



Public Forum

- There were 3 people and PC Rich Precious was in attendance for the Public Forum.
- It was noted that there had been an appeal in April for the application of the 7 dwellings on Church Lane, that the Parish Council had originally approved it. (This had been noted at the April meeting and minuted).
- Cllr Bridges reported that he was the Chairman of Brexit at LCC and so if anyone had any questions regarding this subject he was happy to discuss this. Cllr Bridges also reported that LCC had secured a new CX who had previously been at Wolverhampton and was very highly regarded.
- Cllr Garrett-Pughe asked what the situation was with potholes as there was an extremely large one up by the Academy which had been there a long time and not filled in. Cllr Bridges asked that Cllr Garrett-Pughe send a photo of this. Cllr Bridges also reported that a new pot hole machine was now being used by LCC that should ensure potholes stayed filled in once done. Cllr Garrett-Pughe also raised that technicians had been out twice to Chapel Lane and marked up work to be carried out but that nothing had been done, but was down to be carried out in next 12 months. Cllr Woodward reported that all along the A16 going into Grimsby the road on the verge side had eroded. Cllr Van Spall reported that road work signs were often left on the road side long after roadworks were completed and she had herself phoned up the contractors to ask them to move it as LCC had said it was the contractors responsibility and not LCC's
- PC Rich Precious reported that in May there had been 1 collision, 5 reports of dangerous driving. The previous evening there had been incidents in Little Grimbsy and Fotherby, items taken from one property. Cllr Garrett-Pughe reported that there had been fishing equipment stolen from the Fisheries, but then found within 24hrs in North Thoresby. PC Precious commented that this was probably not reported and not flagged up on his incident search. PC Precious continued that over the last few weeks crime had been generally quiet in the area. PC Precious left the Open Forum once the session was over.

21 Record of Members Present and Apologies:

Present - Cllr Graham Dalton (Chair) Cllr Jason Garrett-Pughe, Cllr Glenda Thorndycroft, Cllr Jackie Woodward, Cllr Brian Frobisher, Cllr Ann Van Spall, Cllr Terry Buckley, Cllr Tony Bridges (LCC), Clerk Maria Vincent.

Apologies - Cllr David Buckley

22 To receive any Declarations of Interest on any item on the agenda

Cllr Graham Dalton and Cllr Jason Garrett-Pughe declared an interest in matters relating to the village hall.

23 Minutes from May 2 2018

It was **RESOLVED** that the minutes of the May 2nd 2018 meeting was an accurate record. Duly signed by the Chair. Clerk to upload on Website. **CTA**

24 Council Matters, Actions and Communications

- a) Chairman's Remarks - See Appendix 1
- b) Clerk's Report - The Clerk reported that she was on a GDPR course tomorrow afternoon.
- c) Current position of Clerk regarding resignation at last meeting - dealt with in closed session
- d) Report from meeting with Sgt Lee Willoughby ref Grange Lane - See Appendix 2 for Q&A



The situation with Grange Lane being a 40mph speed limit was discussed with concerns that it seemed inappropriate for a residential narrow lane and for the other lanes leading off of the main A16. The case of the new development at Jacob's Close would cause concern with children playing. Cllr Bridges will show the Q&A to Cllr Richard Davies the portfolio holder for Highways and report back to us. Once this is done letters will be drafted to the two interested parties, along with a letter to each householder in Grange Lane with the Q&A information to bring this matter to a close. Cllr Bridges TA

- e) Defibrillator - Cllr Garrett-Pughe was looking into the cost implication and grants available to consider how to have this facility outside the village hall. The matter on annual maintenance and costs were raised by Cllr Thorndycroft, and that were they reliable if not checked and maintained annually. The life of a defibrillator is expected to be about 7 years and so the cost is £100 a year in depreciated, but also an electric supply is required for a small heater within the cabinet to prevent frost damage. The Clerk to contact a couple of villages that have defibrillators to find out realistic costs and whether they are PAT tested. CTA
- f) Annual Review of policies:
 - i. It was **RESOLVED** to accept the updated Health & Safety Policy Equal Opportunities Policy
 - ii. It was **RESOLVED** to appoint the Clerk as the Vulnerable Safeguarding Lead Officer
- g) Communications received:
 - i. Email from Ivy Cottage - Moved to Closed Session
 - ii. A16 - Traffic Survey - After much discussion regarding this matter it was suggested that a speed camera should be requested as with a straight stretch of road, the stats showed people were speeding. Cllr Bridges considered that as there was one leading into Boston and Louth that this stretch of A16 should be considered and he will speak to the portfolio holder to enquire as to the feasibility. Cllr Bridges TA. It was also reported that the trees overhanging near Benson Court was obscuring the reactive flashing speed sign. CTA
 - iii. An invitation to events in the area from Victoria Atkins to celebrate the centenary of Women's Suffrage had been received. Due to other commitments no-one was able to attend the events, CTA email reply to VA.
- h) GDPR - The Clerk reported that Local Authorities now did not have to have a Data Protection Officer, although not mandatory, it was best practice, but as Utterby was very small and held little personal data it was not necessary to have a DPO.

