

**MINUTES OF THE MEETING OF WELBOURN PARISH COUNCIL HELD ON
WEDNESDAY 13th DECEMBER 2017 IN WELBOURN VILLAGE HALL AT 7.30 PM**

PRESENT Councillors Mr. Robert Cross (MC) Chairman
 Mr. John Storer (RS)
 Mr. Stephen Spedding (SSg)
 Mr. Stephen Short (SS)
 Mrs. Maureen Lunn, (ML)
 Mrs. Katie Stark (KS),
 Miss Harriet Huntsman (HH),
 Mr. Robert Gibson (RG)
 Mr. Jake Beaty (JB)
County Councillor Mrs. Marianne Overton. (MO)
 Parish Clerk – Miss. Sarah Brown (SB)

- 12.01.00 **Chairman’s welcome**
 The Chairman, Councillor R. Cross, welcomed everyone to the meeting.
- 12.02.00 **Public forum** **Action**
 There was no representation from the public present.
- 12.03.00 **Acceptance of reasons for absence**
 District Councillor Cat Mills (CM) had sent her apologies for being unable to attend, by email.
- 12.04.00 **Declarations of interest**
 There were no declarations of interest.
- 12.05.00 **Minutes of the previous meeting**
 The Notes of the previous meeting held on the 08th November 2017, copies of which had been circulated previously to members, were accepted as Minutes
 Proposed by Cllr. S. Spedding and seconded by Cllr. K. Stark.
 The Chairman duly signed the minutes.
- 12.06.00 **Police Report**
 There was no police presence but by email: no reported crime since the last meeting.
- 12.07.00 **District and County Matters**
- 12.07.01 **County Councillor Marianne Overton** reported that the District Council budget looks all right, but the County Council budget will need to use more reserves to run the service. They (County Council) are short of funding creating a big hole in the County budget.
- 12.07.02 MO still working to get more funding for the Children’s services.
- 12.07.03 Planning – even with Neighbourhood Plans it is difficult to control. 120 extra houses are planned at Swinderby that were not in the Local Plan.
- 12.07.04 As reported previously, a Rendering Site is proposed at Norton Disney.
- 12.07.05 Mrs. Smith’s cottage at Navenby is being redeveloped using Lottery Funding.
- 12.07.06 At Manor Court the warden has gone, so a rebate is being calculated for residents who continued paying for the service after it was withdrawn.
 There was speculation over the resident’s alarms being taken away, so MO will look into it.
- 12.07.07 MO also has been pushing highways for clearance of the paths next to the A607 to make it safer for pedestrians, especially school children walking to school.
 Another RTA has occurred on the bend shortly before the turn off into Welbourn Village. Highways have been asked to come and view the site again. Hopefully a date

- will be confirmed. Traffic calming requirements need consideration and Cllr. Overton will ask about this aspect on our behalf.
- 12.07.08 **District Councillor Cat Mills** reported by email that the Sleaford West Sustainable Urban Extension is to go ahead.
- 12.07.09 Vouchers are to be won by taking part in a survey on what the Council does and how it preforms. It is part of the consultation on the NK Plan,
- 12.07.10 Resurfacing & reconstruction works are scheduled for A17 in Beckingham.
- 12.07.11 Gritters are at the ready across the county, to keep Lincolnshire moving they are on-call around the clock as the county is expecting to experience prolonged periods of freezing temperatures
- 12.07.12 A complete copy of Councillor C. Mill's report can be read or emailed by contacting the Parish Clerk.
- 12.08.00 **Matters arising from the previous meeting**
See Finance below.
- 12.09.00 **Clerk's Report Appendix A**
All have read the Clerk's report, appendix A. No issues.
- 12.10.00 **Finance**
- 12.10.01 **BT latest bill**
Although it had already been requested some time ago that the two separate bills for the phone line, and the broadband be put onto one bill. BT had not done that, so the phone bill currently stood at £172.92. £40 was a late payment fee and £15 was charged for direct debit refusal. On investigation it was discovered the account was not in the Parish Council's name as it is not a limited company, so it had been registered in Mr. McBeath's name unknowingly to him. To remove his name is impossible without cancelling the contract and starting again which would leave him liable for the remaining 18 months of the contract fees.
It was agreed that we will leave the account set up as it is for now for the remaining time left of the contract. We agreed to investigate setting up a new contract, 3 months before it is due to run out. We will set up a direct debit to pay for the current contract and make a complaint and try to get the late payment fee refunded. Clerk
- 12.10.02 **To agree payment method for future utility bills.**
The Clerk is to investigate what other utility bills could be cheaper if we went on to a direct debit for payment. Clerk
- 12.10.03 **Cheques paid** as stated on **Appendix B**
Cheques to be signed as stated on **Appendix C**
Reviewed and accepted.
- 12.10.04 **Budget 2018/2019**
It was agreed we will start the next meeting early at 7pm to give more time to discuss the budget before the next Parish Council meetings normal start time of 7:30pm on the 10th January 2018. To give everyone time to review a whole year of actual costs so we can accurately budget. The clerk is to update the budget monitor, so it shows the item heading then the budgeted spend followed by the actual amount spent so that it is clearer. Clerk
- 12.11.00 **Compliance with Policies**
After checking it was decided we are not in breach of our policies.
1). All notes are circulated via email, to check they are accurate.
2). All Parish Councilors respond within 7 days to confirm they are happy or to supply corrections. If no response is received it will be assumed there are no objections.
3). Once everyone is agreed on the notes they will go on the website as notes.

