

Welbourn Parish Council

NOTES OF WELBOURN PARISH COUNCIL MEETING
HELD ON WEDNESDAY 14 OCTOBER 2026
IN THE WELBOURN VILLAGE HALL AT 7.30 p.m.

PRESENT

Parish Councillors Robert Cross (Chair) Mark Crosby Deborah Cumming	Steve Spedding Stephen Short Richard Duxbury
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Mr Daniel Bancroft – Responsible Finance Officer (RFO) 4 Welbourn residents	Mr Jim Fieldhouse – Parish Clerk District Cllr. Marianne Overton MBE District Cllr. Lucille Hagues
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Not Present

Cllr. Louise Troy Cllr. Clare Rowbotham	Cllr. Michael Bighi
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Public Forum.

A resident thanked the Parish Council for arranging the clearance of the pendulous sedge and the removal of partial blockages in the culvert from the village hall car park entrance, under the road to the moat. The resident said that the Parish Clerk had confirmed that the responsibility for the two outfalls from the pond into the culverts under Beck Street were the responsibility of the Parish Council. If this was the case, the resident wanted assurance that the grates located at the outfalls be regularly cleared of debris to prevent future blockages which cause the water level to rise. The resident also suggested that a barrier / barrage be built to prevent debris reaching the grills in the first place.

The Chair noted the resident's concerns and promised that the Parish Council would take appropriate action.

Another resident stated that the recent low level of the pond had caused the stream following through her garden to dry out posing a threat to greater crested newts. However, the resident expressed her thanks that rapid action by the Chair had restarted the flow of water. The resident expressed thanks for this.

Two residents who were co-authors of the Welbourn Neighbourhood Development Plan 2015 – 2030 (WNDP) addressed the Council. They explained the purpose of the plan, the statutory powers given to Parish Councils to enable the establishment of Neighbourhood Plans, and the protection that these plans give against unwanted development. (The WNDP) can be accessed by accessing following link:- <https://welbourn.parish.lincolnshire.gov.uk/parish-information/welbourn-neighbourhood-development-plan>

The speakers requested consent from the Parish Council to review the WNDP. The current plan needs reviewing as there is a new National Planning Policy Framework, and a new Central Lincolnshire Local Plan. This means that the current WNDP is out of synch with the overarching plans which have precedence. The review process needs commence soon before the current plan expires.

The Chair expressed thanks for the presentation and advised that a decision on whether to approve the review would be discussed under Item 5 on the agenda.

1. Chairman's welcome

2. Acceptance of reasons for absence

2.1 Apologies were received from Cllrs. Rowbotham, Bighi and Troy. (*Reasons – work commitment, other prior engagement, and sickness respectively.*) These apologies were accepted.

3. Declaration of interest in any matter on the agenda – The Parish Clerk disclosed that the trees to be discussed in Item 6 were located near his property.

4. Notes of the Parish Council meeting held on 9 September 2026 to be approved as minutes. Proposed by Cllr. Cross and seconded by Cllr. Spedding.

4.1 **Resolved:** That these be accepted as minutes of the meeting.

5. To consider a proposal from a Welbourn resident to review and update the Welbourn Neighbourhood Development Plan 2015 – 30.

5.1 The Parish Council carefully considered the content of the presentation made by the two co-authors of the WNDP 2015 – 30 in the open forum session. The Parish Councillors asked various questions seeking clarification on certain points with respect to the review. Two representatives from the Parish Council are required to help form a Neighbourhood Plan Review Steering Group. A full review is not necessary as most of the policies are still relevant. In these circumstances a referendum will not be necessary. Formal consideration and approval for the neighbourhood plan review is essential as the Parish Council is the official “qualifying body” responsible for neighbourhood planning.

5.1 Resolved:- The Parish Council resolves to undertake a formal review of the Welbourn Neighbourhood Development Plan 2015 to 2030 to ensure it remains up to date, aligns with current strategic local and national planning policies, and continues to meet the needs of the parish.

5.2 Resolved:- The Parish Council approves the creation of a Neighbourhood Plan Review Steering Group which will operate as a working group reporting directly to the Parish Council. Cllrs. Duxbury and Cumming are appointed as the Council's representatives on this group. The steering group is tasked with drafting terms of reference for all the councils for the council's approval at the next meeting

5.3 Action Point:- Parish Clerk to write to North Kesteven district planning advising that approval has been given for a formal review of the WNDP 2015 – 30 to take place.

6. Parish Clerk's report.

6.1 With reference to Item 8.1 from the September 2026 meeting minutes, the Chair has inspected the trees, and a request has been sent to Lincolnshire County Council to check the safety of these trees.

6.2 With reference to Item 6.6 from the September meeting minutes, during the removal of the pendulous sedge from the village pond on 3 October 2026, the culverts were cleared of all blockages. The Lincolnshire County Council Floods Resilience Programme Co-ordinator has clarified that the culverts taking the water from the Beck (village pond) to the moat are the responsibility of the Parish Council as no LCC Highways assets utilise it for conveyance to outfall.

