Utterby Parish Council



Minutes of the meeting of Utterby Parish Council held Wednesday 1st February 2017 at 7.00pm in the Village Hall

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47/00 4 B LU 0 :	Action
17/02-1 Public Session Two members of the public were present. No issues raised.	
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17/02-2 Record of Members Present and Apologies	
Members Present. Cllr R Must (Chairman), Cllr A Van Spall (Vice-Chairman), Cllr J	
Woodward, Cllr A Woodward and Cllr B Frobisher Also in attendance: ELDC Ward Member Cllr D Buckley and Mrs N Must (Clerk)	
Apologies received. Cllr N Mackin	
17/02-3 Declarations of Interest	
The Chairman, Vice-Chairman, Cllr J and A Woodward declared their interest in Agenda	
item 17/02-8a. Their properties are adjacent to the site of the planning application to be discussed. All four Councillors were given dispensations in order for the agenda item to be	
discussed. The period of dispensation was restricted to this meeting only. The Clerk	
completed the dispensation forms.	
47/02 A Minutes from 7th December 2046	
17/02-4 Minutes from 7 th December 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.	
17/02-5 Report from Outside Bodies	
a) ELDC Ward Member – Clir D Buckley did not have any update	
 b) LCC Ward Member – Cllr Marfleet did not attend the meeting. c) Rural Policing – The Neighbourhood Policing Team reported (i) The joint surgery with 	
Benson Court has been postponed until the Ward Manager returns from sick leave; (ii)	
There was criminal damage to a parked car on Chapel Lane. This was the third	
occasion that the same car had been damaged. It is not known if CCTV had been put	
up; (iii) There was one traffic incident whereby an elderly male driver became confused	
and required assistance. (iv) One road traffic incident at the A16/Pear Tree Lane when a car missed the junction and overturned.	
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17/02-6 Council Matters, Actions and Communications	
a) Chairman's Remarks – (i) The Clerk's resignation after a three month period of notice	
becomes effective on 28th February. The Chairman expressed his thanks on behalf of	
the Council to the Clerk for her work and dedication to the job. (ii) The Chairman also informed the Council that he is retiring after the April meeting but will attend the May	
Annual Meeting to preside over the election of the next Chairman and Vice-Chairman.	
(iii) The Chairman sent his apologies for the March meeting as he will be away.	
b) Clerk's Report – All actions completed and noted.	
c) Christmas Tree Festival – Cllr A Woodward reported that the Festival was a financial	
success. The DCC is intending to extend next year's Christmas Tree Festival to two weekends to enable more visitors to attend.	
d) Parish Councillor Vacancy – There was a unanimous agreement to accept the	
application of Mr G Dalton to become a member of the parish council. The Clerk will	Clerk

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provide Mr Dalton the necessary paperwork to begin his duties.

e) **Parish Clerk and RFO Vacancy** –The Chairman referred members to the notes of the meeting of the Personnel Panel which took place on 10th January to consider the recruitment of a new Clerk. Subject to a few minor modifications, the Panel agreed to retain the terms and conditions of the present Clerk with the salary set according to the qualifications and experience of the successful candidate but still using national pay scales.

A member of the Panel later changed their mind and wished to see changes in the terms and conditions to reduce costs. The Chairman in consultation with the Vice-Chairman decided that the matter would need to be resolved by the full Council and he referred to a paper he had produced, sent out with the agenda, outlining the options available. His overall conclusion was that if the Clerk's hours were to be reduced but Council performance was to be maintained, members would need to agree what aspects of the work they would be prepared to take on themselves.

A full and frank discussion followed. A number of Councillors wanted to lessen the contracted hours, downgrade the recommended salary scale, withhold annual leave and sick leave entitlement, withhold or cap the mileage allowance and home working allowance and generally do the work to a lower standard to save hours. There were no suggestions on which parts of the work members would be prepared to do themselves. The Clerk advised that all employed staff have statutory entitlements and it would be unlawful to act on some of the suggestions made. Moreover, much of the work was financial which could not be done to a lower standard. She also reminded members of the difficulty the Council had in the past in recruiting and retaining a Clerk.

