



**Minutes of the meeting of Utterby Parish Council held
Wednesday 7th December 2016 at 7.00pm in the Village Hall**

	Action
<p>16/12-1 Public Session Three members of the public were present. There was only one issue raised which was the heap of soil that encroaches on the footpath outside a property on the Main Road. The recent wet weather made it a hazard to walk on the footpath. The Council has asked to Clerk to report the matter to LCC Highways for action.</p>	Clerk
<p>16/12-2 Record of Members Present and Apologies All Members Present. Cllr R Must (Chairman), Cllr A Van Spall (Vice-Chairman), Cllr J Woodward, Cllr A Woodward, Cllr N Mackin and Cllr B Frobisher Also in attendance: Mrs N Must (Clerk) Apologies received. ELDC Ward Member Cllr D Buckley</p>	
<p>16/12-3 Declarations of Interest None declared.</p>	
<p>16/12-4 Minutes from 2nd November 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>16/12-5 Report from Outside Bodies a) ELDC Ward Member – None b) LCC Ward Member – None c) Rural Policing – The Neighbourhood Policing Team reported three incidents since last meeting: 1 Road Traffic Collision involving two vehicles, no injury to any party involved; 2 concerns for safety – both safe and well; and 1 Transport Hazard involving cows in the road, local farmer attended to move them. The Council asked the Clerk to report parking issues on Chapel Lane which is causing traffic obstruction.</p>	Clerk
<p>16/12-6 Council Matters, Actions and Communications a) Chairman's Remarks – The Chairman and the Clerk have planted the spare Sweet Chestnut tree on the village green. b) Clerk's Report – noted c) Parish Councillor Vacancy – The Council was not able to resolve the vacancy. The Chairman will request further details from the second applicant to ensure that the Council Members have comparative details to make an informed decision. Cllr Frobisher to provide email address of applicant d) Christmas Tree Festival update – Cllr A Woodward reported that the tree has been decorated and is now in the Church. The Clerk was requested to print more logo cards to further adorn the tree. e) Personnel Panel – The Council resolved to approve the establishment of a Personnel Panel consisting of the Chairman, the Vice-Chairman and Cllr J Woodward. The Clerk will send all relevant materials to the Panel for discussion. f) Transparency Fund for Smaller Authorities – The Council resolved to approve the funding application for an all-in-one printer/copier/scanner for use by parish clerk. The Clerk to submit to LALC to facilitate. g) Consultations i. Proposal to remove the BT payphone located at Grange Lane – The Council resolved to strongly object to the proposal. The Clerk to submit the reasons as discussed. ii. ELDC Local Plan – second and final consultation before Government submission – noted. The Council resolved not to respond. iii. Lincolnshire Minerals and Waste Local Plan: Site Locations – Consultation – noted. The Council resolved not to respond.</p>	Chairman Cllr B Frobisher Clerk Clerk Clerk



<p>iv. Lincolnshire Police Crime Commissioner – Budget Consultation – The Clerk was tasked to respond to the consultation as best fitting for the community.</p>	Clerk
<p>h) Communications</p> <ul style="list-style-type: none"> i. T.E.D. Times November 2016 newsletter – previously circulated by email ii. Letter from Victoria Atkins MP regarding Referendum proposals – noted iii. St Andrew’s Church DCC completed grant application – noted and for discussion at next meeting. iv. East Lindsey Citizens Advice – 16 November 2016 letter asking for donation. No grant application form submitted – noted. Clerk to reply. v. ELDC letter confirming agreement of Parish Council recommendation on polling district and polling places - noted 	Clerk
<p>16/12-7 Finance and Budgets</p>	
<p>a) Payments – It was proposed, seconded and resolved to sign payments for December 2016 as follows:</p> <ul style="list-style-type: none"> i. Parish Clerk salary and expenses for November 2016– £218.62 ii. HMRC Tax on Clerk Salary - £36.20 iii. Utterby Voice December 2016 printing – reimbursement to N Must - £25.00 iv. D Buckley – village green hedge cutting - £80.00 v. Tudor Grounds Maintenance – village green cut - £36.00 vi. DW Gibbs for bus shelters cleaning - £20.00 vii. Information Commissioners Office – Data Protection renewal fee - £35.00 viii. There were no urgent payments 	
<p>b) Budget for 2017/18 – After much discussion, the Council resolved a precept requirement of £6,221 for 2017/18 financial year, a 4% increase of this year’s requirement. The Clerk to submit to ELDC</p>	Clerk
<p>16/12-8 Planning Matters</p>	
<p>a) N/192/01824/16 Land Off Church Lane, Utterby –withdrawal of planning application noted. The Council also noted the response from ELDC suggesting that the application would have been recommended for rejection as submitted.</p>	
<p>b) N/192/02325/16 North Grange, Chapel Lane, Utterby – The Council resolved to support the application.</p>	Clerk
<p>16/12-9 Parish Council Amenities (bus shelters, village green, etc)</p>	
<p>a) Village Green – There had been no action from Braemar regarding overhanging shrub. The Council resolved to write to the property owner to request action.</p>	Clerk
<p>b) Utterby Voice – All distribution completed. The Clerk apologised for the front picture layout. A print preview was not available to spot the problem.</p>	
<p>c) Welcome Pack – Cllr A Woodward would provide packs to the new residents at Estevan, Field House and Viola Cottage. The Clerk was also requested to provide pack envelopes and other relevant materials to include in each pack.</p>	Cllr A Woodward
<p>16/12-10 ELDC/LCC Services (Streetlights, Bins, Highways, Verges, Footpaths, etc)</p>	
<p>a) East Lindsey District Council –cessation of Print and Design Services for outside organisations noted. The Parish Clerk to get printing quotes for the next issue.</p>	Clerk
<p>b) ELDC Investment in Footway Lighting Survey – The Council resolved to retain all existing footway lighting within the Parish. The Clerk to submit to ELDC.</p>	Clerk
<p>16/12-11 Date and time of Next Meeting Utterby Parish Council on Wednesday, 1st February 2017, 7pm</p>	
<p>The meeting closed at 9:20 pm.</p>	
<p>Signed: Rod Must</p>	<p>Date: 1st February 2017</p>