6.3 A resident has submitted an objection to planning application 26/1014/FUL.

Action Point:- Parish Clerk to investigate the merits of the objection.

6.4 The heat pump in the village hall has now been fixed by DCR.

7. County and District Councillors update

7.1 Cllr. Hagues referred to her October 2026 newsletter. *(This can be viewed on the Parish Council website.)* She added that most planning applications will now be decided by NKDC planning officers and that the number of district councillors on the Planning Committee will be reduced from 14 to 12.

(Councillor Hagues left the meeting at 8.40 pm.)

7.2 Cllr Overton also mentioned the above changes in deciding planning applications. She added that the law had been changed to :-

- Prevent planning applications being subject to judicial reviews.
- Prevent members of the public lobbying councillors and planning officers on planning decisions.

Waiting times at Navenby GP's have been reduced. Local Government Reorganisation as previously proposed is now unlikely to take place. Grants from Lincolnshire County Council of up to £15k are available for "strategic benefits". *(Cllr. Overton arrived at 8.45 pm and left at the close of the meeting. Her newsletter can be viewed on the Parish Council website.)*

8. Current and future maintenance responsibilities.

8.1 The Parish Clerk requested that 3 trees in the cul de sac 42 - 48 The Green be pruned as they have grown to an excessive height and several dead branches have been identified. The trees are in a conservation area and are on land dedicated to the Parish Council on condition that the trees are kept in good and safe condition.

Agreed Action Point:- Parish Clerk to write to the NKDC Tree officer requesting an inspection.

8.2 A quote of £290 has been received from a handyman to trim the hedge on both the pond side and the village hall side for £290.

Agreed Action Point:- Instruct handyman to carry out this work.

8.3 The Parish Council considered the concerns raised by a resident regarding the water level in the pond during the open forum session.

Resolved: - That the Parish Council appoint a handyman with responsibility to monitor the water level in the pond and to take the necessary steps to ensure the correct water level in the pond and the correct water flow from the pond.

9. Planning Matters to consider and discuss:

9.1 Planning Application Reference: 26/1104/LBC

Proposal: Replace existing casement window and reinstate original sash design windows to the gable end.

Location: 27 High Street Welbourn Lincoln Lincolnshire LN5 0N

Resolved:- The Parish Council supports this application.

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

Application reference: 26/1172/TCA

Description of works: Remove blossom tree in font garden.

Location: 19 The Green, Welbourn, Lincoln, Lincolnshire, LN5 0NJ

Resolved:- The Parish Council has no comment to make.

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

Application reference: 26/1174/TCA

Description of works: T1 - magnolia - reduce, reshape and crown lift in line with the red line and image provided.

Location: 2 Beck Street, Welbourn, Lincoln, Lincolnshire, LN5 0LZ

Resolved:- The Parish Council supports this application.

10. Notifications of Planning Decisions:

10.1 Application Reference: 26/0870/HOUS

Proposal: Demolition of ancillary storage structures and erection of new outbuilding / garage

Location: Church View 4 The Nookin Welbourn

Approved by NK Planning

10.2 Application Reference: 26/0927/HOUS

Proposal: Internal and external alterations to facilitate conversion of existing outbuildings to create annexe accommodation, along with new openings and erection of a porch to main entrance

Location: 11-13 The Green Welbourn Lincoln

Approved by NK Planning

11. Finance Report: - From the Responsible Finance Officer (R.F.O.): - 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 (4 October 2026):

HSBC Client A/c 611: £4,538.56

(Forge et al)

HSBC A/c 772: £26,208.46

(For Precept)

HSBC Bmm A/c 638: £15,682.25

(Reserves)

HSBC Business C/A 677: £1,417.03

Bank Total: £47,846.30

(Cllr. Duxbury checked these balances against the bank statements and countersigned.)

11.2 Bank reconciled: £0 discrepancy

11.3 Payments made since last meeting (9th September 2026):

- Cloud Next – (£48.02)
- Clerk Pay – (£408.02)
- RFO Pay – (£487.62)
- PKF LittleJohn – (£252)
- E.on – (£164.40)
- BDG Mowing – (£330)
- Total Gas & Power – (£22.98)

- Total Gas & Power – (£26.16)
- Expense Claim 48 – (£62.73)
- EE Limited – (£12.42)
- GB Recycling Group – (£402)
- BT Group – (£38.34)
- HMRC – (£183.57)
- DCR Electrical Limited – (£366.40)

11.4 Income received since last meeting (9th September 2026):

- HMRC VAT – (£3,895.96)
- Allotment Rent – (£12.50)

11.5 Expected payments before next meeting (11th November 2026):

- Wreath – (£50)
- G.W. King – (£420)
- BDG Mowing – (£660)
- Total Energies – (£23.77)
- Clerk Pay – (£443.30)
- RFO Pay – (£443.30)

11.6 Quarter 2 end report - R.F.O.

Total budget: £31,613

Anticipated budget spend: £15,806.50 (06/12)

