

Utterby Parish Council



29th March 2021

NOTICE IS HEREBY GIVEN that the next meeting of Utterby Parish Council, is to be held on:

Wednesday, 7th April 2021 at 7pm

This will be a virtual online meeting using the Zoom platform Councillors are hereby summoned to attend.



Maria Vincent

3 Church Walk, South Cockerington, Louth, Lincolnshire LN11 7EE -Tel: 01507 328149, clerkupc@gmail.com

Members of the public are welcome to attend via Zoom. Please contact the Clerk beforehand to let her know.

Join Zoom Meeting

<https://us02web.zoom.us/j/83121578129?pwd=a0tpc004ZDJqUGQ4OUZJTHVrdmVrdz09>

Meeting ID: 831 2157 8129

Passcode: 404394

If you are dialling in with a phone then dial 01 203 481 5240 or 01 131 460 1196

Meeting ID: 831 2157 8129 Passcode: 404394

There will be 5 minutes for the public forum for members of the public to raise any issues. Questions will be dealt with in order of receipt which must be received at least one hour before the meeting (please call or email the Clerk). On completion of the 5 minute Public Forum, the public will not be able to take part in any of the remaining council meeting. This session may also include the reports from Outside Bodies: ELDC Ward Member and LCC Ward Member.

AGENDA

1 Record of Members Present and Apologies

To receive and note apologies for absence which have been given to the Parish Clerk prior to the meeting.

- 2 To receive any Declarations of Interest on any item on the agenda** - in accordance with the requirements of the Localism Act 2011, and to consider any applications for dispensations in relation to disclosable pecuniary interests.

3 Minutes:

- a) To approve as correct records the notes of the meetings and authorise the Chairman to sign the official minutes from the Meeting of the Parish Council on 3rd March 2021.
- b) To consider the record of notes from the Personnel Panel 3rd July 2019 as only 2 members of the Panel (now disbanded) are still on the Council.

4 Council Matters, Actions and Communications

- a) Chairman's Remarks.
- b) Clerk's Report.
- c) Communications received.
- d) Legislation regarding Zoom meetings.
- e) Annual Parish Meeting.
- f) Appoint Councillor to oversee the cover for insurance as per risk assessment.
- g) Appoint Councillor to carry out Quarterly Monitoring for next 12 months.
- h) Annual policy and document reviews
 - i. Council information document.

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- ii. Freedom of Information Model Publication Scheme
- iii. Risk Management Strategy.
- iv. Risk Management Document.
- v. Safeguarding Vulnerable Persons Policy.
- vi. Equal Opportunities Policy.
- vii. Environmental Policy.
- viii. Health & Safety Policy.

5 Finance and Budgets

- a) Payments - to receive and resolve to accept payments.
- b) Financial Report.

6 Planning Matters

- a) Updates on any previous planning applications or enforcement issues including barrier to new Development off Jacobs close.
- b) Any urgent planning issues.

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

- a) Welcome Pack – Any new residents.
- b) Utterby Tidy Up Campaign – Keep Britain Tidy Campaign – Flower troughs.
- c) Verges and Village Green including increasing amount of dog poo not being picked up.
- d) Village Trees – update on Tree work.
- e) Utterby Voice – Contents for June.
- f) Bus shelters.
- g) Wood maintenance schedule update.

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

- a) Updates on previous issues including bin off A16
- b) Traffic refuge

9 Notifications

- a) None to date.

10 Date and time of Next Meeting – Annual Parish Council Meeting on Wednesday 5th May 2021 at 7pm on Zoom. Date of Annual Parish Meeting TBC.