

MINUTES OF THE MEETING OF WELBOURN PARISH COUNCIL HELD ON  
WEDNESDAY 12<sup>th</sup> August 2015 IN WELBOURN VILLAGE HALL AT 7:30PM

PRESENT

Mr. John Storer (RS)

Chairman

Councillors: Mrs Maureen Lunn (ML), Miss Harriet Huntsman (HH), Mr Robert Cross (MC),  
Mrs Katie Stark (KS), Mr Stephen Short (SS)

Mr Malcolm McBeath

Parish Clerk

08.01.00	<u>PUBLIC FORUM</u>	<u>ACTION</u>
08.01.01	No members of the public attended the meeting. The police reported by email that there were no recorded crimes for July.	
08.02.00	<u>ACCEPTANCE OF REASONS FOR ABSENCE</u> Mr Lucas was unable to attend due to harvesting commitments. Mr Gibson was on holiday. Mrs Conway was unaware of the meeting.	
08.03.00	<u>DECLARATIONS OF INTEREST</u> Nil	
08.04.00	<u>MINUTES OF THE PREVIOUS MEETING</u> The Minutes of the previous meeting held on 8 <sup>th</sup> July, copies of which had been circulated earlier to members, were approved.	Clerk
08.05.00	<u>MATTERS ARISING FROM THE MINUTES</u>	
08.05.01	<u>Dycote Lane steps</u> It was agreed in principle that access to the embankment at the foot of Dycote Lane should be improved. An inclined footpath was considered better than steps. A suitable contractor would be sought and a price obtained.	Clerk
08.05.02	<u>S106 ideas</u> It was suggested that the S106 money might be used for improving the embankment access. To be confirmed at the next meeting. Any responses from the advert in Two Villages magazine asking for ideas of how Villagers would like to see the S106 money spent would be reviewed at the next meeting.	Clerk
08.05.03	<u>Tree Works on Castle Hill</u> English Heritage had given approval for the Hazels to be removed. The clerk was to obtain quotes for re-pollarding the Willows.	Clerk / JL
08.05.04	<u>Allotment Rent</u> The outstanding rent had been paid.	
08.06.00	<u>CLERK'S REPORT</u>	
08.06.01	A lot of time had been spent obtaining quotes and investigating the implications of fitting solar PV panels to the Village Hall. See 08.12.00	
08.06.02	Hall Orchard Lane grass cutting confusion had been resolved.	
08.06.03	Highways had repaired some potholes but attention had again been drawn to the poor state of Hall and Moat Lanes and the major pothole in	

	Mill Lane. See Highways update 08.08.04	
08.06.04	Comments had not been received on the Broadbent and Robinson planning applications. A response of 'No Comment' had been given to NKDC on both	
08.06.05	The external auditor had reminded the Parish Council of the need to have a formal Risk Assessment.	
08.06.06	The Clerk had attended an LALC Exel training session for accounts.	
08.07.00	<u>FINANCIAL REPORT</u>	
08.07.01	The external auditor had accepted our figures for 2014-15. Spending in July had been £1306 leaving £24,857.50 in reserves. The clerk was required to provide a bank reconciliation	Clerk
09.07.02	Eon had billed the Parish Council incorrectly in May – this had been rectified and a refund obtained. NKDC had given the Parish Council grants for the dog warden and litter picking: £233.92 in total. 2 cheques had bounced in July due to the Clerk's error –the Clerk had personally repaid the bank charges arising.	
08.08.00	<u>REPORTS FROM PORTFOLIO HOLDERS</u>	
08.08.01	<u>Welbourn Neighbourhood Development Plan.</u> The statutory six weeks Plan Proposal Comment period would end on Friday 14 <sup>th</sup> August. NKDC would prepare the Plan and all of the supporting documents and submit them to the Independent Examiner who would start his inspection on Monday 24 <sup>th</sup> August.  Following the examination, the examiner would issue a report to NKDC. If the Plan met the basic conditions, the examiner would recommend that the Plan proceed to the referendum stage or might suggest further modifications before it could proceed to referendum.	
08.08.02	<u>Village Hall.:</u> New swings had been ordered. The order was placed with the aim of having the swings delivered and fitted within the school holidays. Mrs Broadbent was to be thanked for her work on this problem. Tentative work to repair the leaking roof over the small kitchen had been completed. The boiler had also been serviced. Thanks were due to Mr Storer for his work on these tasks. A new cheaper electricity provider had been engaged. MC agreed to try another attempt to kill the horsetail that was damaging the tennis court.	Clerk
08.08.03	<u>Highways</u> Our assigned LCC Highways engineer had acknowledged the poor state of the road surface on Moat Lane. He had also noted the large pothole at the top of Mill Hill and the rough surface on Cow Lane. These would become a priority for repair when funds became available.  There was concern about an individual driver who was habitually driving on the grass verge on Cow Lane during the school run since this would eventually damage the verge when wet weather arrived and the ground softened.	Clerk
08.08.04	Consent had given to erect a bus shelter opposite No1 Beck Street. A grant from LCC had been applied for but without reply so far.  The hedge on Moat Lane along the Archdeacon's House needed cutting back as it was obstructing vision at the junction with Beck Street. The	Clerk