Actual budget spend: £17,386.82 (9.99% Over Budget)

Spend against budget by area:

	Budget	Actual	Percentage Difference	Reason
Utilities:	£2,570	£2,024.93	21.21% Under	Summer
Grass cutting:	£2,890	£3,998	38.34% Over	Summer
General maintenance:	£2,250	£2,993.80	33.05% Over	DCR, Skip hire
Insurance:	£533	£1,033.72	93.94% Over	Annual Cost
Financial:	£203.50	£304.25	49.50% Over	Primarily annual cost
LALC:	£376	£120	68% Under	No courses, webtime only so far
Clerk & RFO:	£5,569	£5,353.84	3.86% Under	
Village hall:	£750	£1,261.50	68.20% Over	Plumbing Repair & floor repair to Meeting Room
Community projects:	£165	£296.78	79.86% Under	Annual Coal purchase

11.7 Resolved:- That the Parish Council note and approve Items 11.1 – 11.6 above.

12. Review and consider External Auditors Report 2025-26 – R.F.O.

12.1 Resolved:- That the Parish Council note the contents and approve the report.

13. To review a request from a resident to request more frequent bus services.

13.1 The Parish Council carefully considered this request noting that additional services already exist on school days.

Agreed Action Point:- That the Parish Clerk carry out further enquiries with residents and local organisations to establish whether there is a real demand for additional services.

14. To consider a proposal to apply for community grant funding for flood mitigation measures affecting the Hall Orchard Lane area.

14.1 The Parish Clerk explained the issue affecting the Hall Orchard Lane area. Unfortunately, the grant funding is not available to address the problem causing the concern. However, the problem can be partially addressed to improve the flow of water from the culvert on the River Barnt side of the railway embankment.

14.2 Resolved:- The Parish Council to ask the riparian owner to remove the excess vegetation from the affected ditch and arrange for the removal of the blockage under the nearby sewage pipe.

15. To consider a resident request to reduce the number of ducks residing on The Beck (village pond).

15.1 A resident has alerted the Parish Council to the Wildlife and Countryside Act 1981 which states that it is an offence to intentionally kill, injure take or destroy the eggs of wild birds and to destroy or damage an active nest.

15.2 Resolved:- That the Parish Council take none lethal measures to reduce the duck population e.g. discouraging the feeding of the ducks.

16. To agree dates for Welbourn Parish Council Meetings for 2027.

16.1 Agreed:- The dates are shown below.

17. Portfolio Holders Updates -

17.1 Cllr. Cross noted that there is a dead tree leaning across the carriageway in Cow Lane.

Agreed Action Point: Parish Clerk to request the removal of the dead tree via FixMyStreet.

17.2 Cllr. Short reminded the Council that the light fittings in the main hall and meeting room were obsolete. Temporary repairs are being arranged but complete replacement will need to be budgeted for.

17.3 Cllr. Short reported that a meeting with a DCR representative had taken place following concerns about the ongoing cost of repairs to the heat pump at the village hall. The DCR representative explained that the current heat pump model has inherent defects and ought to be replaced to save money. He has promised to prepare an offer for the Parish Council's consideration.

17.3 Cllr. Short proposed that a letter of thanks be sent to the volunteer who cleared out the pendulous sedge from the village pond and requested that a letter be sent to the Manor Care Home requesting the removal of overhanging branches from the footways on Beck Street and The Green. **Parish Clerk to action.**

18. Agenda items for the next meeting – Budget; heat pump.

The meeting closed at 9.40pm.

Signed:- Chair of Welbourn Parish Council

Next meeting

Wednesday 11 November 2026

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

Future Parish Council Meetings in 2027.

The following dates are the second Wednesday of each month. Meeting commences at 7.30 pm in the Meeting Room, Village Hall ;

13 Jan ; 10 Feb ; 10 Mar ; 14 April; 12 May ; 9 Jun; 14 Jul ;

8 Sept ; 13 Oct ; 10 Nov

Councillor	Portfolio 1	Portfolio 2 (& 3)
Robert Cross cllr.cross@welbournparishcouncil.gov.uk	Byways/Highways	Human Resources & The Forge
Stephen Short cllr.short@welbournparishcouncil.gov.uk	Planning & Finance Cttee	Human Resources Cttee (& VH Rep)
Clare Rowbotham cllr.rowbotham@welbournparishcouncil.gov.uk	Finance Cttee	
Richard Duxbury cllr.duxbury@welbournparishcouncil.gov.uk	Communications	
Deborah Cumming cllr.cumming@welbournparishcouncil.gov.uk		
Michael Bighi cllr.bighi.wpc@gmail.com	Schools Liaison	Nature and Environment
Steve Spedding spedds@hotmail.co.uk	Castle Hill	Community Safety & Resilience
Mark Crosby amacrosby@icloud.com	Allotments	Village Hall Rep
Louise Troy cllr.troy.wpc@gmail.com	Health & Welfare	