



Record of Members Present:

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

Not Present – None.

In Attendance - Clerk Maria Vincent and Cllr Edward Mossop (ELDC).

52 Apologies Received

None.

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

None received.

54 Minutes

It was **RESOLVED** to approve the minutes of the Parish Council Meeting 7th October 2020 as correct and for the Chairman to sign a copy forthwith.

55 Council Matters, Actions and Communications

a) Election of Vice Chairman – Cllr John Mackin was elected as the Vice Chairman of Utterby Parish Council and would sign the acceptance of office within the week.

b) Chairman's Report – Cllr AW stated that he had nothing to report specifically but did report that following the last meeting two of the Parish Councillors had resigned.

c) Clerk's Report – Nothing to report that wouldn't be covered in agenda items.

d) Communications – The Clerk reported the two letters of resignation received from two Parish Councillors.

e) Councillor Vacancies – The Clerk reported that we would hear from ELDC by the end of the week to see if residents of Utterby had requesting an election, and if not, the co-option of two Councillors would be sought.

f) Storage at the Village Hall – The Clerk explained that since lockdown we had not been paying for storage of Parish Council files in a cupboard in the Village Hall as we had not been paying a general hire fee for meetings; she recommended that the hire of the storage area was put on a formal footing. The Treasurer of the Village Hall had emailed a request for the charge to be £3 per month until January and then £5 per month. It was **RESOLVED** that the Parish Council would pay the backdated charge for 9 months of £27 and then pay £5 per month from January 2021. It was noted with disappointment that the Parish Council could not have a key and general access to the hall.

56 Finance and Budgets

a) Payments - It was **RESOLVED** to accept and pass the payment for November: J Woodward daffodils £50.00, Geoff Finch Planting daffs £130.00, Staff salary/expenses October 2020 £192.24, DW Gibbs Nov bus shelter cleaning £20.00, David Buckley October hedges cutting and kissing gate path £100.00, Village Hall Storage charges £27.00 **TOTAL £519.24**

b) Bank Signatories - It was **RESOLVED** that Cllr JM and Cllr NM would be the two new signatories following the resignation of the two councillors last month who were both signatories.

c) Quarterly Monitoring - Councillors noted the monitoring check documentation that had been carried out in October 2020.

Initials



- d) **Precept for 2021/22 – It was RESOLVED** that there would be no increase on the 2020/21 on the total of the precept requested, with it to stay at £8843.84. The Clerk made the Councillors aware that if the tax base dropped in the village then the precept charge per tax payer would show an increase.
- e) It was **RESOLVED** to move the **CLOSED SESSION** item to the end of the meeting so that Cllr Edward Mossop (ELDC) could input to the item regarding Benson Court. For the minutes, this item will be minuted in the agenda order. It was **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matters:
- Following quotations given for Tree Work, it was **RESOLVED** that the Clerk go back to one of the companies that had quoted to clarify the inclusion of the oak tree. Further that if that cost was included, or that its inclusion still rendered this the cheapest quote, then that company (WP) be awarded the contract (on sight of their public liability insurance).
 - Wood work – Kissing Gate, Millennium Tree bench and Notice-board. That being as out of three people asked to quote, only one had returned any estimates therefore it was **RESOLVED** that the Chairman would discuss the quote in more detail with the person who submitted a quote to ensure that the Council would receive value for money and the item be deferred until the December meeting.
- f) It was **RESOLVED** that the Chairman would organise the purchase of two whitebeam trees (at least 12 litres) for up to £150 including delivery.
- g) It was **RESOLVED** that the Clerk would investigate where the sustained teak benches from the company Cyan originated, and then if suitable, be given delegated authority to spend up to £1000 on the cost of two benches (including delivery) following email to and confirmation of purchase by the majority of councillors. Councillors to meet at the Village Green prior to this to decide on a location for the two benches. The Chairman to clarify with a local contractor for a cost to fix the soft ground fixing kits for the two benches. Further it was **RESOLVED** that three ornamental trees could be purchased (budget to be earmarked in 21/22) next year to be sited in proximity of the benches if thought suitable
- h) It was **RESOLVED** that quotations for the insurance should be for a 3 year term.
- i) It was **RESOLVED** that the quotation for the grass cutting should be as one contract.
- j) It was **RESOLVED** that DG carried on with the bus shelter contract, and that DB carry on with the hedge cutting and Kissing Gate path cutting contract.

57 Planning

- a) **Updates to previous planning applications** – Further to the reply from Paul Edwards at ELDC ref Templeton, it was **RESOLVED** to reply to Mr Edwards to thank him for the reply, that although we were disappointed with the outcome, we appreciated his full explanation.
- b) **Any urgent planning issues** - None

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

- a) **Welcome Pack** – No new residents.
- b) **Utterby Tidy Up Campaign** – The Clerk reported that the daffodils had been purchased by Cllr JW and been planted by GF.
- c) **Verges and Village Green**– The Chairman reported that the verges and the Village Green had been cut this week.



- d) **Village Trees** – see under finance.
- e) **Utterby Voice** – The Chairman had started writing this and Cllr JW taking photos. The Clerk would organise the school, church and village hall editorial.
- f) **Bus Shelters** – In good order.

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

- a) **Updates on previous issues** – The Clerk advised all Councillors to use ‘Fix My Street’ for reporting issues with trees, potholes etc. It was RESOLVED that the Clerk would write to DG again regarding the overflowing bin on the fishing pond’s land.
- b) **Speed Signs in Village** – Cllr NM advised that the signs were working intermittently now, and it was agreed that the Clerk would send Councillors the type of data that LRP used to send the Parish Council from the units.
- c) **Benson Court** – Cllr AW reported to that we had received a letter with a survey attached from ELDC with regards to Benson Court. Further he commented that this was not what he had been expecting as was not a survey on what residents thought should happen to Benson Court, rather a survey looking for new potential residents. Councillor Mossop did report that any feedback regarding the actual buildings use would come through Planning and we could comment as a Parish Council on any plans at that point. It was RESOLVED that the Chairman would speak to the contact at ELDC and report that he thought the questionnaire was too broad.

60 Notifications

- a) None.

61 Date and time of Next Meeting

- a) Parish Council Meeting on Wednesday December 2nd 2020 – on Zoom at **7pm** (time change was RESOLVED following a discussion of Councillors.

The meeting finished at 7:47pm.

Signed _____

Date _____

Initials