

Utterby Parish Council



28th May 2024

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

Wednesday 5th June 2024 at 7.00pm

To be held at Utterby Village Hall, Main Road, Utterby. Councillors are hereby summoned to attend.

Maria Vincent

3 Church Walk, South Cockerington, Louth, Lincolnshire LN11 7EE

Tel: 07932 000341, clerk@utterbyparishcouncil.gov.uk

There will be up to 15 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 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 Annual Parish Council meeting from 8th May 2024 and authorise the Chairman to sign the official minutes.
- b) To note the draft minutes from the Annual Parish Meeting 8th May 2024 and any action required pertaining from it.

4 Council Matters, Actions and Communications

- a) Chairman's Remarks.
- b) Clerk's Update.
- c) Following the announcement of General Election to consider if the July PC meeting should be moved the 10th July 2024.
- d) Following notification from ELDC that an election has not been called, to set a date for the co-option of two councillors.
- e) Consultations to consider:
- f) Communications received:
- g) To Resolve to accept the new Model Financial Regulations from NALC 2024
- h) To Resolve that the Clerk implements the Display Screen Equipment checklist (HSE) (2) on an annual basis.

5 Finance and Budgets

- a) To note that the AGAR has been sent by email and received by PKF Littlejohn LLP and that the information is now on the website and PC notice board.
- b) To consider the application for grant funding from Utterby Village Hall.
- c) To consider any implication for the budget Grants including S137.

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- d) Payments - to receive and Resolve to accept payments and to note that two Councillors authorising the payment must check all invoices prior to authorisation, and that the Chair of the meeting must sign the payment schedule.
- e) To Resolve to remove the signatory authority of N Makin (resigned as councillor last month) and to have the three currently named signatories Cllr Tina Bryan, Cllr Matthew Wright and Cllr Terry Buckley remain as signatories.

6 Planning Matters

- a) Any urgent planning applications to consider or updates.

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

- a) Verges and Village Green.
- b) Trees.
- c) Bus shelters and Telephone Box
- d) Kissing Gates
- e) Village Projects – To consider a proposal for the installation of a defibrillator.
- f) Utterby Voice distribution

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

- a) Any urgent issues or updates.

9 Notifications

- a) Any notifications to date.

10 Date and time of Next Meeting

To note that the next meeting (TBA) at 7pm in the Village Hall, Utterby.