

# Welbourn Parish Council

The **Annual Parish Council Meeting** of the Welbourn Parish Council will be held on **Wednesday 11<sup>th</sup> May 2022 at 7.30 pm in the Meeting Room of Welbourn Village Hall.**

There will be a 15-minute public session at the commencement of the meeting when members of the public may ask questions or make short statements to the Council.

Members of the public will be welcome to stay for the remainder of the meeting with the exception of any closed sessions, but they may not speak on any matter after the public session is closed unless invited to do so

Mrs. M. Lunn

Acting Parish Clerk     05<sup>th</sup> May 2022

[actingwelbournparishclerk@gmail.com](mailto:actingwelbournparishclerk@gmail.com)

<https://welbourn.parish.lincolnshire.gov.uk>

## AGENDA

1. Chairman's welcome
2. Acceptance of reasons for absence
3. Declaration of interest in any matter on the agenda.
4. Election of Chair for the forthcoming year- 2022-2023
5. Election of Vice-Chair for the forthcoming year. - 2022-2023
6. Notes of the last Parish Council meeting held on 13<sup>th</sup> April 2022 to be approved as minutes.
7. PUBLIC FORUM
8. Review Finance Committee for 2022-2023
9. Review Personnel Committee for 2022-2023
10. Review portfolio holders for 2022-2023
11. County and District Councillors update
12. Planning
  - 12a. Application reference: 22/0667/TPO  
Description of works: T1 Sycamore - remove bough affecting 5.2m highways clearance  
Location: Welbourn Place, 1 Moat Lane, Welbourn, Lincoln, Lincolnshire  
Parish: Welbourn.
  - 12b. Application reference: 22/0665/TCA  
Description of works: G1 Yew and Holly - crown lift to 1.8m path and 5.2m over road; T2 Laurel - fell; T3 Sycamore - fell; T4 / T5 Hazel - fell; T6 Oak - remove bough affecting highways clearance  
  
Location: Welbourn Place, 1 Moat Lane, Welbourn, Lincoln, Lincolnshire  
Parish: Welbourn
13. Finance
  - To review bank balances, invoices paid since the last meeting on 13<sup>th</sup> April 2022
  - To review invoices to be paid.
  - To review the finances of the Parish Council for the last financial year.

# Welbourn Parish Council

## Accounts value:

611: £3638.21

772: £39488.13

638: £10385.32

677: £1627.71

BSA: £8972.81

Total: £64112.18

(Take note of this in comparison to our annual spend/ precept)

Bank reconciled:

£0 discrepancy

## Payments made since last meeting:

- BT - £41.94
- LALC (Website) - £180
- Bank Charges - £10
- Npower Commercial - £558.33
- NKDC - £48
- Staff salary - £290.20

## Expected payments before next meeting:

- Auditors - Andrea Smith or LALC - (£75 or £170)
- Staff salary - (£290.20)
- DR Sharp – (£200)
- Gallagher insurance renewal (quote expected post May 13th, due 1st June) – (£600 approx.

## Potential internal auditors:

- Andrea Smith – AAT qualified, Clerk for 15 years, Audits other parish council: Approximately £75
- LALC service: approximately £170

Very few internal auditors are taking on new clients and all of our previous auditors are also giving it up. The removal of the options form LALC in favour of their internal service has also heavily restricted our potential options.

## Request to change the following accounts to direct debit:

- Total gas and power
- EON
- Npower

## 14 Portfolio holders' update

### Future Parish Council Meetings:

08<sup>th</sup> June 2022

13<sup>th</sup> July 2022

August – no planned meeting

14<sup>th</sup> September 2022

12<sup>th</sup> October 2022

9<sup>th</sup> November 2022

December 2022 – no planned meeting.

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

# Welbourn Parish Council

## Portfolio Holders **2021**

Cllr Robert Cross portfolio is Byways/Highways, the Forge and Cliff Cluster group representative.

Cllr Rod Storer has Drainage and is a member of the finance committee.

Cllr Stephen Short has Planning, is Village Hall representative and on the HR committee.

Cllr Maureen Lunn has policies, HR committee and website administrator.

Cllr Katie Stark has communications, HR committee and relief Cliff Cluster representative.

Cllr Jake Beaty has Allotments and Cliff Cluster representative.

Cllr Kevin Dowling has Castle Hill.

Cllr Harriet Huntsman is a member of the finance committee.

Cllr Chris Dixon is a Village Hall representative.