



Lutterworth Town Council

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Carol Mobbs

Town Clerk

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3rd November 2021.

Dear Councillors,

You are hereby **Summoned** to attend the meeting of Lutterworth Town Council on Tuesday 9th November 2021 at 7pm to be held at the Town Council Offices.

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: -

- 21/151. TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE.
- 21/152. TO RECEIVE ANY DECLARATIONS OF INTEREST AND TO CONSIDER REQUESTS FOR DISPENSATIONS FROM MEMBERS ON MATTERS IN WHICH THEY HAVE A DISCLOSABLE PECUNIARY INTEREST.
- 21/153. TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 12TH OCTOBER 2021 AT 7 PM. (Pages 3-6)
- 21/154. TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON 18TH OCTOBER 2021 AND TO APPROVE ANY RECOMMENDATIONS CONTAINED HEREIN. (Pages 7 -9)
- 21/155. TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE TOWN COUNCIL PRE-BUDGET MEETING HELD ON 19TH OCTOBER 2021. (Pages 11 -12)
- 21/156. THE EAST LUTTERWORTH COMMITTEE MEETING HELD ON 25TH OCTOBER 2021 WAS CANCELLED.
- 21/157. TO APPROVE AS A CORRECT RECORD OF THE MINUTES OF THE ADMINISTRATION, FINANCE AND DEVELOPMENT COMMITTEE MEETING HELD ON 26TH OCTOBER 2021 AND TO APPROVE ANY RECOMMENDATIONS CONTAINED HEREIN. (Pages 13 -14)
- 21/158. TO APPROVE AS A CORRECT RECORD OF THE EVENTS COMMITTEE MEETING HELD ON 1ST NOVEMBER 2021 AND TO APPROVE ANY RECOMMENDATIONS CONTAINED HEREIN. (Pages 15 – 16)
- 21/159. TO APPROVE AS A CORRECT RECORD OF THE PLANNING & HIGHWAYS COMMITTEE MEETING HELD ON 2ND NOVEMBER 2021. (Pages 17 – 18)
- 21/160. TO RECEIVE THE TOWN MAYOR'S ANNOUNCEMENT.
- 21/161. TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS.
- 21/162. TO RECEIVE REPORTS FROM MEMBERS WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE TOWN COUNCIL.

21/163. TO RECEIVE COMMENTS FROM THE PUBLIC.

21/164. TO CONSIDER THE CLERKS REPORT:

a. FINANCE.

Accounts Paid months 8 attached BACS totalling £17775.61.
Ratified Payments for month 7.

21/165. PLANNING APPLICATIONS.

None to determine.

21/166. LUTTERWORTH EVENTS COMMUNITY GROUP.

The Town Council has received an email confirming that the Lutterworth Events Community group are disbanding with immediate effect. Many of the key volunteers no longer have the time to commit to organising and attending events plus due to personal reasons the main organiser no longer lives in Lutterworth and has now got fulltime responsibilities towards the care for her sister.

The Lutterworth Events Community Group have managed to raise over £2500 for local charities and will advise how they are going to distribute the monies.

The Town Council are asked to consider taking back the responsibility of running a summer event.

21/167 ALLOTMENT FUNDING

The mayor has approached Cllr Phil King, Leader of Harborough District Council, regarding the £4.9m received by HDC for the sale of the De Verdon Road allotments. The purpose was to request that part of the proceeds from the sale was used to reimburse Lutterworth Town Council for the costs incurred in providing replacement allotments. The Section 106 agreement relating to the building proposal does not make any reference to money for the allotments despite the fact that the need for the provision of new allotments was a direct result of the change of use of the land. Cllr King has responded asking if this was an official request from Lutterworth Town Council. Members are asked to decide whether or not they want to make this request official.

21/168 MEETING WITH THE POLICE AND CRIME COMMISSIONER

A report from the mayor regarding a meeting held with Rupert Matthews the Police and Crime Commissioner.

21/169. LETTER TO RT HON SAVID JAVID.

Town Councillors are asked to consider the enclosed letter and confirm they agree for it to be sent as soon as possible.

21/170. NEXT MEETING

The date of the next meeting will be Tuesday 14th December 2021 at 7 pm.



