

MINUTES OF THE MEETING OF WELBOURN PARISH COUNCIL HELD ON  
WEDNESDAY 10<sup>th</sup> JUNE 2015 IN WELBOURN VILLAGE HALL AT 7:50PM

PRESENT

Mr. J.R. Storer (RS)

Chairman

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

Mr Malcolm McBeath

Parish Clerk

Miss Sarah Brown, Mrs Stephanie Thorne.

The council assembled at the allotments initially to refresh their knowledge of them assisted by Ms Brown.

06.01.00	<u>PUBLIC FORUM</u>	<u>ACTION</u>
06.01.01	The police reported two cases of theft and a case of suspected arson.	
06.02.00	<u>ACCEPTANCE OF REASONS FOR ABSENCE</u>	
	Mr Lucas was involved with the Cereals Event as a host. Mrs Conway was attending another official meeting.	
6.03.00	<u>DECLARATIONS OF INTEREST</u>	
	nil	
06.04.00	<u>MINUTES OF THE PREVIOUS MEETING</u>	
	The Minutes of the previous meeting held on 13 May, copies of which had been circulated earlier to members, were approved.	Clerk
06.05.00	<u>MATTERS ARISING FROM THE MINUTES</u>	
06.05.01	The annual insurance policy had been paid: two confirmations had been received plus a belated apology for a lack of a reminder.	
06.05.02	There had not been any suggestions in response to the search for ideas on what to do with the S106 monies, but MC suggested a running track around the playing field. This was a matter for the VFHPFC. Since there had been difficulties with NKDC on what the money could be spent on the clerk was to seek further clarification from NKDC.	Clerk
06.05.03	The shortcut through to Sapperton Field from The Green had been tidied but by whom was unknown.	
06.06.00	<u>COUNTY/DISTRICT COUNCIL MATTERS</u>	
06.06.01	LC advised by letter that the planned expansion of Navenby when taken as a whole was giving cause for serious concern.	
06.07.00	<u>CLERK'S REPORT</u>	
06.07.01	Highways had been requested to write to specified properties about their intruding hedges but there were further cases. The Clerk suggested a generic letter to Two Villages. This was agreed,	Clerk/KS
06.07.02	An alternate contractor had been identified for field hedge cutting next year.	

06.07.03	Historic England had authorized further tree works on Castle Hill.	<u>ACTION</u>
06.08.00	<u>FINANCIAL AND AUDITOR'S REPORT</u>	
06.08.01	The internal auditor had found minor, readily remedied errors in the 14/15FY accounts. However, an item had been erroneously double entered in June but not detected until the audit. More careful, proper checks each month would detect such errors. She liked the current spread sheet but felt that the Minutes lacked clarity and continuity.	
06.08.02	An increase in the annual grass cutting allowance had been obtained from LCC.	
06.08.03	Spending in April had been £4,818, leaving £27,400 in reserves.	
06.09.00	<u>REPORTS FROM PORTFOLIO HOLDERS</u>	
06.09.01	<u>Drains</u> Rats had been seen near The beck. It was suggested they were being encouraged by food dropped on the grass by duck feeders.	
06.09.02	<u>Development Plan</u> 'The Neighbourhood Development Plan was with a Consultant who was overseeing the policies, and should be returned to the Steering Group within two weeks.	
06.09.03	<u>Village Hall</u> The new cooker had been installed in the VH big kitchen. But it was proving difficult to get the specialist central heating plumber to visit. The boiler manufacturer could service the boiler separately but it was felt that this would be unnecessary.	
06.09.04	<u>Communications</u> KS agreed to assist the Clerk with notices and drafts for publication.	
06.10.00	<u>TO DECIDE WHETHER TO GET A NEW CONTRACTOR TO TIDY THE NE BANK OF CASTLE HILL AND TO TREAT THE WEEDS IN THE GRASSED AREA.</u>	
06.10.01	It was agreed that weed treatment of the grass was unnecessary and that the handyman should continue his strimming of the north east bank up to the existing tree group to include sapling removal. The rusty state of the display boards frames was noted.	
06.11.00	<u>TO DISCUSS THE FUTURE OF THE POND</u>	
06.11.01	It was agreed that the current state of the pond was satisfactory and it would be best left for a year to see what developed.	
06.12.00	<u>TO DECIDE WHETHER OR NOT TO APPLY FOR A GRANT FOR SOLAR PV PANELS FOR THE VILLAGE HALL</u>	
	In view of the benefits it was agreed to apply for a grant for solar PV panels for the Village Hall.	Clerk
06.13.00	<u>TO DECIDE NECESSARY MAINTENANCE AND MANAGEMENT ACTIONS OVER THE ALLOTMENTS</u>	
	It was agreed that the front boundary of the plots should be clearly demarcated and that a coded security device be obtained and fitted to the gate. It was necessary to prune the fruit trees more skillfully. The area between the north boundary of allotments and Mr John Francis' field should be cleaned of weeds. RS agreed to request Mr Francis' assistance	KS RS

