

Welbourn Parish Council

MINUTES OF WELBOURN PARISH COUNCIL MEETING
HELD ON WEDNESDAY 8 JULY 2026
IN THE WELBOURN VILLAGE HALL AT 7.30 p.m.

PRESENT

Parish Councillors Robert Cross (Chair) Michael Bighi Mark Crosby	Louise Troy Clare Rowbotham Richard Duxbury
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Mr Daniel Bancroft – Responsible Finance Officer (RFO) Ms Kimberley Picket - Lincolnshire Resilience Forum (LRF)	Mr Jim Fieldhouse – Parish Clerk District Cllr. Lucille Hagues A Welbourn resident
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Not Present

District Cllr. Marianne Overton MBE	Cllr. Stephen Short Cllr. Steve Spedding
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Public Forum.

Kimberley Picket from the Lincolnshire Resilience Forum (LRF) is planning to run an engaging introductory session for the Welbourn community, focusing on Community Resilience and the establishment of a Community Emergency Response Team (CERT/s). The goal is to ensure the community is well-prepared for any emergency eventuality, including the significant threat of flooding. The Kimberley will be supported by Dannie Adcock-Habib from the National Flood Forum (NFF). To make this community engagement successful, Kimberly and Dannie request the support of the Parish Council in venue arrangements and community promotion of the event. The Chair thanked Kimberley for the information.

A resident expressed concern about the state of the footpath and the grass verge in the vicinity of the recent repair to the collapsed stone boundary wall of the Manor Care Home on The Green.

1. Chairman's welcome
2. Acceptance of reasons for absence
 - 2.1 Apologies were received from Cllrs. Short and Spedding (holidays). These apologies were accepted.
3. Declaration of interest in any matter on the agenda – None
4. Notes of meeting held on 10 June 2026 to be approved as minutes. Proposed by Cllr. Duxbury and seconded by Cllr. Bighi. .
 - 4.1 **Resolved:** That these be accepted as minutes of the meeting.
5. Consideration of candidate(s) for the positions of Co-opted Parish Councillor and co-option thereafter.

5.1 No applications have been received. This item will be deferred to the next meeting.

6. Parish Clerk's report.

6.1 Lincolnshire County Council (LCC) has issued a notice of a temporary traffic restriction affecting The Green. This appears to be outside 17 The Green. Anglian Water will be carrying out water mains repairs between 3 and 5 August 2026. Full details can be found at www.lincolnshire.gov.uk/roadworks. This could cause significant issues for the residents living on The Green and Dycote Lane.

6.2 The Welbourn Floods Working Group (WFWG) met with the LCC Floods Team recently via Microsoft Teams. The Witham Internal Drainage Board will be working on the moat at Castle Hill to improve water flow. LCC are paying for this work without prejudice. The contractors will be expected to follow conditions laid down by Historic England when carrying out this work. Once completed the Parish Council is expected to maintain good water flow in the moat as per riparian responsibilities. The collapsed culvert on The Green adjacent Maor Care Home, is still programmed to be carried out but LCC were unable to confirm that this work would be completed this year. LCC is working on a feasibility study examining ideas put forward by WFWG to mitigate flooding events when water from the ridge crosses the A607 and into the village.

6.3 Unofficial notification has been received that the that the horse chestnut tree outside 25 The Green is to be felled shortly by LCC. A resident requested that the Parish Council make LCC aware about the location of sewers and drains when and if LCC plan to plant a replacement tree. This has been done.

6.4 Waders have been purchased and are located in the Parish Clerk's office.

7. County and District Councillors update

7.1 Cllr. Hagues had nothing further to add to her July newsletter. (*This can be viewed on the Parish Council website*).

8. Current and future maintenance responsibilities.

8.1 The Council agreed that plans to remove the pendulous sedge at The Beck (village pond) as recommended in the Ecologist's report need to commence.

Action Point:- Cllr. Crosby to contact the resident who volunteered to carry out this work and check whether a skip is required for the disposal of the pendulous sedge.

