



Minutes of the Town Council Meeting
Held on Tuesday 8th April 2025 at Lutterworth Town Council office at 7:00 PM

Those present :

Chairman : R Coleman

Vice-Chairman : V Cooper

Councillors : J Ackerley, J Bennett, D Gair, N Green, T Hirons, B Poulter, S Simms

Non Councillors : Mrs R Page - County Councillor

Officers : A Masters - Deputy Clerk, C Mobbs - Town Clerk

* Attended remotely

25/TC/248 Apologies

Apologies have been received from Councillors D Jones, R Nunn, S Lonsdale, G Robinson and they were accepted.

25/TC/249 Declarations of Interest

Councillor D Gair declared a non-pecuniary interest as he is a member of Harborough District Council's Planning Committee.

Councillor J Ackerley declared a non-pecuniary interest in item 25/TC/262 as application 25/00334/FUL is her neighbour.

25/TC/250 Town Council Minutes

It was **RESOLVED** that the minutes of the Town Council meeting which was held on Tuesday 11th March 2025 at 7pm are to be signed by the Town Mayor as a correct record.

25/TC/251 Events Committee Minutes

It was **RESOLVED** that the minutes of the Events Committee Meeting which was held on Monday 17th March 2025 at 7pm are to be signed by the Town Mayor as a correct record.

It was further **RESOLVED** to approve the **ONE** recommendation contained within the minutes.

25/TC/252 Planning & Highways Committee Minutes

It was **RESOLVED** that the minutes of the Planning & Highways Committee Meeting which was held on the Tuesday 25th March 2025 at 6.30pm are to be signed by the Town Mayor as a correct record.

25/TC/253 Lutterworth Facilities Committee Minutes

It was **RESOLVED** that minutes of the Lutterworth Facilities Committee Meeting which was held on Tuesday 25th March 2025 at 7pm are to be signed by the Town Mayor as a correct record.

It was further **RESOLVED** to approve the **FOUR** recommendations contained within the minutes.

25/TC/254 Extraordinary Town Council Minutes

It was **RESOLVED** that the minutes of the Extraordinary Town Council meeting which was held on Monday 31st March 2025 at 7pm are to be signed by the Town Mayor as a correct record.

25/TC/255 Town Mayors Announcement

Members noted the Town Mayor's announcement.

12th March - Attended the Twinning Association AGM with the Deputy Mayor.

25/TC/256 District Councillors

District Councillor D Gair gave members an update.

District Councillor J Knight gave members an update.

25/TC/257 County Councillors

County Councillor Rosita Page gave members an update.

25/TC/258 Members of the Public - Comments

No comments were made by the members of public.

25/TC/259 Town Council Meetings - Members attended

No members attended meetings on behalf of the Town Council.

To consider the Clerk's report:

25/TC/260 Finances

It was **RESOLVED** to pay the accounts for for Month 1 totalling £14,023.20.

It was **RESOLVED** to accept the ratified payments for Month 12.

25/TC/261 Co-option

It was **RESOLVED** to co-opt Michael Southall and James Knight to become a member of Lutterworth Town Council.

The Declaration of Acceptance was signed by all co-opted members.

25/TC/262 Planning Applications

25/00316/LBC Change of use to nail beauty salon
25 Market Street Lutterworth Leicestershire LE17 4EJ

No objections raised.

25/00342/FUL Change of use of cafe (Class E) to hot food takeaway (Sui Generis),

including the installation of high level ducting system at the rear of the commercial unit Mercury News 17 Linden Drive Lutterworth Leicestershire LE17 4SS

Lutterworth Town Council object based on the proposed opening hours, which extend late into the evening, would have a significant negative impact on the local community. The Council is concerned that these hours would cause undue noise and disruption, particularly in a residential area, affecting the quality of life for nearby residents.

Late-night noise can lead to disturbances such as traffic, people leaving the establishment, and general late-night activity, which may adversely affect the peace and quiet of the area, especially during the nighttime.

The Council respectfully request that the planning application be reconsidered, particularly the proposed late opening hours, and that alternative hours that are more in line with the other shops.

