



**Minutes of the meeting of Utterby Parish Council held
Wednesday 2nd November 2016 at 7.00pm in the Village Hall**

	Action
<p>16/11-1 Public Session There were no members of the public present.</p>	
<p>16/11-2 Record of Members Present and Apologies Present: Cllr R Must (Chairman), Cllr A Van Spall (Vice-Chairman), Cllr J Woodward, Cllr A Woodward, and Cllr B Frobisher Also in attendance: Mrs N Must (Clerk) Apologies received. Cllr N Mackin and ELDC Ward Member Cllr D Buckley</p>	
<p>16/11-3 Declarations of Interest Cllr J Woodward declared her interest in Agenda item 16/11-6e, being a DCC committee member and did not participate in the discussion. Cllr B Frobisher declared his interest in item 16/11-7a)iii)1 being a trustee of the Village Hall Committee.</p>	
<p>16/11-4 Minutes from 5th October 2016 It was proposed, seconded and resolved to agree the minutes of the last meeting as an accurate record and they were duly signed by the Chairman.</p>	
<p>16/11-5 Report from Outside Bodies</p> <p>a) ELDC Ward Member – The Chairman reported on behalf of Cllr Buckley that the Parish Council's comments on the polling review had been accepted by ELDC Full Council at its meeting today. The Local Plan as amended has also been approved and will now go back to consultation before submitting to the government for approval.</p> <p>b) LCC Ward Member – None</p> <p>c) Rural Policing – The Neighbourhood Policing Team reported there was only one incident, that is, criminal damage to a motor vehicle parked on Chapel Lane. The owners are looking at installing CCTV. The joint surgery with Benson Court had been delayed due to the Waterloo Officer being indisposed. The police will update when another event will be rearranged. The policing team are once again entering the Christmas tree festival in Utterby.</p>	
<p>16/11-6 Council Matters, Actions and Communications</p> <p>a) Chairman's Remarks – The dead tree by the Village Sign will be removed shortly. It was reported that it is the third tree planted at the location that had died. It was therefore resolved not to re-plant another tree but to use the spare tree and plant on the village green.</p>	Chairman
<p>b) Clerk's Report – noted</p> <p>c) Annual Review of Policies (Equal Opportunities Policy, Environmental Policy, Health & Safety Policy and Vulnerable Persons Policy) – Each of the four policies were reviewed and the Council unanimously agreed that the policies were still applicable and no changes were needed. The Clerk to update the review date and upload on the Council website.</p>	Clerk
<p>d) Consultations</p> <p>i. Proposal to hold referendum for parish and town councils - The Council agreed to write to the Louth and Horncastle Member of Parliament as recommended by the National Association of Local Councils. The Parish Council has adapted the template letter for its purposes.</p>	Clerk/Chairman
<p>ii. Lincolnshire NHS - Over the counter Medicines Management Public Consultation – The Council was generally in favour of the proposals. However, it was resolved that the consultation was geared to individual responses from Councillors.</p>	All Councillors
<p>e) St Andrew's Church DCC Christmas Tree Festival – The Council considered the event to be a good venue to promote the works of the Council and might attract residents into joining the parish council. Cllr A Woodward volunteered to coordinate the Council's participation and will also provide the artificial tree. There will be no financial cost to the Parish Council.</p>	Cllr A Woodward



<p>f) Communications</p> <ul style="list-style-type: none"> i. T.E.D. Times – October 2016 – noted ii. Higher Ground - the new e-bulletin from the Lincolnshire Wolds AONB – noted <p>16/11-7 Finance and Budgets</p> <p>a) Payments – It was proposed, seconded and resolved to sign payments for November 2016 as follows:</p> <ul style="list-style-type: none"> i. Parish Clerk salary and expenses for October 2016– £190.08 ii. HMRC Tax on Clerk Salary - £36.20 iii. Other urgent payments approved: <ul style="list-style-type: none"> 1. Utterby Village Hall Invoice UPC42674 - £80.00 2. DW Gibbs for bus shelters cleaning for November 2016 Invoice 4 - £20.00 <p>16/11-8 Planning Matters</p> <p>a) N/192/01652/16 Yew Tree Cottage, Ings Lane, Utterby –planning permission noted</p> <p>16/11-9 Parish Council Amenities (bus shelters, village green, etc)</p> <p>a) Village Green.</p> <ul style="list-style-type: none"> i. The Council agreed that the hedge need to be cut this year rather than waiting for the spring season. ii. One further cut on the village green will also be required. iii. However, it was agreed that the overhanging shrub and weeds along the Braemar property need to be resolved before the contractor cuts the grass. The Council to write to the landowner to ask their cooperation to prune the area as soon as possible. iv. The Council asked the Clerk to send LCC Highways a note of thanks on the latest cut on the grass verges which covered a more extensive area. However, it was also resolved to inform LCC of the further deterioration of the footpath along the northeast side of the village. <p>b) Welcome Pack – Cllr A Woodward provided a welcome pack to the new residents at Bridge House in Fotherby. It was also resolved to add them to the distribution list for the Utterby Voice.</p> <p>16/11-10ELDC/LCC Services (Streetlights, Bins, Highways, Verges, Footpaths, etc)</p> <ul style="list-style-type: none"> a) ELDC - Potential Town and Parish Council Planning Enforcement Training – The Council will be interested in attending a workshop as and when it is arranged. b) LCC - Sharing Parish Council Communications with Councillors – noted c) LCC - Utterby: Definitive Map Modification Order - Addition of Public Footpaths 1105 and 1106 and Public Local Inquiry noted. Cllr B Frobisher will attend and will report at the next meeting. <p>16/11-11 Date and time of Next Meeting</p> <p>Utterby Parish Council Ordinary Meeting on Wednesday, 7th December 2016, 7 pm</p> <p>The meeting closed at 8:00 pm.</p> <p>Signed: _____ Date: _____</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr B Frobisher</p>
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