



Date: 6th March 2025

Dear Councillors,

You are hereby summoned to attend the meeting of the Town Council on Tuesday 11th March 2025 at 7:00 PM to be held at the Lutterworth Town Council office

Members are reminded that apologies for absence for all Council meetings should be sent to the Town Clerk prior to the start of the meeting. They will only be recorded as accepted by the Council if the member has sent in their apologies and by giving reason.

Members of the press and public are welcome to attend.

Councillors: R Coleman, J Ackerley, J Bennett, D Gair, N Green, T Hirons, P Hollinshead, D Jones, S Lonsdale, R Nunn, B Poulter, G Robinson, S Simms, V Cooper

Pre Town Council Meeting

There will be a confidential pre-meeting at 6:30pm at the Town Council office from Carly Parker from NS Consultancy Ltd to discuss one of the Councils amenities as shown in the information attached.

(Pages 5 - 10)

25/TC/220 Apologies

To receive and approve apologies for absence.

25/TC/221 Declarations of Interest

To receive any declarations of interest and to consider request for dispensations from members of matters in which they have a disclosable pecuniary interest.

25/TC/222 Town Council Minutes

To approve as a correct record of the minutes of the Town Council meeting which was held on Tuesday 11th February 2025 at 7pm. (Page 11 - 14)

25/TC/223 Events Committee Minutes

The meeting of the Events Committee due to be held on Monday 17th February 2025 at 7pm was cancelled.

25/TC/224 Planning & Highways Committee Minutes

To approve as a correct record the minutes of the Planning & Highways Committee Meeting which was held on the Tuesday 25th February 2025 at 6:30pm. (Pages 15 - 16)

25/TC/225 Lutterworth Facilities Committee Minutes

To approve as a correct record the minutes of the Lutterworth Facilities Committee Meeting which was held on Tuesday 25th February 2025 at 7pm and to approve the **SEVEN** recommendations contained herein. (Pages 17 - 18)

25/TC/226 Administration, Finance & Projects Committee Minutes

To approve the correct minutes of the Administration, Finance & Projects Committee Meeting which were held on Tuesday 4th March 2025 at 7pm and to approve the **THREE** recommendations contained herein. (Pages 19 - 20)

25/TC/227 Town Mayors Announcement

To receive the Town Mayors announcements.

25/TC/228 District Councillors

To receive reports from District Councillors.

Councillors are reminded on the Rules of Debate under section 10A of the Lutterworth Council Standing Orders:

No speech shall exceed two minutes, except by consent of the Council.

25/TC/229 County Councillors

To receive reports from County Councillors.

Councillors are reminded on the Rules of Debate under section 10A of the Lutterworth Council Standing Orders:

No speech shall exceed two minutes, except by consent of the Council.

25/TC/230 Members of the Public - Comments

To receive comments from members of the public.

25/TC/231 Town Council Meetings - Members attended

To receive reports from members who have attended meetings on behalf of the Town Council.

To consider the Clerk's report:

25/TC/232 Finances

Accounts to be paid for Month 12 totalling £40,179.60. (Pages 21 - 26)

Ratified payments for Month 11. (Pages 27 - 40)

25/TC/233 Planning Applications

No planning applications to consult on.

NMA, PDN & PCD are not subject to statutory consultation.

All consultations have a 21-day period for statutory consultation apart from AGR, DEM, GOV, HED & TEL which are 14 days.

25/TC/234 Road/Footpath Issues

We have received communication from Leicestershire County Council, they are responsible for over 1,915 miles of public rights of way, including paths in both the countryside and urban areas.

The Council is keen for you to provide input as part of the public engagement exercise by helping identify the priorities you feel should be included. You can do this by completing a survey and Social Pinpoint mapping exercise on Leicestershire County Council's **Have Your Say Webpage** which will be live from **12 noon Wednesday 19th February 2025**. (Pages 41 - 42)

25/TC/235 Town Council Office Refurbishment

Please find enclosed Tabled Report A in regards to the Town Council Office Refurbishment funding which will require consideration and approvals. (Pages 43 - 44)

25/TC/236 Allotments

Please find attached the tenancy agreement/rules and regulations for the allotments which require approval.

These were recently added to the Lutterworth Facilities Committee agenda for the rental renewals however since then there has been additional changes we feel are appropriate. These are for the tenancy renewals of the allotments in April 2025.

The sections highlighted in yellow have been amended. (Pages 45 - 48)

25/TC/237 Lutterworth Dynamos

Please find attached email from Lutterworth Dynamos who wish to extend their permission for use of the Coventry Road Recreation Ground as they have been asked to participate in a junior football league for 2025/26 season.

They were granted the use of the Coventry Road Recreation Ground in April 2024 for training and playing their fixtures with specific restrictions imposed which have been strictly adhered to. They came back to the Council to discuss the use of temporary marking of pitches as they were trialling a new system for the football league which was granted and they now wish to ask permission for this to continue for their fixture season for 2025/26. (Pages 49 - 50)

25/TC/238 Pavilion Refurbishment

The Town Council application for the HDC Community Grant on behalf of the Pavilion is before the Harborough District Council cabinet on Tuesday 18th March 2025.

Please find the attached Tablet Report B which will require consideration and approvals. (Pages 51 - 52)

25/TC/239 5 - 10 year Project Plan

Following an informal meeting which was held on Wednesday 5th March 2025 at the Town Council offices between Steve Taylor and Katie Fox from Harborough District Council and Councillor Rob Coleman, Councillor Richard Nunn, Town Clerk and Deputy Clerk members are asked to forward any projects small or large that they believe the Town Council may want to carry out in the next 5 to 10 years.

This will enable the Deputy Clerk to create a Project Plan which is to be shared with

Harborough District Council so that they can take into account any up and coming projects when requesting and allocating Section 106 money from developers which would be of benefit to Lutterworth.

25/TC/240 Local Plan

The Council has received information that the Draft Harborough Local Plan 2020-2041 consultation will be open from Monday 10th March until Tuesday 6th May 2025.

The Town Clerk has requested a copy of the display from Harborough District Council to allow the Council to raise awareness to local residents and surrounding villages that they can access the information on the Draft Harborough Local Plan.

Once the consultation is open the Council should receive a notification with links to any relevant web pages to enable the Town Council to make a representation.

The Council needs to approve to draw up its representation prior to the opening of the consultation. (Pages 53 - 54)

25/TC/241 Awards

Councillors were asked to consider nominations for the awards that are to be presented at the Mayor Making Ceremony on Tuesday 20th May 2025. So far we have received the following nominations:

Magna Park for their contributions to making the area presentable with the additions of Bittesby Country Park and the level of screening in place around Magna Park.

The Patient Participation Groups of the Wycliffe Medical Practice and the Masharani Medical Practice for their works in assisting the residents access suitable treatments or information in times of need.

Lutterworth Community Transport & Volunteer Drivers

Tim Pollon - Community Event Volunteer

25/TC/242 Next Meeting

The date of the next meeting will be Tuesday 8th April 2025 at 7pm and will be held at the Town Council office.



**Carol Mobbs,
Town Clerk**