



Public Forum

There were 3 residents in the public forum.

- It was reported that a street light was out. CTA
- It was reported that there were three lights which were being covered by foliage from trees. (CTA and write to landowner).
- It was reported that one road sign that is still covered by trees is in the Fotherby boundary.
- It was reported that one of the landowners who the Parish Council had written to regarding trees covering signs had not seemed to have pruned the trees, but as leaves had now dropped there was not an issue. Clerk to write to landowner again. CTA
- A member of the public wished it known that in all his years living in the village, and having been a Councillor too, he had never heard any complaints regarding the precept, and suggested to the Parish Council that this should be raised beyond inflationary rates to ensure that the Council has funds for projects and asset maintenance in the village. The member of the public also suggested that the Parish Council should included in the Utterby Voice a list of all the assets that we look after in the village.

ELDC Ward Member Report -None.

LCC Ward Member Report - Cllr. Tony Bridges had been unable to attend the meeting this month, but wished the Council to email him with any concerns regarding LCC that we may have.

Louth Rural Police Team Report - The Parish Clerk read out the Crime Figures from the Police.uk website relating to Utterby. Police.uk - 2 crimes in August, both of a sexual/violent nature.

61 Record of Members Present and Apologies:

Present - Cllr Graham Dalton (Chair) Cllr Brian Frobisher, Cllr Jackie Woodward, Cllr Ann Van Spall, Cllr Jason Garrett-Pughe,

In Attendance - Clerk Maria Vincent.

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

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

Cllrs Graham Dalton, Brian Frobisher and Jason Garrett-Pugh declared an interest in payments relating to the village hall.

63 Minutes from October 3rd 2018

It was **RESOLVED** that the draft minutes of the October 3rd 2018 meeting was an accurate record. Duly signed by the Chair. Clerk to upload on Website. CTA

64 Council Matters, Actions and Communications

- a) The Chairman Reported - Counsellors and parishioners thank you for your attendance. Landowners have removed foliage that was obscuring road signs in the village. One sign is still obscured (near Benson Court) which is the responsibility of Lincolnshire County Council. The proposed meeting with Chris Panton (ELDC Planning Officer) hasn't taken place but the meeting will be re-arranged. Some fly-tipping has taken place adjacent to the fishing pond. ELDC have been notified and I have written to the land owner to express the Council's concern. I have yet to receive any reply. The potential



dangerous tree in Church lane has been made safe. The total height has been reduced to approximately 3m and the side branches have been cut back.

- b) Clerk's Report – all matters would be covered in the agenda items.
- c) Rubbish at Utterby Fisheries - Cllr Garrett-Pugh gave a report of the communication he had with the fisheries. The Parish Clerk reported she had originally contacted ELDC who could take no action as on private land, and had then written to the landowner. No reply to date. Further rubbish had been added to the pile. Cllr Frobisher reported that the land was not a waste transfer site and so could be reported for putting waste there. Cllr Dalton to confirm that the rubbish is still in place and then the Clerk to write again to the landowner. **CTA**
- d) Emergency Contacts Lists - The Council **RESOLVED** to accept the list of emergency contacts to be displayed on the Council Notice Board, on the website and also to be distributed to the residents of the village with the Utterby Voice. **CTA**
- e) Annual Review of policies: None.

65 Finance and Budgets

- a) Clerk's Financial Report

Bank Reconciliation -7th November 2018

Balance statement 51	£	10,860.89
Payments out statement 52	£	328.01
Balance on statement 52 18th October 2018	£	10,532.88
Less payments not cleared the bank from last month	£	20.00
Balance including cheques not passed through bank in October	£	10,512.88

Total November Payments	£432.02
Total Budget Left	10,080.86

- b) Payments for November - It was **RESOLVED** to accept payments.
 - i. Utterby Village Hall October 2018 - 20.00
 - ii. DW Gibbs - November 2018 - 20.00
 - iii. Tudor Maintenance - October 2018 - 198.00
 - iv. Maria Vincent - salary + expenses for October 2018 - 194.02
- c) Verge cutting - Following a report by Cllr Jason Garrett-Pugh and much discussion it was **RESOLVED** to enter into a verge cutting Parish Agreement with Lincolnshire County Council, to cut the verges from the Utterby sign in the south of the village to the Utterby sign in the north of the village but not taking on the cutting of the western side from north of Chapel Lane to the Village sign on the north side. **CTA**
- d) Following much discussion regarding the proposed budget for 2019/20 it was **RESOLVED** to:
 - i. accept the tabled draft budget with the addition of a £500 special sign project.
 - ii. set the precept for 2019/20 with an increase of 10% on the current precept.
 $£7657 (18/19 \text{ precept}) + £765.70 (10\%) = \mathbf{£8422.70}$

66 Planning - No applications.

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

- a) Welcome Pack – Cllr Dalton reported he had given out one pack to new residents.