	in clearing this boundary. The allotment holder agreement should be reviewed and improved and holders invited to renew it. In future, the clerk should issue bills for the annual rent in co-ordination with the portfolio holders.	Clerk/KS
06.14.00	<p><u>TO DISCUSS HOW TO IMPROVE COMMUNICATIONS WITH THE PUBLIC</u></p> <p>The clerk agreed with auditor about the minutes and wanted the council to spot what was missing from the Notes. He was also concerned about the delays inherent in current procedures in getting information to the public.</p> <p>It was agreed that the existing arrangements were adequate if used properly. KS was asked to monitor and advise as appropriate.</p>	KS
06.15.00	<p><u>TO AUTHORISE MEMBERS AND THE CLERK TO GO ON TRAINING COURSES WITH LALC</u></p> <p>It was agreed to join the LALC Annual Training Scheme at the discounted rate of £55 for the current year to enable members and the Clerk to go on such courses as they wished.</p>	Clerk
06.16.00	<p><u>TO CONSIDER THE INTERNAL AUDITOR'S REPORT AND THE ANNUAL GOVERNANCE STATEMENT</u></p> <p>Council accepted the Internal Auditor's recommendations (see 06.08.01) and authorised the signing of the Annual Governance Statement</p>	
06.17.00	<p><u>TO RESOLVE WHETHER OR NOT TO ADVERTISE FOR VOLUNTEERS FOR CO-OPTION TO THE COUNCIL</u></p> <p>It was agreed to to advertise for volunteers for co-option to the council</p>	Clerk
06.18.00	<p><u>TO DECIDE TO APPOINT ONE MORE CHEQUE CO-SIGNATORY</u></p> <p>Mr Lucas and Mrs Lunn were designated as additional cheque co signatories.</p>	Clerk
06.19.00	<p><u>TO CONSIDER FURTHER IDEAS FOR THE USE OF THE BROOK HOUSE SITE MONIES.</u></p>	
06.19.01	See 06.05.02. The clerk would discuss the cutting of an access path into the embankment at the Dycote Lane bridge with Lamyman's manager at their intended meeting the following week.	
06.20.00	<p><u>TO SEEK TO RESOLVE THE PROBLEMS CREATED BY RESIDENTS PARKING ON VERGES.</u></p> <p>Although cars parked on verges tended to obstruct the mowers and damage the grass, this was not considered an issue.</p>	
06.21.00	<p><u>TO AGREE TO TAKE ON A MOLE CATCHER.</u></p> <p>It was agreed to take on a Molecatcher, ideally in conjunction with the VHPFC.</p>	SS/KS/Clerk

06.22.00	<p><u>TO AGREE THE MAINTENANCE TASKS FOR NEXT MONTH.</u></p> <p>It was agreed that the handyman be tasked to complete the infilling of the causeway steps and his strimming of the NW bank of Castle Hill to include removal of all saplings Plus weed clearance off the ditch beside Castle Hill road opposite nos 5 and 5a. Cleaning the orchard should be discussed with BDG.</p>	MC												
06.23.00	<p><u>CHEQUES</u></p> <p>Payment of the following accounts was approved:</p> <table data-bbox="339 510 1203 730"> <tr> <td>BDG Mowing (grass cutting)</td> <td>£295.00</td> </tr> <tr> <td>G W King and sons (church yard)</td> <td>£200.00</td> </tr> <tr> <td>E-on (lights maintenance)</td> <td>£108.00</td> </tr> <tr> <td>P A Orme (warden duties)</td> <td>£96.00</td> </tr> <tr> <td>M McBeath (May wages and expenses)</td> <td>£110.68</td> </tr> <tr> <td>PO Ltd (PAYE McB)</td> <td>£26.80</td> </tr> </table>	BDG Mowing (grass cutting)	£295.00	G W King and sons (church yard)	£200.00	E-on (lights maintenance)	£108.00	P A Orme (warden duties)	£96.00	M McBeath (May wages and expenses)	£110.68	PO Ltd (PAYE McB)	£26.80	
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06.24.00	<p><u>ITEMS FOR NEXT MEETING</u></p> <p>Maintenance tasks</p>													
06.25.00	<p><u>DATE AND PLACE OF NEXT MEETING</u></p> <p>The next meeting of the Parish Council is due on <b>8th</b> July at <b>7:30</b> pm in the Meeting Room</p>	All												

There being no further matters to discuss, the Chairman duly closed the meeting at 9.25pm.

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