8.2 The emergency lighting system in the village hall has been tested and has been found to be faulty. The repair cost is £599.00 plus VAT. The Village Hall and Playing Field Committee have agreed to contribute towards the cost of this repair.

Resolved:- Instruct contractor to proceed with the repair work.

8.3 A gap in the hedge on Moat Lane has reappeared near the tennis court.

Resolved:- Parish Clerk to contact LCC Highways to ask whether a gate can be installed at this location.

8.4 Addressing the resident's concerns about the state of the footpath and the grass verge in the vicinity of the recent repair to the collapsed stone boundary wall of the Manor Care Home on The Green, the Parish Clerk advised that LCC Highways have agreed to repair the collapsed culvert.

Action Point:- Parish Clerk to request that the footway be cleared via FixMyStreet

9. Planning Matters to consider and discuss:

9.1 Application of Proposed Works to Trees Subject to Tree Preservation Order.

Application reference: 26/0765/TPO

Description of works: T28 Sycamore - Radial reduce southern crown by 2m max. Reduce maturing epicormic growth back to boundary.

Location: Welbourn Manor Care Home, High Street, Welbourn,

Resolved:- No objection.

9.2 Notification of Intended Works to Trees in a Conservation Area.

Application reference: 26/0764/TCA

Description of works:

T1 - Conifer - reduce by 5ft (no more than 180mm in diameter)

T2 - Cherry - reduce by 8ft (no more than 300mm in diameter. Remove deadwood

T3 - Beech - Re-pollard (no more than 5m in length and 250mm in diameter)

Location: 26 The Green, Welbourn, Lincoln, Lincolnshire, LN5 0NJ

Resolved:- No objection,

10. Notifications of Planning Decisions:

10.1 Application Reference: 26/0679/PNAGR

Proposal: Erection of open sided, steel framed agricultural produce and implement store

Location: Chestnut Tree Farm Pottergate Road Welbourn

Decision by NK Planning: After consideration of the planning issues, it was resolved to confirm that prior approval is not required.

11. Finance Report: - From the Responsible Finance Officer (RFO): - To review bank balances, invoices paid since last meeting since, items to be paid before next meeting and quarter end report: -

11.1 Accounts value (2 July 2026):

HSBC Client A/c 611: £4,520.40 (Forge et al)	HSBC Bmm A/c 638: £15,631.82 (Reserves)
HSBC A/c 772: £29,729.03 (For Precept)	HSBC Business C/A 677: £1,238.30
	Bank Total: £51,119.55

(N.B. These balances were crossed checked against the bank statements and counter signed by Cllr. Rowbotham.)

11.2 Bank reconciled: £0 discrepancy.

11.3 Payments made since 10 June 2026

• EE Limited – (£12.42) • DCR Electrical – (£168) • E.on – (£164.40) • Expense Claim – (£86.09) • G W King – (£420) • Internal Audit – (£50) • BT – (£40.30) • Bank Charges – (£0.25)	• Bank Charges – (£2.00) • HMRC PAYE/NIC – (£91.80) • Clerk Pay – (£343.42) • RFO Pay – (£423.22) • Total Gas & Power – (£24.57)
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11.5 Expected payments before the next meeting (9 September 2026):

• Clerk Pay – (£429.22) • RFO Pay – (£429.22)	• Clerk Pay – (£429.22) • RFO Pay – (£429.22)
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11.6 Budget comparison Quarter 1

Total budget: £31,613. Anticipated budget spend: £7,903.25 (03/12)

Actual budget spend: £10,053.05 (27.20% Over Budget)

Spend against budget by area:

	Budget	Actual	Percentage Difference	Reason
Utilities:	£1,285	£1,203.28	6.3% Under	
Grass cutting:	£1,445	£2,678	85.32% Over	Summer
General maintenance:	£1,125	£849.26	32.46% Under	Minimal repairs needed in parish this quarter
Insurance:	£266.50	£1,033.72	288% Over	Annual Cost
Financial:	£101.75	£52.25	51.35% Under	Primarily annual cost
LALC:	£188	£120	28% Under	No courses, webtime only so far
Clerk & RFO:	£2,784.50	£2,649.52	4.84% Under	
Village hall:	£375	£1,261.50	236% Over	Plumbing repair and floor repair to Meeting Room
Community projects:	£82.50	£37.52	54.52% Under	Annual Grant

Resolved:- That the Council accepts and approves Items 11.1 – 11.6

11.7 The RFO recommended that the monthly electricity bill for The Forge (Blacksmith's Shop) be paid by direct debit.

Resolved:- The Council accepts this recommendation.

12. To consider a letter and report received from the Lincolnshire Road Safety Partnership (LRSP) (Archer Survey).

12.1 Calibrated technical data recording equipment was located on a lamp post at the exit to Sir William Robertson School, which commenced on the 16/05/26. It continued for a full seven-day period recording the speeds of vehicles passing in both directions. Analysis of the speed data showed that the average speed of vehicles was 33.1 mph in a 30 mph limit. The speed data showed evidence that some vehicles were exceeding the speed limit at a speed that would make the drivers liable to action or prosecution by the Police. Highways engineers within the Road Safety Partnership have assessed the area and concluded that no engineering casualty reduction measures were identified. The results of the survey indicate that the criteria for mobile speed camera enforcement are met. LRSP Road Safety Officers will attend the location to identify a suitable site for enforcement.

Resolved:- The Council notes the results of the Archer Survey and notes that LRSP will arrange to monitor vehicle speeds.

13. To consider a road safety issue affecting the footway opposite Troops on the A607 and decide next steps.

13.1 A resident has contacted the Council again expressing safety concerns about the footway opposite Troops garage. This is used by school Leadenham school

children attending Sir William Robertson Academy. The footway is very narrow, vegetation is impinging on the footway, and the kerb line is very shallow. This problem was reported on FixMyStreet in August 2025. The LCC Highways stated that it did not have the resources to deal with this problem. This matter was discussed at the March 2026 meeting (6.2). The Council resolved to send a letter to County Councillor Overton expressing the Parish Council's concerns. The Cllr. Overton has since met with the LCC Highways Engineer who says that budgetary constraints are preventing the ideal solution of creating a path separated from the road. However, a solid way line indicating the edge of the road has been created.

13.2 Resolved:- That the Parish Council write a letter to the LCC Highways Portfolio Holder outlining the Parish Council's concerns and with a request that a workable solution to this issue be found as quickly as possible.

14. To consider a request from the National Flood Forum (NFF) to support a community engagement event.

14.1 The NFF is currently working with the new LRF Community Resilience Officer to engage with communities in Lincolnshire. The aim is to enhance local preparedness for all types of emergencies focusing particularly on proactive resilience, local action and recovery. The LRF is planning to run an introductory session for the Welbourn community, focusing on Community Resilience and the establishment of a Community Emergency Response Team (CERT/s). The NFF and LRF have requested assistance in securing a suitable, accessible venue and help with promoting the event.

Resolved:- The Council supports this request and will provide the venue and will promote the event

15. To consider and provide a comment on the Lincolnshire County Council's Minerals and Waste Plan

15.1 The Council scanned the copious, and highly technical documentation.

15.2 Resolved:- No comment.

16. Portfolio Holders Updates.

16.1 Cllr. Bighi advised that a small British Sugar grant will become available shortly and requested ideas for the grant.

16.2 Cllr. Cross advised that the litter bin in the layby is overflowing. The bin needs to be bigger or emptied more regularly.

Action Point:- Parish Clerk to advise NKDC of this issue.

17. Agenda items for the next meeting – None suggested.

Meeting Closed at 21.30

Signed **Date.....**
Chair

Next meeting : - Wednesday 9 September 2026 - 7.30 pm.

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.**

9 September 2026 14 October 2026	11 November 2026
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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	
Vacant	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	