEETING HELD BY ZOOM ON 17TH AUGUST 2020 AND TO APPROVE ANY RECOMMENDATIONS CONTAINED HEREIN. (Pages 41-42)
- 20/236. TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE EAST LUTTERWORTH COMMITTEE MEETING HELD BY ZOOM ON 24th AUGUST 2020 AND TO APPROVE ANY RECOMMENDATIONS CONTAINED HEREIN. (Pages 43-44)
- 20/237. TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE PLANNING & HIGHWAYS COMMITTEE MEETING HELD BY ZOOM ON 1ST SEPTEMBER 2020 AND TO APPROVE ANY RECOMMENDATIONS CONTAINED HEREIN. (Pages 45-46)

The following meetings were cancelled or rescheduled due to the ongoing Corona-virus situation. The dates of the meetings were noted for Council records.

- 20/238. THE EAST LUTTERWORTH COMMITTEE MEETING WHICH WAS TO BE HELD ON 27TH JULY 2020 WAS RE-SCHEDULED FOR THE 3rd AUGUST 2020.
- 20/239. THE EVENTS COMMITTEE MEETING DATED 20TH JULY 2020 – WAS CANCELLED.
- 20/240. THE ADMINISTRATION, FINANCE AND DEVELOPMENT COMMITTEE MEETING TO BE HELD ON 24TH AUGUST 2020 WAS CANCELLED.
- 20/241. TO RECEIVE THE TOWN MAYOR'S ANNOUNCEMENT.
- 20/242. TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS.
- 20/243. TO RECEIVE REPORTS FROM MEMBERS WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE TOWN COUNCIL.

20/244. TO RECEIVE COMMENTS FROM THE PUBLIC.

20/245. TO CONSIDER THE CLERKS REPORT:

a. **FINANCE.**

Accounts Paid and to be Paid for month 5 attached BACS totalling £21088.83 plus Month 6 (September) BACS totalling £29430.63 and cheques totally £15.50.(Pages 47-52) & (Pages 53-56)

Ratified Payments for month 5. (Pages 57-76)

b. **PLANNING APPLICATIONS.**

20/01290/FUL Mr And Mrs Barron Erection of a two storey and single storey extension | 29 Lilac Drive Lutterworth Leicestershire LE17 4FP

20/01296/FUL Mr Callum Wills Conversion of the existing rear flat roof extension into a balcony with surrounding glass balustrade | 30 Coventry Road Lutterworth Leicestershire LE17 4RB.

c. **INCREASED SUPPORT FOR THE LUTTERWORTH TOWN BOWLING CLUB.**

The Lutterworth Town Bowling Club had requested that the Town Council increase their sponsorship and the members of the Administration, Finance & Development Committee **RECOMMENDED** that to support the request for an increase Lutterworth Town Bowling Club would need to complete a Grant Application and need to furnish the Town Council with a full set of audited accounts plus additional information including members/annual membership, fees & income/ revenue from fund raising to allow the Town Council to make an informed decision.

This information requested but the Lutterworth Town Bowling Club feels that they are not applying for a grant application as the information is detailed in the Tenancy Agreement 3.4 that the trustees will each year contribute 50% percent of the cost and expense incurred in the maintenance of the Bowling Green to a maximum of £3000 and prior to this tenancy agreement the trustees contributed 50% of the expense incurred with no maximum contribution. So, the Lutterworth Town Bowling Club are not applying for a capital grant and do not feel the form is appropriate.

Lutterworth Town Bowling Club have furnished the Town Council with the audited accounts, Members information, Bank Account statements plus income/revenue information, please see attached.

Members please note that the trustee's payment for 2020 in the sum of £3000 was paid 15th July 2020 via BACS. (Pages 77-94)

d. **SECTION 106 APPLICATIONS TO BE MADE BY LUTTERWORTH TOWN COUNCIL.**

Please see the list attached of Section 106 applications which have been identified by the working party as possible targets to apply for funding. (pages 95-96)

e. **SUPPORT OF THE SECTION 106 APPLICATION FROM LUTTERWORTH TOWN ATHLETIC FOOTBALL CLUB.**

We have been advised that the Lutterworth Athletic FC have applied for a section 106 grant which the Town Council have been asked to support and we have received little information in respect of this application. Nada from HDC has confirmed that the classification of their application would come under Sports funding and Matt Bills feels that it is a very good application. Nada at HDC advises that although the application fits very well within the criteria she has pointed out that there are other applications applying for the same Section 106 grant which might receive the backing of Lutterworth Town Council rather than supporting the application from Lutterworth Athletic FC and should this be the case she would be able to table a request at the HDC Section 106 committee meeting on 16th September 2020 in support or not of the application and give our reasons for not supporting the application. (Pages 97-98)

f. **COVENTRY ROAD RECREATION GROUND.**

Please find the email below from Town Mayor, Rob Coleman regarding the Incident which happened within the Children's Play Area on 14th August 2020.

David Gair had made me aware of the severity of the incident on the park, involving a young family with a sight-impaired child.

Apparently, they were abused by several children/youths who first gave the family severe verbal abuse and then were seen going into the co-op.

After discussions with David I went to ask the co-op about this and other incidences. I spoke at length with two young gentleman the duty manager and a team leader.

Who told me that nothing to their knowledge had happen on Thursday? However, the youths were known to them and identified as coming from Mere lane travellers' site.

They went onto say abuse and theft were a daily occurrence in the shop and they had stopped reporting it, as the police seem to not take the issue seriously and just added it to the crime numbers. Incidents of both shop lifting and racial abuse to the stores doorman have been seen on a daily basis, the duty manager said he had over 20 videos of various events, I asked him to forward a few to me (not received yet) .

While I or the Council could offer no direct help, they thanked me for showing an interest and at least caring about the situation.

I would like to recommend that we write from the Town Council to the Police and Crime commissioner stating this position is not acceptable in our Town. Lutterworth needs to be a place that families feel safe to visit parks and where Police take petty crime and verbal assaults in our shops seriously.

Best regards
Rob

g. **MISTERTON & WALCOTE NEIGHBOURHOOD PLAN.**

Members are requested to note that an application of the above plan has been submitted to HDC for examination, please see attached link.

- A copy of the [Misterton with Walcote Neighbourhood Plan](#) proposal.

h. **CORONAVIRUS CRISIS ACTION GROUP.**

Please be advised as of 31st August 2020 the volunteer action group will cease and a transition team has been created to assist those who may require on-going assistance which will still be under St Mary's Church authority until another appropriate support group wishes to take on the running of the transition group.

i. **LOCAL GOVERNMENT PAY DEAL AGREED.**

LRALC understand that UNISON has voted to accept the pay offer by a two to one margin and similarly the GMB have accepted. While UNITE members voted by 70% to reject this offer, however in-line with the constitution of the National Joint Council (NJC), UNITE accepts most of the other unions and the pay award will now be implemented.

The agreement, which is backdated to 1st April 2020, is for a 2.75% increase and an additional days' leave, bringing it up to 22 days for employees with less than 5 years' service, which also applies from the above date.

The salary scales are awaited from NALC and will be circulated by LRALC as soon as they are received. (Pages 99-102)

Posted: Wed, 26 Aug 2020 11:14 by [Jake Atkinson](#).

j. **NEXT MEETING**

The date of the next meeting will be Tuesday 13th October 2020 at 7 pm.

Carol Mobbs
Acting Town Clerk:

Dated: