



PUBLIC FORUM

- Two members of the public reported issues that they had concerning the constant re-surfacing of the main A16 which was increasing the height of the road. Rain water was now coming off the road with increased force with nowhere else to go (as no near storm drains), but into the frontage of their, and neighbouring bungalows, causing erosion to their front gardens. Often, they commented, the water was ankle deep. Cllr AW noted that he had seen following the last storm, that the road surface water had stayed in the area for a week and that LCC needed to put in either raised kerbs or to put new drainage in. Cllr Edward Mossop suggesting contacting the East Division at Lincolnshire County Council and also Cllr. Tony Bridges. Members of the public will send photos to the Parish Clerk.
- The member of the public also noted that the red rumble strip across the road was under the tarmac and when heavy traffic passes over it caused significant vibrations through their house.
- Cllr Edward Mossop reported that there were two items of interest - that ELDC were setting up an Economic Development company to bring in revenue for the District Council and also that ELDC are looking to re-locate to Horncastle to a Hub which would also include a skills hub connected to Boston College. It was questioned why other colleges such as Grimbsy and Lincoln were not being considered as partners.

67 Record of Members Present and Apologies:

Present - Cllr Alan Woodward (AW) (Chair), Cllr John Mackin (JM), Cllr Nicola Mackin (NM), Cllr Ann Van Spall (AVS), Cllr Terry Buckley (TB) and Cllr Jackie Woodward (JW).

Not Present - Cllr Glenda Thorndycroft (GT).

In Attendance - Cllr Edward Mossop (ELDC), Clerk Maria Vincent and 2 members of the public.

Apologies Received - Councillor Tony Bridges (LCC), Cllr Glenda Thorndycroft.

68 To receive any Declarations of Interest under the Localism Act 2011

None.

69 Minutes of Meeting

It was **RESOLVED** to approve as correct the minutes of the meeting 4th September 2019.

70 Council Matters, Actions and Communications

a) The Chairman reported that LCC had replaced all the signage etc in the bus shelter which had been vandalised (set alight) and that Mr Fitch had thought the cost of repairs would be in the region of £250. He reported that there had been cutting back of some trees and hedges which had been causing an obstruction to the speed signs etc. The house next to the village hall had now begun building on the back of the property. A lorry delivering concrete to the property had left excess concrete on the road mainly in the bus lay-by. It was commented that we could find out the name of the company responsible we could complain. Following the Equinox festival he had received no complaints of loud music. Cllr Mossop noted that the ELDC sound officer had checked sound levels during weekend. Finally the Chairman reported the traffic refuge had been repaired.

b) **Clerk's Report** - The Clerk went through the updates of actions taken from the previous meeting. Nothing further to report.



- c) **Update of Councillor Emails** - The Clerk noted that she was still waiting for the DOB of two councillors and that Cllrs AW and JW were struggling with the gmail on their Apple Mac but would persevere. If still no progress made the Clerk would see if she could help with the set up on their system.
- d) **Equinox Festival** - No complaints received
- e) **Communications received** - The Clerk read out an email from ELDC regarding the Corporated Strategy Workshops and reported she would be attending one the following week (for Louth Town Council).

71 Finance and Budgets

- a. It was **RESOLVED** to accept the following payments:
DW Gibbs 100367 £20.00, Staff 100368 £208.08, Tudor Grounds Maintenance 100369 £81.60, Glendale Countryside Ltd 100370 £70.80, Glendale Countryside Ltd 100371 £70.80 TOTAL=£451.28
- b. Cllr NM reported that she had checked the Quarterly Monitoring documents and that these were all fine.
- c. Following discussion regarding setting the precept and any new projects the Council wished to consider for 2020/21 it was **RESOLVED** to increase the precept for 2020/21 by 5% on the 2019/20 precept to £8,843.84.
- d. Following a verbal report on the safeguarding interview by HSBC it was **RESOLVED** to remove as signatories those persons now not Parish Councillors and then look at moving the bank account to another bank in April 2020.

72 Planning Matters

- a) None to report.

73 Parish Council Amenities (bus shelters, village green, etc)

- a) **Welcome Pack** – it was noted there were two new residents.
- b) **Bus shelter damage** - Following the Chairman's report updating the Council, it was **RESOLVED** that quotations would be sought once all avenues of voluntary repair had been checked.
- c) **Village Green** - It was noted that the quotations sought for the Village Green cutting would include more 'collects' and also to include an option of the Village Green and verge cutting combined as one package.
- d) **Utterby Voice** - It was noted this would include a call out to see if there are any volunteers for a Speedwatch campaign, an may be an article from MW regarding a speed reduction campaign (if he would like it included) and an article from Cllr TB ref farming in the village.
- e) **Verges**- It was noted the cutting was very good. As above, quotations for next year would include a combined option with the Village Green.

74 ELDC/LCC Services (Streetlights, Bins, Highways, Verges, Footpaths, etc

- a) The Council noted the report from the Footpaths Access Volunteer (FAV).
 - All RoWs in the Fotherby & Utterby area are currently in good condition, thanks in part to latest mowings and harvesting, but soft going in places due to heavy rain. • “1st pass” field reinstatements still awaited for BW and FP from Grove Farm Utterby toward Covenhams. LCC made ware. • Be aware of bull (Belgian Blue beef?) with cows & calves, in field adjacent to Covenham St Mary. It is permitted, but no warning signs on stiles at either end. • Tree now fully removed on footpath from Ackthorpe Lane to Fanthorpe Lane
 - It would appear landowner accepts state of stile on Fotherby Common to North Elkington footpath. So care when negotiating and feedback welcome. • Further promoted or suggested local walking/riding routes

Minutes of the meeting of Utterby Parish Council held Wednesday 2nd October 2019 at 7.00pm



can be provided upon request.

It was noted that the Kissing Gates section (and Village Green hedge) was due to be cut the following week.

- b) It was **RESOLVED** to reply to MW regarding his email (petition to reduce speed limit) and agree to include an article in Utterby Voice asking for anyone interested in helping MW with the petition to contact him direct, but that it would not be an Utterby Parish Council led petition.
- c) A letter from LCC regarding their contract with Balfour Beatty Group Ltd was noted. A letter regarding the adoption of the LCC Statement of Community Involvement was noted.
- d) It was noted that some of the offending trees/bushes had been cut back but that the Parish Clerk should write to particular residents in March /April requesting that these are kept cut back from the spring time onwards. It was also noted that the BT Box was not considered an obstruction.
- e) Following the village Tidy Up, Cllr JW to bring a list of street signs to the next meeting that the Council might request that ELDC renew.

75 Notifications

LALC Local Council Clustering conclusion was noted. The Clerk's Magazine and Clerks and Councils Direct magazines were also available to Councillors.

76 Date and time of Next Meeting

The next Parish Council Meeting was on Wednesday November 6th 2019.

The meeting finished at 8:45pm.

Signed _____

Date _____

Financial Year 2019/20 - UTTERBY PARISH COUNCIL - as of 18th September 2019

Item	Budget for 2019/20	Reserves in bank as of 1st April 2019
SPECIFIC RESERVES HELD IN BANK		
TPOs and Green Structures	0.00	900.00
Reserve for Asset Replacement	0.00	1,000.00
Reserve for Elections	0.00	900.00
Contingency reserves in bank as of 1st April 2019		4421.66
Total Reserves in Bank	0.00	7221.66

Item	Budget for 2019/20	Total Year End forecast
INCOME		
Precept 16th April 2019	8422.70	8422.70
ELDC verge cutting payment (due March 2020)		760.57
VAT refund expected	288.01	
TOTAL INCOME	8710.71	9183.27

Item	Budget for 2019/20	Total Spent to date	Balance
MEMBERSHIP & INSURANCE EXPENDITURE			
Insurance	260.00	258.52	1.48
Audit Fees	40.00	0.00	40.00
LALC Membership -261 parishioners	164.12	83.73	80.39
LALC Training scheme	71.68	78.00	-6.32
Data Controller Reg / DPO	0.00	0.00	0.00
Election costs (new for 19/20) from remaining budget balance 18/19	600.00	0.00	600.00
Room Rental	360.00	80.00	280.00
Membership /Insurance TOTAL	1,495.80	500.25	995.55

RUNNING COSTS & EXPENDITURE			
Salary Clerk	2,334.72	894.47	1,440.25
Other expenses including home/office use /course refreshments	460.80	90.00	370.80
Mileage	307.20	47.70	259.50
Stationery & postage	256.00	14.14	241.86
Office Equipment	200.00	0.00	200.00
Admin Expenses TOTAL	3,558.72	1,046.31	2,512.41

New Signs Project	500.00	0.00	500.00
Utterby Voice	307.20	126.84	180.36
Grants including S137	300.00	0.00	300.00
Grass Cutting - Village Green	614.40	408.00	206.40
Verge Cutting	1,000.00	354.00	646.00
Bus Shelter Cleaning	245.76	120.00	125.76
Asset Repair & Maintenance (wooden structures)	204.80	0.00	204.80
Other Green Structures Maintenance	600.00	415.21	184.79
General Contingency	500.00	76.00	424.00
Specific Reserve Additions	0.00	0.00	0.00
General Expenses TOTAL	4,272.16	1,500.05	2,772.11

Total Budget allocation for 2018/19

9,326.68

Spend to date

3,046.61

Balance of Budget 18th September 2019

6,280.07

Reserves from above

7221.66

TOTAL Balance of account

13501.73

Quarterly Monitoring October 2019 meeting - payments and receipts

Date issued	To/From	Ref	Item description	Cheque no	Receipts £	Payments inc vat	Section 137 expenditure	VAT £	Balance	S'ment
01/04/2018	Bank c/f after payments for 18/19 - April 18								£ 7,837.63	
03/04/2019	LALC	409&410	Subs and Training Subs	100343		£ 161.73		£ 13.00	£ 7,675.90	58
03/04/2019	Gibbs	411	Shelter Cleaning- april	100344		£ 20.00			£ 7,655.90	58
15/04/2019	ELDC		Precept 19/20		8422.70				£ 16,078.60	58
17/04/2019	HMRC		vat return		288.01				£ 16,366.61	58
13/05/2019	Gibbs	412	Shelter Cleaning-may	100345		£ 20.00			£ 16,346.61	60
13/05/2019	staff	413	salary and expenses April	100346		£ 223.54			£ 16,123.07	60
13/05/2019	Tudor Grounds Maintenance	414	cutting 8/4 and 22/4	100347		£ 81.60		£ 13.60	£ 16,041.47	59
13/5/19	Norris and Fisher	415	Insurance	100348		£ 258.52			£ 15,782.95	60
05/06/2019	David Gibbs	416	Bus shelter cleaning june	100349		£ 20.00			£ 15,762.95	61
05/06/2019	staff	417	salary and expenses May	100350		£ 283.94			£ 15,479.01	60
05/06/2019	tudor Grounds Maintenance	418	Village Green cuts in May	100351		£ 81.60		£ 13.60	£ 15,397.41	60
05/06/2019	David Buckley	419	Village Green Hedges cut 1	100352		£ 80.00			£ 15,317.41	61
05/06/2019	Glendale Countryside Ltd	420 +421	Verge cutting april and may	100353		£ 141.60		£ 23.60	£ 15,175.81	60
03/07/2019	DW Gibbs	422	July bus shelter cleaning	100354		£ 20.00			£ 15,155.81	61
03/07/2019	staff	423	Salary + expenses June	100355		£ 188.71			£ 14,967.10	61
03/07/2019	Tudor Grounds Maintenance	424	June 10/24 june village green cutting	100356		£ 81.60		£ 13.60	£ 14,885.50	61
03/07/2019	Glendale Countryside Ltd	425	June 14th verges cut	100357		£ 70.80		£ 11.80	£ 14,814.70	61
03/07/2019	Village Hall	426	April May and June	100358		£ 60.00			£ 14,754.70	61
04/09/2019	DW Gibbs	427	Bus shelter cleaning Aug and Sept	100359		£ 40.00			£ 14,714.70	
04/09/2019	staff	428	staff salary and expenses July 19	100360		£ 284.08			£ 14,430.62	63
04/09/2019	staff	429	staff salary and expenses Aug 19	100361		£ 268.88			£ 14,161.74	63
04/09/2019	Glendale Countryside Ltd	430	Verge cutting July x 2	100362		£ 141.60		£ 23.60	£ 14,020.14	63
04/09/2019	David Buckley	431	hedge July	100363		£ 130.00			£ 13,890.14	63
04/09/2019	J Woodward	432	Expenses -Planters compost flowers expenses	100364		£ 205.21			£ 13,684.93	63
04/09/2019	Utterby Village Hall	433	rent for July	100365		£ 20.00			£ 13,664.93	63
04/09/2019	Tudor Grounds Maintenance	434 + 435	July and August village hall grass cutting	100366		£ 163.20		£ 27.20	£ 13,501.73	63
					8710.71	£ 3,046.61		£ 140.00		