Carol Mobbs
Town Clerk

Proposed List of Payments Entered

Linked to Cashbook 6

Entered Month 8
Pay by BACS/Online File

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
103 ASHWELL MAINTENANCE LIMITED							
BOILER - NEW TIMER & REPAIRS	06/10/2021	68756	1	833.46	0.00	833.46	0.00
4 X ANNUAL GAS MAINTENANCE	26/10/2021	68933	1	288.00	0.00	288.00	0.00
					0.00	1,121.46	
209 BRENTWOOD COMMUNICATIONS LTD							
OFCOM LICENSE RADIOS	29/10/2021	502334	1	105.00	0.00	105.00	0.00
					0.00	105.00	
302 H. W. COATES LTD							
PREMISES MUSEUM - WATER CHG	14/10/2021	33266	1	25.45	0.00	25.45	0.00
PREMISES - MUSEUM WYCLIFFE HOU	14/10/2021	33277	1	107.09	0.00	107.09	0.00
OUSTANDING DEBT SEP 21	14/10/2021	33739	1	63.04	0.00	63.04	0.00
					0.00	195.58	
322 CITY ELECTRICAL FACTORS							
REPLACE OUTDOOR LED TC	21/09/2021	LTW/190584	1	43.02	0.00	43.02	0.00
					0.00	43.02	
501 LEICESTERSHIRE C.COUNCIL (ESPO)							
CLEANING MATERIALS	05/10/2021	6231532	1	148.68	0.00	148.68	0.00
					0.00	148.68	
803 HARBOROUGH DISTRICT COUNCIL							
ROSPA INSPECTIONS X 6	18/10/2021	D0018726	1	648.00	0.00	648.00	0.00
					0.00	648.00	
814 H M REVENUE & CUSTOMERS							
SALARIES OCT 21 EE NI AB	24/10/2021	24102021	1	1,447.55	0.00	1,447.55	0.00
					0.00	1,447.55	
1103 KONICA MINOLTA BUSINESS SOLNS (UK) LTD							
PHOTOCOPIER 27.07.21-26.10.21	27/10/2021	1158046916	1	179.88	0.00	179.88	0.00
					0.00	179.88	

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1128 LEICS COUNTY COUNCIL PENSION							
<i>PENSION CONT OCT 21 EE'S AB</i>	24/10/2021	24102021	1	1,844.17	0.00	1,844.17	0.00
					0.00	1,844.17	
1201 LUTTERWORTH MOTOR COMPANY							
<i>DIESEL SEP 20</i>	08/10/2021	152	1	303.25	0.00	303.25	0.00
<i>TRANSIT VAN LIGHT REPAIRS</i>	26/10/2021	S64303	1	104.74	0.00	104.74	0.00
<i>FUEL - KT68 DLJ OCT 2021</i>	01/11/2021	231	1	157.67	0.00	157.67	0.00
					0.00	565.66	
1202 LEICS COUNTY COUNCIL GENERAL FUNDS							
<i>CENTENERY ROAD CLOSURE CANX</i>	31/08/2021	100055719	1	300.65	0.00	300.65	0.00
<i>ROAD CLOSURE CHRISTMAS</i>	18/10/2021	100067833	1	50.00	0.00	50.00	0.00
					0.00	350.65	
1215 LUTTERWORTH TOWN HALL CHARITY							
<i>ELECTRIC COST FLOODLIGHTS</i>	27/08/2021	TH012	1	260.00	0.00	260.00	0.00
<i>CREDIT OVERPAYMENT</i>	21/10/2021	2608B	1	-40.00	0.00	-40.00	0.00
					0.00	220.00	
1408 NEIL GREEN CATERING							
<i>MEMORIAL CENTENARY BUFFETT</i>	03/10/2021	LTC102	1	740.28	0.00	740.28	0.00
					0.00	740.28	
1508 OAKBERRY TREES							
<i>25FT CUT NORWAY SPRUCE TREE</i>	13/12/2020	EOT1068	1	736.40	0.00	736.40	0.00
					0.00	736.40	
1602 PAYNE and BOND LTD							
<i>MAINT MATERIALS + KEYS</i>	07/10/2021	6412	1	35.99	0.00	35.99	0.00
					0.00	35.99	
1808 RBS SOFTWARE SOLUTIONS							
<i>12 MNTHS SOFT SUPPORT & MAINT</i>	01/11/2021	SM24495	1	979.20	0.00	979.20	0.00
					0.00	979.20	