<p>08.08.05</p> <p>08.08.06</p> <p>08.08.07</p> <p>08.08.08</p>	<p>clerk was to request her to cut it.</p> <p>There are a number of other hedges in the village that are overhanging footpaths, it was hoped that residents would address this. Some residents are also parking on grass verges. This is preventing the grass cutting contractor from completing his tasks and tending to kill the grass and damage the verge – again, it was hoped that residents would address this.</p> <p><u>Allotments</u> Progress had been made on tidying the allotment area. The orchard had also been tidied. There had been a concern about the welfare of some chickens that had been left in a greenhouse in the hot weather – this had been addressed.</p> <p>There are 3 allotments currently available to rent at £10 per annum per half plot. There was concern about them getting out of hand.</p> <p><u>Castle Hill</u> The Parish Council was satisfied with the strimming and mowing that BDG had completed on Castle Hill. BDG had quoted £300 to do further work on clearing saplings, further mowing and strimming. This would be discussed at the September meeting</p> <p><u>Communications</u> The new Parish Council notice board would hopefully be installed within the next 3 months.</p> <p><u>Compliance and Cluster Group</u> – No updates</p>	<p><u>ACTION</u></p> <p>Clerk</p> <p>Village Residents</p> <p>Clerk / MC</p> <p>Clerk / JL</p>
<p>08.09.00</p>	<p><u>RISK ASSESSMENT</u></p> <p>The council agreed to adopt the new 2015 risk assessment</p>	
<p>08.10.00</p>	<p><u>TO FUND A TOOL ATTACHMENT FOR THE HANDYMAN</u></p> <p>The handyman had requested funding for an attachment to the strimmer to make it more robust and capable in view of the variety of parish tasks required of it. There was concern about this idea and it was decided to invite the handyman to take over the tool on his own account.</p>	
<p>08.11.00</p>	<p><u>INTERNAL AUDITOR'S FEE</u></p> <p>It was agreed to donate £70 to her chosen charity on behalf of the internal auditor in lieu of her fee.</p>	
<p>08.12.00</p>	<p><u>TO DECIDE ACTION ON THE PROPOSED SOLAR PV PANELS</u></p> <p>Since all the implications of the proposed action on solar PV panels for the Village Hall were in doubt it was decided to defer this debate until the next meeting pending clarification of all the issues.</p>	
<p>08.13.00</p>	<p><u>CO-OPTION OF NEW COUNCILLOR</u></p> <p>It was agreed to co opt Mr Stephen Spedding onto the Welbourn Parish Council.</p>	
<p>08.14.00</p>	<p><u>TO REVIEW THE ALLOTMENTS AGREEMENT</u></p>	

	The Clerk and the portfolio holder (MC).were finalizing a new Allotment agreement. A new allotment plan and the new agreement would be sent out to allotment holders in due course for formal acceptance. Allotment holders were to be invited to the next Parish Council meeting in September to give any feedback on the proposed revision.	MC												
08.15.00	<p><u>TO AGREE THE MAINTENANCE TASKS FOR AUGUST</u></p> <p>The following tasks for the handymen were agreed for August/September</p> <ol style="list-style-type: none"> <li>1) Complete hardening the bottom step on the causeway steps.</li> <li>2) Take out the two ash trees by the causeway.</li> <li>3) Tidy the drain at the top of Moat Lane and clear around the road sign so it can be seen.</li> </ol> <p>The Parish Council set a budget of £50 for this work to be completed.</p>	Clerk												
08.16.00	<p><u>CHEQUES</u></p> <p>Payment of the following accounts was approved:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">R Thorpe (maintenance)</td> <td style="text-align: right;">£225.00</td> </tr> <tr> <td style="padding-left: 20px;">BDG Mowing (grass cutting)</td> <td style="text-align: right;">£475.00</td> </tr> <tr> <td style="padding-left: 20px;">P A Orme (warden duties)</td> <td style="text-align: right;">£96.00</td> </tr> <tr> <td style="padding-left: 20px;">G W King and Sons</td> <td style="text-align: right;">£200.00</td> </tr> <tr> <td style="padding-left: 20px;">M McBeath (July wages and expenses)</td> <td style="text-align: right;">£224.29</td> </tr> <tr> <td style="padding-left: 20px;">Grant Thornton (audit fee)</td> <td style="text-align: right;">£120.00</td> </tr> </table>	R Thorpe (maintenance)	£225.00	BDG Mowing (grass cutting)	£475.00	P A Orme (warden duties)	£96.00	G W King and Sons	£200.00	M McBeath (July wages and expenses)	£224.29	Grant Thornton (audit fee)	£120.00	
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08.17.00	<p><u>ITEMS FOR NEXT MEETING</u></p> <p>Solar Panels Finance report Council objectives Dycote Lane embankment update Tree works on Castle Hill Bus shelter update Any planning applications</p>													
08.13.00	<p><u>DATE AND PLACE OF NEXT MEETING</u></p> <p>The next meeting of the Parish Council is due on <b>9th September at 7:30 pm</b> in the Meeting Room.</p>	All												

There being no further matters to discuss, the Chairman duly closed the meeting at 9.20pm.

Copies to: District Councillors Mrs Conway, Mrs Overton, All PC Members, Parish Website.