



**Minutes of the meeting of Utterby Parish Council held  
Wednesday 7th February at 7.00pm in the Village Hall**

	Action
<p><b>18/02-1 Public Session</b> Four members of the public were present.</p> <ul style="list-style-type: none"> <li>a) One member of the public asked why the budget for 'elections' was now £900 when that money could be used elsewhere for an election had not been held in Utterby. Cllr Brian Frobisher explained that it was to show due diligence to go half way towards the budget required if an election was <i>called</i>. If the money was needed in an emergency elsewhere then this could be transferred by the Council using a virement. The Clerk read of Financial Regulations Utterby PC 2016 4.2 in relation to a 'virement'.</li> <li>b) Another member of the public asked if the missing amount of money showing on the spread sheets at the last meeting had been found. The Clerk explained it had been an error on a small amount of the sheets printed out and was now corrected.</li> <li>c) A member of the public requested that we look into sorting out the molehills that had started to appear in abundance. See Notifications,</li> <li>d) A member of the public asked why all cheque amounts to be paid had not been listed. The Clerk explained that at the time of the agenda being written she could not confirm her hours to be paid as the payment period was not complete.</li> </ul>	Clerk
<p><b>18/02-2 Record of Members Present and Apologies</b> Members Present. Cllr Mr Brian Frobisher (Chairman), Cllr Mr Jason Garrett-Pughe (Vice-Chair), Cllr Mr Terry Buckley, Cllr Mr Graham Dalton, Cllr Mrs Glenda Thorneycroft and Clerk Maria Vincent. Outside Bodies: PC Rich Precious, Lincolnshire Police Apologies received: Cllr David Buckley ELDC, Cllr Tony Bridges LCC</p>	
<p><b>18/02-3 Declarations of Interest</b></p> <ul style="list-style-type: none"> <li>a) Cllr Mr Brian Frobisher (Chairman), Cllr Mr Jason Garrett-Pughe (Vice-Chair), Cllr Mr Graham Dalton, Cllr Mrs Glenda Thorneycroft all declared an interest in matters relating to the village hall.</li> </ul>	
<p><b>18/02-4 Minutes from 3rd January and 10th January 2018</b> <b>RESOLUTION:</b> To agree the minutes of the January 3rd and January 10th meetings as an accurate record. Proposed, seconded, all agreed. Duly signed by the Chairman. <u>Clerk to upload on Website.</u></p>	Clerk
<p><b>At this point in the meeting item 10/02-5 was moved to a later slot to allow PC Rich Precious to speak, as on attending the meeting he was called out. For the Minutes we have kept the order as per agenda.</b></p>	
<p><b>18/02-5 Report from Outside Bodies</b></p> <ul style="list-style-type: none"> <li>a) ELDC Ward Member – No report received</li> <li>b) LCC Ward Member – No report received</li> </ul>	



<p>c) Rural Policing – Verbal Report - See Appendix 2</p>	
<p><b>18/02-6 Council Matters, Actions and Communications</b></p>	<p>Chairman</p>
<p>a) Chairman's remarks – none          b) Clerk's report - See Appendix 2          c) ELDC has reported that there have been no application for the vacancy in the Office of Councillor for the Parish Council. and so the vacancy can be filled by cooption.</p>	
<p>d) Annual Review:          I. Grants Policy - The current policy has only one application round which is the October BEFORE the following financial year, which means if no-one applies then the money in that budget cannot be used. This current year we have £100 left and the next financial year's budget would also be unused. If a second round of applications was allowed then this would resolve the situation.</p>	<p>Clerk</p>
<p><b>RESOLUTION:</b> Add in a new point 9 of the Grant's Policy. Any remaining funds after the allocation of grants within the current financial year's budget can be applied for by 21st February and applications notified and paid after the March meeting.</p>	<p>Clerk</p>
<p>All further points to be renumbered. <b>Proposed, seconded and all agreed</b></p>	
<p>II. Financial Regulations - To be reviewed at the next meeting</p>	
<p>III. Standing Orders - To be reviewed at the next meeting</p>	
<p><b>Communications received</b></p>	
<p>a) Consultations</p>	
<p>I. Fair Funding for Councils - noted by Councillors</p>	
<p>b) Communications</p>	
<p>I. St Andrew's Church Yard - Clerk to write to St Andrew's DCC and explain we cannot make a donation but that the grant system had just changed therefore they could apply for a grant (budget left). The issue was raised that if there was honey fungus and trees were to be felled, what were the best trees to replace with that were resistant to the fungus or was it best to leave without replanting. Clerk to contact LCC.</p>	<p>Clerk</p>
<p>II. Change of address form HSBC - unsure if should be Clerk or Chairman statements go to. Clerk to check. Also a Cllr to phone up the bank to access internet banking if Clerk is unable to.</p>	<p>Clerk</p>
<p>III. Defibrillators and grants - Cllr Mr Jason Garrett-Pughe to look further into the equipment and grants available and whether we have to have an unlocked/uncoded system to receive funding. Costs for outside units are approx £1300. Suggestion to ask housing developers to ask for funding. It was also noted that LIVES had offered to give a talk at the PC AGM</p>	<p>Clerk</p>
<p><b>18/02-7 Finance and Budgets</b></p>	
<p>a) Payments - to receive and resolve to accept payments</p>	
<p>i. Parish Clerk salary and expenses for January 2018 £240.29</p>	
<p>Monthly Home - office expenses £18.00</p>	
<p>Stamps - 1st x 6 £3.90 +2nd x 12 £6.72 =£10.62</p>	
<p>Kaspersky Internet Security £5.00</p>	
<p>Mileage @45p per mile. 3rd, 10th, 12th January to Utterby =48 miles £21.60</p>	
<p>ii. HMRC Tax on Clerk Salary - £60</p>	