As no agreement was reached, the Chairman asked the dissenting Councillors to put forward definitive proposals which could be discussed at the next meeting, which they agreed to do.

- f) Village Hall Mr J Anderson reported that he has resumed the Treasurer role and that there are currently five people on the Committee. Issues with the room bookings are now resolved and Mrs Scott has the laptop to ensure smooth running of room booking requests. Letters to current Trustees have been sent asking them to confirm their eligibility and continued patronage as Trustees.
- g) Consultations
 - i. **ELDC 2017/18 Budget** A number of Councillors had not read the consultation documents meaning that the Council was not able to respond.
- h) Communications
 - i. BT Phone boxes Request from BBC to interview the Council on its objection to the decommissioning of the phone box was noted. Both the Chairman and Clerk were on holiday at that time and no other Councillors were contacted.
 - ii. **LALC Magazine** circulated and noted.
 - iii. Modification to definitive map North Ormsby Addition of public footpath adjacent to footpath no 357 The Council resolved to support the addition of the public footpath.

17/02-7 Finance and Budgets

a) Payments – It was proposed, seconded and resolved to sign payments for February

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2017 as follows:

- i. Parish Clerk salary and expenses for December 2016 and January 2017 £325.26
- ii. HMRC Tax on Clerk Salary £72.40
- iii. DW Gibbs for bus shelters cleaning (January and February) £40.00
- iv. There were no urgent payments
- b) Income and Expenditure Quarter 3 Monitoring noted.
- c) Budget for 2017/18 -budget and precept requirement noted

17/02-8 Planning Matters

- a) N/192/02428/16 Land at the Old Crew Yard, Church Lane, Utterby— The Council resolved not to object to this application. The Clerk to submit to ELDC.
- b) N/192/02325/16 North Grange, Chapel Lane, Utterby approved planning application noted.

17/02-9 Parish Council Amenities (bus shelters, village green, etc)

- a) Village Green The overhanging shrub had been cut down by the property owner. The property owner enquired as to who demolished the property fence adjacent to the Village Hall. The Village Hall Committee reported that it was the previous tenant who did so in order to gain access to the property via the Village Hall driveway which was not permitted. The Clerk to respond to property owner. The mole problems along Church Lane splays and the Village Green need attention. The Council asked the Clerk to get Mr Palmer to deal with the problem.
- b) **Utterby Voice** Following the decision by ELDC not to accept outside print orders, the Clerk reported three quotes to print the next newsletter. Stone Printers in Skegness quoted £188 although this included delivery to the Clerk's address; Warple Press in Louth quoted £80 and Grimsby Copy Centre quoted £63. It was resolved to accept the quote from Grimsby Copy Centre.
- c) **Welcome Pack** Cllr A Woodward provided packs to the new residents at Field House and Viola Cottage. There were no new residents reported.

17/02-10ELDC/LCC Services (Streetlights, Bins, Highways, Verges, Footpaths, etc)

- a) Definitive Map Modification Order Addition of Public Footpaths 1105 and 1106 and Public Local Inquiry – The Council noted the decision of the Inspector not to confirm the order.
- b) LCC Highways Grass Cutting Operations The Council noted the proposal to reduce grass cuttings on the Main Road from 7 cuts to 2 cuts a year starting April 2017. The current contractors had quoted £78 + VAT per cut if the Parish Council was minded to pay for any additional cuts. The Council resolved to wait until the County Council has made a final decision.

17/02-11 Date and time of Next Meeting

Utterby Parish Council meeting on Wednesday, 1st March 2017, 7pm. The Chairman has sent his apologies.

The meeting closed at 9:10 pm.

Signed: RW Must (Chairman) Date: 15 Feb 2017

Clerk

Clerk