25 Finance and Budgets

- a) Clarification of Insurance Cover - The Clerk clarified that the insurance cover detail had been looked into. Previously we had had Key Person cover and cover for the excess of business car insurance. Also the Street Furniture cover was a little lower than previously. On investigation, the previous brokers quotes didn't now cover this either. A revised quote was received from Norris & Fisher covering the extra cost of street furniture which was £2 more and so this cover and charge had been agreed. It was **RESOLVED** to accept insurance cover and increased payment.
- b) Payments
 - David Buckley from last month - £200.00
 - Village Hall April 4th & May 2nd - £45.00
 - DW Gibbs Bus Shelters June 4th - £20.00
 - Tudor Maintenance 1 x verge 1 x VG - £120.00
 - Norris & Fisher (Insurance Brokers) Ltd - £254.39

Minutes of the meeting of Utterby Parish Council held Wednesday, 6 June at 7.00pm



- Maria Vincent - salary + April overtime - £172.03
- HMRC Tax - £43.00

It was **RESOLVED** to accept and make payments above except for Tudor Maintenance (see verges below) and David Buckley (to go to Closed Session). **CTA**

- c) Tree maintenance quotations - Closed session, see below.

26 Planning Matters

- a) None apart from that raised in the Open Forum.

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

- a) **Hedges and village green** Hedge cutting was discussed in Open Forum and hedge by village hall to be discussed in closed session.
- b) **Welcome Pack** – Cllr Dalton reported that he had given a welcome pack to a new resident and has one prepared for a second new resident.
- c) **Best Kept Village** - Cllr Dalton reported that the litter pick had gone well and that a further litter pick would cover the north and south of the village as the last pick had covered the side roads. ELDC had been very helpful in supplying bags and pickers and then collecting the refuse after the litter pick. It was reported that the hedge at Benson Court bordering Chapel Lane needed cutting - Clerk to contact Waterloo Housing **CTA**. It was further noted that some hedges on Jacobs Close needed cutting and tidying and also there were overhanging trees that needed cutting back at a resident's house on the A16. Clerk to draft a letter for Council Members to hand deliver to relevant houses. **CTA** It was also noted that there were old doors at the back of the village hall that needed tidying. **JGPA**
- d) **Utterby Voice** - June edition had been received well. Sept edition deadline was August 1.
- e) **Assets Audit Review** - Storage cupboard added and T15 Acer Tree removed. It was **RESOLVED** to accept the updated Village Assets list.
- f) **Lock on Parish Council Noticeboard** - Locksmith had been out and quote is due in soon.
- g) Facebook Page - Both the Clerk and Cllr Garrett-Pughe thought this would be helpful for transparency. It was **RESOLVED** that the Clerk should set up an Utterby Parish Council Facebook page and Cllr Garrett-Pughe also to be an admin. **CTA**

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

- a) There were concerns about the poor quality and lack of detailed cutting of the verges and village green by Tudor Maintenance during May. The Clerk to write to them regarding this. Payment of May invoice withheld. It was also requested that all contractors put dates of work carried out on invoices. **CTA**. Cllr Garrett-Pughe thought we had also missed out as LCC had only cut where our own contractors hadn't, but noted that the area covered by LCC was very extensive.

29 Notifications

- a) Fields in Trust World War I and £5,000 funding projects Council updates - noted
- b) Tesco grants - noted
- c) Calor gas funding - noted
- d) National Rural Crime Survey - noted

8:50pm members of the public left.

Initials

Minutes of the meeting of Utterby Parish Council held Wednesday, 6 June at 7.00pm



The Council **RESOLVED** to go into a **CLOSED SESSION** - under Schedule 12A to the Local Government Act 1972

The Current position of Clerk regarding her resignation at last meeting was noted, and that she would review the situation and support received from the Parish Council at her Probation Review in July.

The Council **RESOLVED** to come out of CLOSED SESSION.

The Council **RESOLVED** to go into a **CLOSED SESSION** - under Schedule 12A to the Local Government Act 1972

It was **RESOLVED** to write to the residents of Ivy Cottage and confirm that the beech hedge main trunks (as far as the members of the Parish Council could see) were on the Parish Council side of the concrete posts. To confirm that, as a sign of good will, no further cutting or trimming will take place for the rest of the year. **CTA**

The Council **RESOLVED** to come out of CLOSED SESSION.

