

## Welbourn Parish Council

### Welbourn Parish Council Meeting Agenda February 2023

**The next meeting of the Parish Council will be held on Wednesday 8 February 2023 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 except for any closed sessions, but they may not speak on any matter after the public session is closed unless invited to do so.

Mr J Fieldhouse  
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<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. Notes of the last meeting held on 11 January 2023 to be approved as minutes
5. Clerk's Report on matters outstanding
6. Public Forum
7. County and District Councillors update
8. Current and future maintenance responsibilities
9. Planning Matters to consider and discuss: None
10. Notifications of Planning Decisions: None
11. **Finance** - To review bank balances, invoices paid since last meeting since, items to be paid before next meeting and budget comparison: -

#### **Accounts value (1st February):**

611: £3,905.84 772: £3,924.20	638: £8,900.45 677: £1,272.85 Total: £18,003.34
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**Bank reconciled:** £0 discrepancy.

#### **Payments made since last meeting (11<sup>th</sup> January):**

<ul style="list-style-type: none"><li>• BT Group – (£41.94)</li><li>• Bank Charges – (£8.00)</li><li>• Bank Charges – (£0.25)</li><li>• Npower Commercial – (£338.55)</li></ul>	<ul style="list-style-type: none"><li>• LALC (Annual Subscription) – (£235.37)</li><li>• RFO Pay – (£290.20)</li><li>• Clerk Pay – (£232.20)</li><li>• HMRC PAYE/NIC – (£58.11)</li></ul>
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**Payment received since last meeting (11<sup>th</sup> January):**

<ul style="list-style-type: none"> <li>• Allotment Rent – (£20)</li> <li>• Allotment Rent – (£20)</li> </ul>	<ul style="list-style-type: none"> <li>• Allotment Rent – (£80)</li> </ul>
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**Expected payments before next meeting:**

<ul style="list-style-type: none"> <li>• The Workshop Aberfeldy - (£1111.98)</li> <li>• LALC (Website maintenance) – (£204)</li> </ul>	<ul style="list-style-type: none"> <li>• LALC (Annual Training) – (£138)</li> <li>• RFO Pay – (£290.20)</li> <li>• Clerk Pay – (£290.20)</li> </ul>
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**12. To receive and approve reviews and updates of Parish Council Policies;** Audio Recording; Complaints Procedure Policy; Data Breach Policy; Data Protection Policy; Disciplinary and Grievance Policy; Expenses and Members Allowances; Filming and Recording of Meeting; Media Policy; Publication Policy; Records Retention Policy; Staff Appraisal Policy; Subject Access Request Procedure.

13. To approve the new Allotments Agreement

14. To receive a report from the Responsible Finance Officer regarding the current email arrangements and proposals for improving these.

14. Portfolio Holders Update

15. Community grants play equipment – update from Cllr Bighi

16. To receive a report from Cllr Short on Highways Maintenance concerns

17. Agenda items for next meeting

**Next meeting:**

Wednesday 8 March 2023

**NB Please note that the May meeting will now take place on Wednesday 17 May 2023 because of the elections.**

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

*Future Parish Council Meetings in 2023:* 8 March; 12 April; 17 May;

14 June; 12 July; 13 September; 11 October; 8 November.

All meetings to commence at **7.30 pm.**