25/00334/FUL Single storey rear and side extension and new section of boundary wall
22 Macaulay Road Lutterworth Leicestershire LE17 4XB

No objection raised.

25/00317/ADV Installation of 1x internally illuminated fascia sign
25 Market Street Lutterworth Leicestershire LE17 4EJ

Lutterworth Town Council object to this application based on the below areas:

Visual Impact: The proposed signage could potentially disrupte the aesthetic character of the area. It may not blend well with the surrounding architecture or the general appearance of the locality, especially in a conservation area. This could have a detrimental effect on the visual amenity and overall look of the neighborhood.

Light Pollution: If the signage is illuminated, there is concern it could contribute to light pollution, disturbing the peace of the area during the evening and night. The intensity or design of the lighting may be intrusive to nearby residents or businesses, impacting their quality of life.

25/00270/FUL Conversion of garage to habitable accommodation to provide disabled access and wheelchair lift, internal and external alterations
13 Gale Close Lutterworth Leicestershire LE17 4LL

No objection raised.

25/00433/FUL Erection of a two storey side extension
4 New Street Lutterworth Leicestershire LE17 4PJ

No objection raised.

25/00315/FUL Change of use to nail beauty salon
25 Market Street Lutterworth Leicestershire LE17 4EJ

No objection raised.

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/263 NS Consultancy Proposal

It was **RESOLVED** to reject the proposal from NS Consultancy Ltd.

25/TC/264 Meeting Dates

Members **RESOLVED** to agree the draft meeting dates for 2025/26 which will be added to the Annual Town Council meeting for approval.

25/TC/265 Awards

It was **RESOLVED** to accept all of the nominations for awards, a total of 6 awards altogether and to invite them to the Mayor Making event on the 20th May 2025 to receive the certificates.

- The Patient Participation Ground of the Wycliffe Medial Practice and the Masharani Medical Practice. (Council Nomination)
- Lutterworth Community Transport & Volunteer Drivers (Council Nomination)
- Ann Barker (Local Resident Nomination)
- Rebekah Jeffrey Cooper (Local Resident Nomination)
- Sarah Simms (Local Resident Nomination)

25/TC/266 Nomination of Mayor & Deputy Mayor

Members noted the information and agreed that any nominations will be sent to the Town Clerk before the next Town Council dated Tuesday 13th May 2025.

25/TC/267 Committees & Working Parties

Members noted the information, all members will email the Town Clerk with the Committees they would like to be on for 2025/26. This will be added to the Annual Town Council meeting for approval.

25/TC/268 Audit

Members noted the information.

25/TC/269 Devolution

Members noted the information received from Councillor T Hiron.

25/TC/270 War Memorial

Members noted the information and await to hear from a date from Harborough District Council.

25/TC/271 Crescent Road Recreation Ground

It was **RESOLVED** to proceed with Elite Greenscape Gardens to carrying out the landscaping work in resin totalling £49,790 + VAT.

Deputy Clerk to agree colours at Lutterworth Facilities Committee.

25/TC/272 Resident Request

It was **RESOLVED** to allow the resident to carry out a search using a metal detector at the Coventry Road Recreation Ground, on the stipulation that our Maintenance Officers will be on site to assist/monitor.

25/TC/273 Vehicles

Members noted the information.

Confidential

The public and press are to be excluded from agenda items 25/TC/274 as they are confidential and exempt as defined in Schedule 12 of the Local Gov Act 1972.

25/TC/274 Staffing Committee Minutes

It was **RESOLVED** that the minutes of the Staffing Committee Meeting which was held on Tuesday 1st April 2025 at 7pm are to be signed by the Town Mayor as a correct record.

It was further **RESOLVED** to approve the recommendations contained within the tabled report from the Staffing Committee.

It was **RESOLVED** to amend the Maintenance Operatives job title to 'Maintenance Officer'.

It was REQUESTED that the Town Clerk liaise with LRALC to discuss the reduction of the job evaluation training in cost of training courses.

25/TC/275 Next Meeting

The date of the next meeting will be Tuesday 13th May 2025 at 7pm and will be held at the Town Council office.

Meeting Closed - 8.35pm

Signed:.....

Dated:.....