in bank carried April 1st 2019	7837.63
Equals credit in bank	16548.34
less payments	3046.61
Balance	13501.73

Quarterly Monitoring October 2019 meeting - Payments budget headings

Date issued	To/From	Insurance	Audit Fees	LALC Membership	LALC Training	DATA Protection Officer	Room Rental	Clerk salary	Office Home Use	Mileage	Stationery/postage	Office Equipment	Utterby Voice	Grants and S.137	Grass cutting	Verge Cutting	Bus Shelter Cleaning	Asset repair/maintenance wooden structures	Other Green Structures Maintenance	Elections	General Contingency	Special Reserves
01/04/2018	Bank c/f after payments for 18/19 - April 18																					
03/04/2019	LALC			£ 83.73	£ 78.00																	
03/04/2019	Gibbs																£ 20.00					
15/04/2019	ELDC																					
17/04/2019	HMRC																					
13/05/2019	Gibbs																£ 20.00					
13/05/2019	staff							£ 189.24	£ 18.00	£ 14.40	£ 1.90											
13/05/2019	Tudor Grounds Maintenance														£ 81.60							
13/5/19	Norris and Fisher	£ 258.52																				
05/06/2019	David Gibbs																£ 20.00					
05/06/2019	staff							£ 175.96	£ 18.00	£ 18.90	£ 12.24		£ 58.84									
05/06/2019	tudor Grounds Maintenance														£ 81.60							
05/06/2019	David Buckley																		£ 80.00			
05/06/2019	Glendale Countryside Ltd															£ 141.60						
03/07/2019	DW Gibbs																£ 20.00					
03/07/2019	staff							£ 163.51	£ 18.00	£ 7.20												
03/07/2019	Tudor Grounds Maintenance														£ 81.60							
03/07/2019	Glendale Countryside Ltd															£ 70.80						
03/07/2019	Village Hall						£ 60.00															
04/09/2019	DW Gibbs																£ 40.00					
04/09/2019	staff							£ 182.88	£ 18.00	£ 7.20											£ 76.00	
04/09/2019	staff							£ 182.88	£ 18.00				£ 68.00									
04/09/2019	Glendale Countryside Ltd															£ 141.60						
04/09/2019	David Buckley																		£ 130.00			
04/09/2019	J Woodward																		£ 205.21			
04/09/2019	Utterby Village Hall						£ 20.00															
04/09/2019	Tudor Grounds Maintenance														£ 163.20							
		£ 258.52	£ -	£ 83.73	£ 78.00	£ -	£ 80.00	£ 894.47	£ 90.00	£ 47.70	£ 14.14	£ -	£ 126.84	£ -	£ 408.00	£ 354.00	£ 120.00	£ -	£ 415.21		£ 76.00	£ -

Bank Reconciliation - October 2019 report

Bank Balance as of 18th September 2019 Bank Statement 63	£	13,541.73
Cheques not cleared		
100359	£	40.00
Total of outstanding payments to clear in bank	£	40.00
Balance as 18th September 2019 Bank Statement 63 less outstanding payments	£	13,501.73

October 2019 Payments to Make

DW Gibbs	Oct bus shelter cleaning	100367	£	20.00
Staff	Salary + expenses September	100368	£	208.08
Tudor Grounds Maintenance	9 and 23rd Sept village green cut	100369	£	81.60
Glendale Countryside Ltd	16/8/19	100370	£	70.80
Glendale Countryside Ltd	6/9/19	100371	£	70.80
TOTAL			£	451.28