

Welbourn Parish Council

NOTES OF WELBOURN ANNUAL PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 13 MAY 2025  
IN THE WELBOURN VILLAGE HALL AT 7.30 p.m.

**PRESENT**

<b>Parish Councillors</b> Robert Cross Steve Spedding Clare Rowbotham	Louise Troy Mark Crosby Stephen Short Steve Ralph
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Mr Daniel Bancroft – Responsible Finance Officer (RFO) Councillor Marianne Overton MBE	District Councillor Mrs Lucille Hagues Mr Jim Fieldhouse – Parish Clerk Two Residents
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**Not Present**

Cllr. Michael Bighi	
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**Public Forum**

A resident of Hall Orchard Lane expressed concern about the high water level of The Beck. He said that this coincided with the high level of the stream running behind the houses on Hall Orchard Lane, which flows into a culvert running under the railway embankment. Members of the Council thanked him for bringing this to their attention.

**1. Election of Chair**

1.1 Cllr Spedding proposed Cllr. Cross as Chair for 2026-27. This was seconded by Cllr. Crosby.

**1.2 Resolved unanimously:** That Cllr. Cross be elected as Chair of Welbourn Parish Council for 2026-27.

**2. Chairman's Welcome** – Cllr. Cross welcomed all to the meeting.

**3. Acceptance of reasons for absence**

3.1 Cllr. Bighi sent his apologies (urgent domestic work). These were accepted.

4. Declaration of interest in any matter on the agenda - None

**5. Election of Vice Chair** for 2026-27.

5.1 Cllr. Cross proposed Cllr. Short. This was seconded by Cllr. Troy.

**5.2 Resolved unanimously:** That Cllr. Short be elected as Vice Chair of Welbourn Parish Council for 2026-27.

6. Consideration of candidate(s) for the positions of Co-opted Parish Councillor and co-option thereafter.

6.1 The Parish Clerk introduced Richard Duxbury as an eligible candidate for member of the Parish Council. Richard explained his reasons for wishing to become a Parish Councillor and the skills he could offer.

**6.2 Resolved Unanimously:** That Richard Duxbury be accepted as a Member of Welbourn Parish Council.

## 7. Appointment of Portfolio holders for the following areas of responsibility:

Councillor	Portfolio 1	Portfolio 2 (& 3)
Robert Cross	Byways/Highways	Human Resources & The Forge
Stephen Short	Planning & Finance Cttee	Human Resources Cttee (& VH Rep)
Clare Rowbotham	Finance Cttee	
Richard Duxbury	Communications	
Steve Ralph	Drainage	
Michael Bighi	Schools Liaison	Nature and Environment
Steve Spedding	Castle Hill	Community Safety & Resilience
Mark Crosby	Allotments	Village Hall Rep
Louise Troy	Health & Welfare	

8. Notes of the meeting held on 8 April 2026 be approved as minutes. Proposed by Cllr. Cross and seconded by Cllr. Spedding.

**8.1 Resolved:** That these be accepted as minutes.

## 9. Parish Clerk's Report

9.1 A letter has been received from Leoda Solar Farm Ltd advising that the consultation process for Leoda Solar Farm has been paused and the project has been withdrawn from the Nationally Significant Infrastructure Projects (NSIPs) process. The project has not been cancelled.

9.2 AJG Community Schemes are recommending a renewal quote for Welbourn Parish Council, from Hiscox Insurance Company Limited for the period from the 1st of June 2026 to the 31st of May 2027. The premium (including IPT and all fees) for the year will be: £1,033.72. Approval for this is requested in Item 14.5 on the agenda.

9.3 Regarding Item 12.1 of the April 2026 minutes, Sir William Robertson Academy has volunteered to help renew the information boards at Castle Hill. The relevant information has been sent to the school.

9.4 A £200 cash donation has been received by Welbourn Forge Volunteers to be banked by the Parish Council. The volunteers have requested that the PC purchase 10-12 bags of coal for them.

**Resolved:** That the required coal be purchased using The Forge funds.

9.5 Freshwater Habitats Trust (a freshwater conservation charity) has requested permission to collect some water samples to test for the presence of great crested newts from The Beck (village pond).

**Resolved:** That the permission be granted.

9.6 An electrician who has recently serviced the lights in the main hall has warned that these lights are becoming obsolete.

**Resolved:** That the Parish Clerk arrange 3 quotes with a view to applying for grant funding with a view their possible replacement in due course.

## 10. County and District Councillor Update

10.1 Cllr. Lucille Hagues said that the Fosse Green Solar planning application is on hold as it has been unable to confirm a connection to the proposed Navenby Substation. Cllr. Hague's newsletter is available to read on the Parish Council's website. *(Cllr. Hagues left the meeting at 8.15 pm)*

10.1 Cllr. Marianne Overton advised that 100 residents approximately, had attended a public meeting at Bassingham organised by the Cliff Villages Solar Action Group.

North Kesteven District Council (NKDC) has received the planning application for Navenby Substation and it is currently validating this application. The Lincolnshire County Council (LCC) and NKDC have announced that they intends to apply for a judicial review concerning the Government decision to grant a Development Consent Order for the proposed Springwell Soar Farm. (Cllr. Overton arrived at 8.45 pm). *Her latest newsletter is posted on the Welbourn Parish Council website.*

**11. Current and future maintenance responsibilities**

11.1 The back board of the Parish Council noticeboard at the village shop needs repairing.

**Action Point:** Parish Clerk to request a quote for repair.

11.2 The comments made at the public forum are noted.

**Resolved:** The Chair and Parish Clerk to investigate the issue, arrange a meeting with affected parties and action a remedy.