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1908 SECURI-GRILLE							
KEY/FOBS TC & PAVILION	22/09/2021	6304	1	319.68	0.00	319.68	0.00
					0.00	319.68	
1930 SHARNFORD HORTICULTURAL LTD							
PLIY VISOOR	08/09/2021	132428	1	15.95	0.00	15.95	0.00
					0.00	15.95	
2017 TUDOR ENVIRONMENTAL							
CLOVER BLENDED MANURE	26/10/2021	IN0155792	1	306.00	0.00	306.00	0.00
					0.00	306.00	
2020 TARGET BADGES							
ID CARDS x 4 plus LANGARD	18/10/2021	117436	1	32.34	0.00	32.34	0.00
					0.00	32.34	
2448 THE ROYAL BRITISH LEGION Lutterworth &							
POPPY APPEAL 2021	28/10/2021	MJL/HBC10/2021/W33	1	17.00	0.00	17.00	0.00
POPPY APPEAL 2021	02/11/2021	MJL/HBC10/2021/EP01	1	50.00	0.00	50.00	0.00
					0.00	67.00	
2466 SHED GROUNDS MAINTENANCE LTD							
GROUNDS MAINTENANCE - NOV 21	01/11/2021	21202	1	3,362.52	0.00	3,362.52	0.00
					0.00	3,362.52	
2474 AMAZON BUSINESS							
BLACKVIEW PHONE COVER	28/09/2021	IVG-PGWN-F6C6	1	19.89	0.00	19.89	0.00
SNIPPERS FOR CABLES	19/10/2021	8143785-2021	1	26.98	0.00	26.98	0.00
DRAPER SOFT CUTTERS	19/10/2021	167077601	1	27.24	0.00	27.24	0.00
WATERPROOF CLOTHING	22/10/2021	14040821-2021	1	59.96	0.00	59.96	0.00
SAFETY WELLINGTONS	22/10/2021	132213551-2021	1	16.40	0.00	16.40	0.00
SAFEETY WELLINGTONS	24/10/2021	181593751-2021	1	21.78	0.00	21.78	0.00
INDUSTRIAL HAND WIPES PACK 150	03/11/2021	INV-GB-118722161	1	25.46	0.00	25.46	0.00
HIGHLIGHTERS (STATIONARY)	03/11/2021	INV-GB-825307655	1	10.89	0.00	10.89	0.00
					0.00	208.60	

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2527 HS VIRTUAL							
<i>MENTORING SUPPORT 05.10, 26.10</i>	02/11/2021	177	1	33.75	0.00	33.75	0.00
					<u>0.00</u>	<u>33.75</u>	
2536 M E CROSSKEY							
<i>Purchase Ledger BACS Payment</i>	17/08/2021	ON ACC 3413	1	104.00	0.00	104.00	0.00
<i>REFUND ON EXTRA FLOWERS</i>	17/08/2021	REFUND	1	-104.00	0.00	-104.00	0.00
					<u>0.00</u>	<u>0.00</u>	
2537 INTERACTION RECRUITMENT PLC							
<i>TEMP MAINT COVER WE 3 OCT</i>	03/10/2021	213599	1	887.68	0.00	887.68	0.00
<i>TEMP MAINTENANCE COVER</i>	10/10/2021	INV2134047	1	626.71	0.00	626.71	0.00
<i>TEMP MAINT COVER</i>	17/10/2021	2135490	1	541.06	0.00	541.06	0.00
<i>GROUND MAINT TEMP CPOVER</i>	24/10/2021	INV2139606	1	625.60	0.00	625.60	0.00
					<u>0.00</u>	<u>2,681.05</u>	
2543 C.H. ELECTRICAL LTD							
<i>PAV ELECTRICAL INSPECTION 2021</i>	31/08/2021	7539	1	1,320.00	0.00	1,320.00	0.00
<i>PAV CALL OUT - HOT WATER</i>	30/09/2021	7551	1	67.20	0.00	67.20	0.00
					<u>0.00</u>	<u>1,387.20</u>	
Proposed Payment Total					<u>0.00</u>	<u>17,775.61</u>	