4). Once the notes have been approved and ratified, they will be removed from the website and replaced by the Minutes.

5). All appendices will be displayed on the notice board along with notes/minutes.

- 12.11.01 **Standing Orders** to be amended to reflect the above ML
- 12.12.00 **CSW (Community Speed Watch Initiative)**
The Parish Council had received a letter asking if we wanted to join the Community Speed Watch Initiative which is a program being set up by Lincolnshire Police for members of the public to use hand held radars in their parishes.
It was decided to respond yes for now, but to find out more about the program before it starts up in March.
- 12.13.00 **Litter Picking Grant**
The Parish Council obtains yearly grant of £150 for litter picking or to obtain such as bins etc. Some of this has been spent already on a litter pick on the pathway under and beside the bridge on the A607.
- 12.13.01 It was decided to get the handyman to itemize his litter picking work in future.
- 12.13.02 It was also decided to contact NKDC and check if there is any restriction on the number of dog bins we have in the Parish. If not to get prices to obtain another bin to make use of the grant. It was suggested there may be a need for another bin near the kissing gate just past the primary school heading out towards the fields on the stepping out walks. Clerk
- 12.14.00 **Planning Application Reference: 17/1210/FUL**
Proposal: Convert existing outhouse/store into accessible living accommodation.
Location: 19 The Nookin Welbourn Lincoln Lincolnshire LN5 ONE
Decision Notice - approved.
- 12.14.01 **Planning Application Reference: 17/1746/HOUS**
Proposal: Erection of two storey & single storey rear extensions, new access & parking area.
Location: 2-4 Hall Lane, Welbourn, Lincoln, Lincolnshire LN5 0NN
Parish council support the application'
- 12.15.00 **Change in Portfolio Reporting**
It was discussed that if a Parish Councillor wants to bring up something as a portfolio holder, they should make it an agenda point. However, it was felt that if an urgent issue arose it would be brought up under the Portfolio Holder's Report. We wouldn't ignore an important/urgent issue. Clerk will send a reminder to all Councillors before compiling the agenda. Clerk
- 12.15.01 **Portfolio Holders Reports**
- 12.15.02 **Compliance RS**
As minuted above in 11.08.00.
- 12.15.03 **Drains RS**
Sewerage is believed to be contaminating the dyke that runs along the A607 to the north of the village. Councillor Storer has offered to draft a tactful letter to the house affected. RS
- 12.15.04 **Cluster Group**
No updates
- 12.15.05 **Communications KS**
Malcolm McBeath has reported by email that he will repair/replace the light in the old telephone box which houses one of the defibrillators.
- 12.15.06 **Castle Hill SSg**
Thanks to the Chairman for he had mowed and tidied the long grass on the side of the field and had cleared the water course, so it ran free up to and through the grate

next to the High Street to prevent flooding on the roadway.
 Councilor Spedding has volunteered to creosote the fence.

12.15.07 **Environment & Highways MC**
 There had not been as much rat activity seen, compared with previously, so it was decided to wait until the next meeting to see if we need to hire the services of pest control again.

The Clerk will try and obtain another poster from the parishioner who put up the current one next to the Beck seat, regarding sensible feeding of the ducks and then to put in the Two Villages Magazine to try and help alleviate the rat problem.