12.1 Planning Application Reference: 26/0411/VARCON

Proposal: Application to vary Conditions 2 (Materials) and 3 (Approved Plans) of planning permission 25/0336/HOUS - Proposed single storey rear extension.

(Changes to materials)

Location: Stables Hall Lane Welbourn Lincoln Lincolnshire

**Resolved: No objections.**

**13. Notifications of Planning Decisions:**

13.1 Application Reference: 26/0235/HOUS & 26/0236/LBC

Proposal: Alterations to existing dwelling and garage including insertion of new timber windows, roof lights, re-building upper level of garage and addition of new timber window and new door opening to access garage

Location: 50 The Green Welbourn Lincoln

**Approved** by North Kesteven Planning

13.2 On 10 April 2026 LCC, for the purposes of Regulation 3 of the Town and Country Planning General Regulations 1992, granted Planning Permission to vary condition 2 of planning permission 21/0286/CCC to retain mobile classroom, for a further five years at Welbourn Primary School, High Street, Welbourn.

**Resolved:** Items 13.1 & 13.2 are noted.

14. **Finance Report** (From Responsible Finance Officer (RFO):- To review bank balances, invoices paid since last meeting since, and items to be paid before next meeting and other financial matters:-

**14.1 Accounts value (4 May 2026):**

HSBC Client A/c 611: £4,315.84 (Forge et al) HSBC A/c 772: £35,647.66 (For Precept)	HSBC Bmm A/c 638: £15,581.24 (Reserves) HSBC Business C/A 677: £1,097.52  <b>Bank Total: £56,642.26</b>
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*N.B. These bank balances were crossed checked to the bank statements by Cllr. Ralph.*

14.2 **Bank reconciled:** £0 discrepancy.

**14.3 Payments made since last meeting 8 April 2026**

<ul style="list-style-type: none"> <li>• D Bancroft Expense Claim 43 – (£38.49)</li> </ul>	<ul style="list-style-type: none"> <li>• BT Group – (£30.78)</li> <li>• Total Gas &amp; Power – (£19.49)</li> </ul>
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<ul style="list-style-type: none"> <li>• J Fieldhouse Expense Claim 44 – (£62.70)</li> <li>• J Fieldhouse Expense Claim 45 – (£105)</li> <li>• N.Power – (£760.05)</li> <li>• BDG Mowing – (£318)</li> </ul>	<ul style="list-style-type: none"> <li>• R L Reynolds – (£545)</li> <li>• Lincolnshire Flooring (50% final payment) – (£716.50)</li> <li>• LALC – (£120)</li> <li>• NKDC – (£80)</li> <li>• EE Limited – (£12.68)</li> <li>• HMRC PAYE/NIC – (£166)</li> </ul>
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**14.4 Payment received since last meeting 8 April 2026**

<ul style="list-style-type: none"> <li>• NKDC CIL – (£1,186.82)</li> </ul>	<ul style="list-style-type: none"> <li>• Allotment rent – (£25)</li> <li>• Allotment rent – (£25)</li> </ul>
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**14.5 Expected payments before next meeting: 10 June 2026**

<ul style="list-style-type: none"> <li>• Clerk Pay – (£429.22)</li> <li>• RFO Pay – (£429.22)</li> <li>• Robert Marshall (Skirting boards) – (£275)</li> <li>• Cloud Next – (£59.98)</li> </ul>	<ul style="list-style-type: none"> <li>• BDG Mowing – (£990)</li> <li>• BT – (£38.34)</li> <li>• Homefire (Blacksmiths coal) – (£216)</li> <li>• AJG Community Schemes – (£1033.72)</li> </ul>
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**Resolved:** That items 14.1 – 14.5 be noted and approved.

14.6 To approve the internal audit – deferred to June 2026 meeting

14.7 To review and agree the Parish Council's investments – The RFO explained that immediate access is required to all Parish Council funds. There are no surplus funds which can be tied up in notice accounts which pay a higher rate of interest.

14.8 To agree the allocation of the spending of the Community Infrastructure Levy (CIL) of £1601.71 received in October 2025 as required by NKDC.

**Resolved:** That this CIL money be allocated to The Beck improvement works.

15. To agree the arrangements for the HSBC banking mandate following the resignation of two Parish Councillors in January 2026.

**Resolved:** That the following persons be placed on the banking mandate for the Welbourn Parish Council's bank accounts with HSBC :

James Gregory Fieldhouse; Martin Robert Cross; Stephen Gordon John Short; Clare Rowbotham; Stephen Keith Spedding.

**16. Portfolio Holders Update**

16.1 Cllr. Crosby reported some minor vandalism at the playing field reportedly carried out by kids.

17. Agenda items for next meeting: None

Signed..... (Chair)

Date.....

Meeting closed 9.00 pm

**Next meeting:**

Wednesday 10 June 2026

Copies to: Parish Councillors, County & District Councillors, Parish Council Web Site

*Future Parish Council Meetings in 2026: All meetings to commence at 7.30 pm*

10 June	8 July 9 September	14 October 11 November
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