The Council **RESOLVED** to go into a **CLOSED SESSION** - under Schedule 12A to the Local Government Act 1972

It was **RESOLVED** that the payment to David Buckley was made in full. **CTA**

The Council **RESOLVED** to come out of CLOSED SESSION.

The Council **RESOLVED** to go into a **CLOSED SESSION** - under Schedule 12A to the Local Government Act 1972

The quotes for the tree works were discussed.

It was **RESOLVED** that George Coletti to be awarded the contract of cutting the village green hedge at a cost of £320. Clerk to confirm price has not changed due to period lapsed since the quote and also that this included TPO applications.

Once confirmed Clerk to send official order. **CTA**

It was also noted that any new trees should have some metal /wood guards to protect around the base of the trees to prevent damage when mowing

The Council **RESOLVED** to come out of CLOSED SESSION.

Date and time of Next Meeting

Utterby Parish Council Meeting on Wednesday 4th July 2018 at 7pm

The meeting closed at 9:16pm

Signed:

Date:

Initials

Minutes of the meeting of Utterby Parish Council held Wednesday, 6 June at 7.00pm



Appendix 1

Parish Council meeting - 6th June 2018
Chairman's remarks

A successful Annual Parish meeting was held on the 16th May. 12 residents attended. I gave a short introduction and introduced our guests:

- PC Richard Precious- Louth Rural Policing Team
- Tom Hawkins – Headteacher North Thoresby/Utterby Academies
- Nadine Must TED Project Officer, Lincs Community & Voluntary Service
- David Frost Chairman St. Andrew's District Church Council
- Jason Garret – Pughe Chairman Village Hall Committee

The minutes of the previous Annual Parish meeting (May 2017) were circulated and it was agreed that the Chairman of the Parish Council (Graham Dalton) sign the minutes as a true and accurate record.

Best kept Village competition

I reported on the progress of the village's application to take part in the competition. Litter picks have been organised and residents have been asked to keep the village presentable

Each of the guests gave a short report on their area of responsibility and answered questions from the audience.

As Chairman of the Parish Council I presented the Parish Council's Annual Report, which included details of:

- Appointment of new Parish Clerk
- The continued Governance by the Parish Council
- The delivery of Parish Council Amenities
- Highway issues
- Planning matters
- Finance – including detail of the current precept.

The meeting concluded with an Open Forum, where the possibility of the installation of a defibrillator in the village was discussed.

I explained that the minutes from the meeting would be displayed for 14 days on the Village Hall/ Parish Council noticeboard and signed at the 2019 Annual Parish meeting.

Initials



Appendix 2

Meeting with Sgt Lee Willoughby 19th May 2018

1. Do the Police have any safety concerns about the number and position of bollards placed at the entrance to Grange Farm ?

A. The Louth Rural Police Team confirm that Highways at LCC have investigated these and they are not on the public highway. There is no obligation for the property owners to provide an area for turning around. Grange Lane has a sign for No Through Road.

2. Are there any concerns about objects placed on the frontage of properties in Grange Lane?

A. LW can understand why people put objects on their property frontage which is LCC highways, but if there is an accident or a vehicle is damaged by the objects then they could be held liable for the cost of the damage.

3. Are there any concerns about the number, type and positioning of vehicles parked in Grange Lane, including un-hitched trailers both loaded and un-loaded ?

A. No

4. Are all the vehicles parked in Grange Lane taxed and tested and roadworthy ?

A. If there is a concern about vehicles not being Taxed or Insured then you can the gov.uk website

<https://www.gov.uk/check-vehicle-tax>

and to see if insured

<https://ownvehicle.askmid.com/>

5. What are the regulations governing the overnight parking of vehicles ? In particular commercial vehicles, e.g. should they be lit?

Note: Is Grange Lane 30 or 40mph?

A. After further investigation we received confirmation of 40mph speed limit from Road Safety "It's a 40 – it couldn't be a 30 as the development there would have to be 300 metres to be a stand alone limit. It falls short of that so the 40 links to the main road."

6. Some vehicles are parked partly on the footpath, making it very difficult for pedestrians and wheel-chair users to pass safely. Is this a breach of the Highway Code ?

A. It is a breach of the Highway Code to park on the footpath, but on roads such as Grange Lane, you have to use your common sense, as if you parked only on the road it would block access through the lane which would then be 'obstruction'.

7. Is there new legislation pending regarding parking on footpaths ?

A. Not known of

8. What is the minimum distance required to allow emergency vehicles to pass ?

A. No stipulated distance.

9. If a vehicle is parked directly opposite a resident's driveway – is this classed as being 'in front of ' and therefore a breach of the Highway Code?

A. No

10. Are there any concerns about the storage of materials in open lorries, pick ups and trailers? Also the daily loading and unloading of equipment and tools on the highway?

Initials