<p>iii. DW Gibbs - late payment invoice from October 17 and January - £40  <b>RESOLUTION: To agree to make all payments above, Proposed, seconded and all agreed.</b> Clerk to process</p>	Clerk
<p><b>18/02-8 Planning Matters</b></p>	
<p>a) N/192/1129/17 Land to the rear of St Helen's, Holywell Lane, Utterby - No observations to be reported - Clerk to add to Planning Portal.</p>	Clerk
<p><b>18/02-9 Parish Council Amenities (bus shelters, village green, etc)</b></p>	
<p>a) Village Green – obtain further quotes from David Buckley and Glendale - quote to be for village green and verges as a package, Also quote for hedge cutting from David Buckley and Glendale. Request price for Tudor to bring hedge down to workable height (so not having to use ladders). Letter to be sent to resident whose garden the hedge borders.</p>	Clerk
<p>b) Welcome Pack – Need new supplies</p>	
<p>c) Utterby Voice - Some work done, waiting for information to be sent from outside bodies. Chair to write a piece and submit at weekend.</p>	Chairman
<p><b>18/02-10 ELDC/LCC Services (Streetlights, Bins, Highways, Verges, Footpaths, etc)</b></p>	
<p>a) <b>LCC verge cutting Parish Agreement</b> - Parish agreement. Maps circulated marking red area (cut by LCC) and orange area (residents currently cut but LCC liable for cutting) After much discussion as to the best way to protect the Parish Council for extra unknown costs if residents were to stop cutting the public grass, it was decided to remain with LCC cutting the verges with two safety cuts (last year were June and October), but to also contract a private supplier to cut the rest of the year so that the village looked presentable and it was safe (vision) when pulling out of side roads.</p>	
<p><b>RESOLUTION:</b> To leave the agreement as status quo with LCC for a year and then to review next year. Proposed, seconded, all agreed. Clerk to notify LCC</p>	Clerk
<p>b) <b>Quotes for verge cutting</b> - more required, see item <b>18/02-9 a</b></p>	Clerk
<p>c) <b>Footpaths</b> - reply from LCC that they would still be liable for the cutting of public footpaths going across land that isn't on the public verges even if we were to have a Parish Agreement to cut the verges ourselves.</p>	
<p><b>18/02-11 Notifications</b></p>	
<p>a) Mole catcher required - Clerk to obtain prices</p>	Clerk
<p>b) Notify LCC Highways that Central Island in village has been damaged.</p>	Clerk
<p>c) Notify LCC Highways that man cover in road is lifting when driven over.</p>	Clerk
<p>d) Best Kept Village - Cllr Mr Graham Dalton is happy to lead on this should the village wish to apply for it next year.</p>	Cllr Dalton
<p><b>18/02-11 Date and time of Next Meeting</b></p>	
<p>Utterby Parish Council meeting on Wednesday, 7th March, 7pm.</p>	
<p>The meeting closed at 9:15 pm.</p>	
<p>Signed:</p>	<p>Date:</p>



## Appendix 1

### Parish Clerk's Report - February 8th 2018

Since the last meeting I have:

1. Written up the minutes and agendas
2. Sent cheques out
3. Sent in the Precept
4. Checked planning portal
5. Dealt with some general enquiries
6. Followed up the grange lane bollards
7. Done further work on the next year's budget - checking viable amounts
8. Contacted highways and private contractors ref the Parish Agreement and verge cutting
9. Booked myself and Councillors on courses
10. Followed up chasing people for the Utterby Voice
11. Started putting Utterby Voice together
12. Updated the website
13. Tried to sort out internet banking which cannot be done until the bank mandate is sent.



## Appendix 2

### Verbal Report from Community Beat Officer Rich Precious

We cover an area of 200square miles.

Although the numbers of PCOs had been dropping, we are now increasing again with Ian Porter PCSO based at Holten le Clay.

Since the beginning of the year Utterby (and a 1 mile radius) have had some youth motorcross bike issues and two traffic incidents: one a lorry with no lights and the second a Defender recovered in a field. There have been four collisions (mainly in the Ludborough area).

There has been a slight drop in the crime rate and there are no crime trends currently (as previous suspects are now in jail). There had been a break, but two of the three vehicles stolen were recovered.

As a rural community we can become complacent - criminals consider our area easy pickings with doors to houses and cars often left unlocked.

People should consider CCTV if they have the funds, Maplins have good systems for £250-£300. Try to indentify vulnerable members of the community also.

Lincs Alert is very successful and is worth signing up to.

A Cllr asked if there was restriction on wide loads and what the laws were?

PC Precious replied: There are rules and wide loads need escorts - if you suspect that this law is being broken then ring 101. We need your help to place police resources in the right place.

Contact the Louth Rural Police Team

Sergeant 66 Lee Willoughby - 07973 844767

Police Constable Richard Precious 07973 847303

PCSO Justin Mekkaoul - 07976 947918

PCSO 2337 Ian Porter - 07973 843042

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