12.15.07 **Planning ML**
 See above items 11.12.00 and 11.12.01

12.15.08 **Village Hall**
 No updates, heating still working.

12.15.09 **Allotments MC**
 No updates

12.15.10 **Forge**
 No issues.
 Good attendance lately.

12.16.00 **Items for the next meeting**
 - Pest Control
 - Dog/litter bins
 - Budget for 2018-2019

12.17.00 **Date for the next meeting Wednesday 10th January r 2018 at 7.00 pm**
 (note earlier start time to discuss the budget)

Meeting schedule for the coming year

- Wednesday 14th February 2018 at 7.30 pm
- Wednesday 14th March 2018 at 7.30 pm
- Wednesday 11th April 2018 at 7.30 pm
- Wednesday 09th May 2018 – 7 pm Annual Parish Meeting
 7.30 pm Annual Parish Council Meeting

There being no further matters to discuss, the Chairman duly closed the meeting at 9.50pm.

Signed..... Date.....
 Chair, Welbourn Parish Council.

Copies to: District Councillors Mrs. M Overton. Mrs. C. Mills. All PC Members. Parish Website.

Clerk's Report Welbourn Parish Council
December 13th 2017 Meeting

Appendix A

ITEM	DATE	COMMENTS
Finance	17.11.17	Meet with member of Finance Panel to update Accounts/review layout. Update Gateway access
Plum Tree on Castle Hill	20.11.17	Parishioner was concerned over safety risk of a tree. Inspected and reported to Chairman to obtain second opinion.
		Tree safe at present, as split branch had already been removed. Will regularly check and put on support strap.
Clerk Training	21.11.17	New Clerk and Councilior Lunn attended a Lalc training day at Kirby Underwood, which was extremely informative.
Electric cables on Playing field	22.11.17	Two cables have been caught with a mower at the base of one of the disused flood lights, parishioner was concerned they were still live.
		Checked that they were disconnected. Would advise we tape them to pole to stop anyone thinking it is new damage and dangerous.
A607 Road Safety	27.11.17	A parishioner wrote a letter asking the Parish Council to discuss safety measures we could request highways put in place after a car had run off the A607, over the pathway, and into the dip in front of a hedge near the Hall Lane turn off.
		I contacted highways Reference number: 101000241818 and Reference number: 101000241817 to report the missing chevron and missing bend sign. I also asked to meet up with our area Highways Manager for a 'Walk around' to discuss options.
Training	29.11.17	Clerk & Councilior Lunn attended LALC training day which consisted of Data Protection in the morning & Planning in afternoon at Duholme.
Planning	01.11.17	Planning Application 17/1746/HOUS 2-4 Hall Lane Welbourn, received and emailed to all Counciliors.

Appendix B & Appendix C Welbourn Parish Council - Parish Council Meeting 13th December 2017

Financial Input and Output report since the last Parish Council Meeting on 8th November 2017							Appendix B
S106 monies of £10842.73 received Jan. 2017 and £5000 of this donated to the Play & Leisure Project 19.02.17. Remaining £5,842.73p resides in Client D/A. Balances as at 05.12.2017: BMM account £2940.04 Community account £530.91.							
Accounts authorised and paid since the last meeting							
Invoice Date	Item IN	IN	Item OUT	Invoice value	VAT	Total invoice value	Date paid
19.10.17			DCR Electrical LTD (Village Hall heating system repairs).	£2,784.50	£ 556.90	£3,341.40	24.11.17
01.12.17			Total Gas & Power	£47.42	£ 2.38	£49.80	06.12.17
	TOTALS	£0.00	TOTALS	£2,831.92	£ 559.28	£3,391.20	

Financial Input and Output report since the last Parish Council Meeting on 13th December 2017							Appendix C
Accounts to be authorised and paid							
Invoice Date	Item IN	IN	Item OUT	Invoice value	VAT	Total invoice value	Date paid
25.11.17			BT	£150.81	£22.16	£172.97	13.12.17
21.12.17			EON	£90.00	£18.00	£108.00	13.12.17
13.12.17			Total Gas & Power	£7.13	£0.35	£7.48	13.12.17
13.12.17			LALC	£16.00		£16.00	13.12.17
13.12.17			LALC	£16.00		£16.00	13.12.17
13.12.17			Beck Street Bus shelter seat	£30.00		£30.00	13.12.17
			TOTALS	£309.94	£40.51	£350.45	