



**Minutes of the meeting of Utterby Parish Council held  
Wednesday 22<sup>nd</sup> March 2017 at 7.00pm in the Village Hall**

|   | <b>Action</b> |
|---|---------------|
| <p><b>17/03-1 Public Session</b><br/>Three members of the public were present. The only issue raised was to get an update on the silt and other materials blocking the flow of water at the Packhorse Bridge. The ELDC Environmental Protection Officer had attended the site and had informed residents that the responsibility lies with adjoining property owners. ELDC and LCC Highways will only be responsible for blockage when the accumulation is on the highways verge.</p> <p><b>17/03-2 Record of Members Present and Apologies</b><br/>All Members Present. Cllr R Must (Chairman), Cllr B Frobisher and Cllr G Dalton<br/>Also in attendance: Mrs N Must (minute taker)<br/>Apologies received. ELDC Ward Member Cllr D Buckley</p> <p><b>17/03-3 Declarations of Interest</b><br/>Cllrs B Frobisher and G Dalton declared their interest in Agenda item 17/03-7. Two of the co-option candidates are involved with Utterby Village Hall which they are both committee members of. They also declared their interest in Agenda item 17/03-10a which will discuss Utterby Village Hall assets. The Chairman declared his interest in Agenda item 17/03-9a)i. All Councillors were given dispensation.</p> <p><b>17/03-4 Minutes from 15<sup>th</sup> February 2017</b><br/>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><b>17/03-5 Report from Outside Bodies</b><br/>a) <b>ELDC Ward Member</b> – None received.<br/>b) <b>LCC Ward Member</b> – None.<br/>c) <b>Rural Policing</b> – The Neighbourhood Policing Team reported (i) one domestic related incident; (ii) one violence incident but no offences revealed on police attendance; (iii) three transport hazards but nothing of note; and (iv) one transport/traffic offence regarding a vehicle towing a trailer with no lights. However, the police did not locate the vehicle.</p> <p><b>17/03-6 Council Matters, Actions and Communications</b><br/>a) <b>Chairman's Remarks</b> – No update from the Chairman.<br/>b) <b>Communications</b><br/>i. <b>LALC Spring 17 Newsletter</b> – received and noted<br/>ii. <b>Section 137 Allowance for 2017/18</b> – increase to £7.57 from £7.42 – noted<br/>iii. <b>Cllr Hugo Marfleet's March e-brief</b> – noted</p> <p><b>17/03-7 Co-option Vacancy in Office of Councillor</b><br/>The Council received confirmation from ELDC that there was no request for an election following the resignation of three councillors in February. Vacancy for co-options was advertised on the March issue of Utterby Voice. Three applications were received and Councillors considered each of the nominations and voted unanimously to co-opt the following: Mr Jason Garrett-Pughe, Mr John Anderson and Mr Terry Buckley. The Acceptance of Office and Declaration of Pecuniary Interest forms will be sent to them to complete and return. It was agreed to sign up the new councillors to the Councillors Training event on Wednesday, 24<sup>th</sup> May 2017 at the LALC Office in Dunholme.</p> |               |



## 17/03-8 Parish Clerk Recruitment

Cllr Frobisher reported that he had not received any applications. It was therefore resolved to re-advertise with Jobcentre Plus and LALC and extend the deadline to 30<sup>th</sup> April 2017.

## 17/03-9 Finance and Budgets

a) **Payments** – It was proposed, seconded and resolved to sign payments for March 2017 as follows:

- i. Parish Clerk salary and expenses for February 2017– £162.63
- ii. HMRC Tax on Clerk Salary - £36.20 – reimbursement to Mrs N Must
- iii. Utterby Voice March 2017 issue printing cost - £63.00 – reimbursement to Mrs N Must
- iv. DW Gibbs for bus shelters cleaning for March - £20.00
- v. CP Pest Control – mole treatment - £40.00
- vi. There were no urgent payments

b) **St Andrew's District Church Council Grant Application** – This has been deferred to the April meeting when the Council receives the precept from ELDC.

## 17/03-10 Parish Council Amenities (bus shelters, village green, etc)

- a) **Council owned or land controlled by council** – The Village Hall Committee has commenced plans to register their assets with the Land Registry and wanted it noted by the Parish Council. Once the assets have been registered, there may be a need for boundary exchanges between the Parish Council and the Village Hall to make a clear demarcation of boundaries.
- b) **Utterby Voice** – The Council will discuss new arrangements at the April 2017 meeting.
- c) **Welcome Pack** – no new residents reported

## 17/03-11 Public right of ways / walks used by parishioners within the parish

There was a request that the Council have a full list of public rights of way to determine which areas the residents are able to use. Mrs Must has agreed to request ELDC to provide the maps.

## 17/03-12 Date and time of Next Meeting

Utterby Parish Council on Wednesday, 5th April 2017, 7pm

The Chairman has sent his apologies as he has a prior engagement.

The meeting closed at 8:00 pm.

Signed: B Frobisher (Acting Chairman)

Date: 5<sup>th</sup> April 2017