Minutes of the meeting of Utterby Parish Council held Wednesday, 7th November 2018 at 7.00pm



- b) Best Kept Village - Cllr Dalton reported that he had been sent an evaluation of the village judging. Cllr Woodward reported that she had spent a long time on the phone trying to get information as now they are not sending out judging remarks. It was **RESOLVED** that the Clerk should write to Best Kept Village to express the Parish Council's disappointment at the lack of formal feedback. One item marked on the handwritten form was the Pack Bridge sign, which, it was indicated, was in poor condition. Clerk to contact owners of bridge/sign to report this. **CTA**
- c) There was general discussion as to what should be included in the Utterby Voice as general information. It was also discussed how to deal with general complaints in the village which did not come under the remit of the Parish Council, and the Clerk advised to either give complainants the contacts for ELDC or LCC or for them to contact the Parish Clerk who could forward the complaint to any relevant body.
- d) Village Green - following discussion on using a roller on the village green it was **RESOLVED** to leave the Green now that the rain was starting to rehydrate the ground and even it out.
- e) Village Green grass and hedge update - now that the grass cutting had finished, it was **RESOLVED** that the Clerk should write to Tudor Grounds Maintenance to thank them for their hard work
- f) Maria updated the Council that the tree work was complete, though no invoice had been received yet.
- g) Bus shelter / seats update - it was **RESOLVED** to contract Dave Fairburn to undertake the work of removing the seats and foundations. **CTA**

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

- a) The Clerk reported that Colin Horton (ELDC tree officer) had contacted her regarding the cutting down of the tree on Church Lane
- b) The Council **RESOLVED** to agree to have one bin moved in the village as per the LCC suggestion. **CTA**
- c) The Review of Polling Districts & Polling Stations (as circulated by email) was noted.
- d) ELDC charges for election in Utterby was noted.

69 Notifications

- a) The Council noted the "Admissions for September 2020" consultation.
- b) The Council noted the Emergency Text Alert System and the Clerk to confirm inclusion. **CTA**
- c) The Council noted Winter Self Help
- d) The Council noted the Lincolnshire Wolds AONB Management Plan.
- e) The Council noted the new instructions for refilling grit bins.

70 Date and time of Next Meeting

- a) Parish Council Meeting on Wednesday 5th December 2018

Meeting finished at 9:00pm

Signed _____

Date _____

Initials

Minutes of the meeting of Utterby Parish Council held
Wednesday, 7th November 2018 at 7.00pm



Draft Budget 2019 -20 - UTTERBY PARISH COUNCIL

Item	Budget 2017/18	Budget for 2018/19	DRAFT BUDGET 2019-20 INCREASE	Reserves in bank as of 31st March 2019
SPECIFIC RESERVES HELD IN BANK				
	Budget 2017/18	Budget for 2018/19	DRAFT BUDGET 2019-20 INCREASE	
TPOs and Green Structures	900.00	0.00		900.00
Reserve for Asset Replacement	1000.00	0.00		1000.00
Reserve for Elections	900.00	0.00		900.00
Contingency reserves in bank as of 1st April 2018				3489.90
VAT Return as of end April 2018				102.57
Total Reserves in Bank	2800.00	0.00	0.00	6392.47

Item	Budget 2017/18	Budget for 2018/19	DRAFT BUDGET 2019-20 INCREASE
INCOME			
Precept	6221.00	7657.00	8422.70
Budget from 17/18 carried forward for 18/19 budget		398.27	
VAT Return as of end April			220.00
Parish Agreement if taken			480.00
Grants	0.00		
TOTAL Income	6221.00	8055.27	9122.70

Item	Budget 2017/18	Budget for 2018/19	DRAFT BUDGET 2019-20 INCREASE 2.4%	increase in 18-19 budget amount
MEMBERSHIP & INSURANCE EXPENDITURE				
Insurance	275.00	300.00	260.00	-£ 40.00
Audit Fees	40.00	40.00	40.00	£ -
LALC Membership -261 parishioners	105.00	160.27	164.12	£ 3.85
LALC Training scheme	65.00	70.00	71.68	£ 1.68
Data Controller Reg / DPO	35.00	155.00	0.00	-£ 155.00
Room Rental	180.00	240.00	360.00	£ 120.00
Membership /Insurance TOTAL	700.00	965.27	988.44	£ 23.17

RUNNING COSTS & EXPENDITURE				
Salary Clerk	2862.00	2,280.00	2,334.72	£ 54.72
Mileage	450.00	450.00	460.80	£ 10.80
Other expenses including home/office	220.00	300.00	307.20	£ 7.20
Stationery & postage	50.00	250.00	256.00	£ 6.00
Office Equipment	50.00	150.00	200.00	£ 50.00
Admin Expenses TOTAL	3632.00	3,430.00	3,512.32	£ 82.32

ASSETS MAINTENANCE				
New Signs project			500.00	£ 500.00
Utterby Voice	200.00	300.00	307.20	£ 7.20
Grants including S137 (including £500 transfer meeting 7th March 18)	650.00	200.00	300.00	£ 100.00
Grass Cutting - Village Green	432.00	600.00	614.40	£ 14.40
Verge Cutting		720.00	1,000.00	£ 280.00
Bus Shelter Cleaning	240.00	240.00	245.76	£ 5.76
Asset Repair & Maintenance (wooden structures)	200.00	200.00	204.80	£ 4.80
Other Green Structures Maintenance	500.00	900.00	600.00	-£ 300.00
General Contingency	500.00	500.00	500.00	£ -
Specific Reserve Additions	0.00	0.00	0.00	£ -
General Expenses TOTAL	2722.00	3,660.00	4,272.16	£ 612.16

Increase of precept 10%				
Precept	vat return & parish agrnt income	Total income	Less proposed budget	surplus
£ 8,422.70	£ 700.00	£ 9,122.70	£ 8,772.92	£ 349.78

Precept /budget 2019/20	
Budget for 2018/19	£ 8,772.92
New Precept 2019/20	£ 8,422.70
Previous Precept 2017/18	£ 7,657.00
Increase	£ 765.70
Percentage increase	10%
Tax Base of 116 band D (2018 stats)	£ 72.61

Initials