

WELBOURN PARISH COUNCIL

MINUTES OF THE MEETING OF WELBOURN PARISH COUNCIL HELD ON WEDNESDAY 11th MAY 2011 IN WELBOURN VILLAGE HALL AT 7:30PM

PRESENT

Mr. J.R. Storer, (RS) Chairman
 District Councillor: Mrs Laura Conway,
 Councillors: Mrs A Walker (AW), Ms S Brown (SB), Mrs Marianne Overton (MO), Mr A
 Copley (TC), Mr R Coxe (RC), Mr M R Cross (MC)
 Mr M McBeath Parish Clerk

Mrs M Lunn and Mr Mark Crosby attended as members of the public.
 The Police were unable to attend but reported by email.

		<u>ACTION</u>
05.01.00	<u>PUBLIC FORUM</u> The Police reported one burglary and thefts of a cycle and a quantity of cable during the previous month.	
05.02.00	<u>ELECTION OF CHAIRMAN AND APPOINTMENT OF VICECHAIR and CHEQUE SIGNATORIES</u> MO was proposed as Chairman but declined. RS was proposed as Chairman and agreed to serve for no more than one year to allow the new members to settle in. After debate, since SS was absent, it was agreed to defer the appointment of Vice Chair. SB and MC were appointed alternative cheque signatories.	Clerk
05.03.00	<u>APOLOGIES</u> BG and SS were on holiday	
05.04.00	<u>DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) ORDER 2007 (SI2007/0559)</u> RS pointed out that he lived opposite one of the sites to be discussed In Affordable Housing. It was not a prejudicial interest. RC acknowledged that he was farm manager for the owner of another of the sites but he did not consider it a prejudicial interest. This was accepted.	
05.05.00	<u>MINUTES OF THE LAST MEETING</u> The minutes of the previous meeting held on Wednesday 13 April 2011, copies of which had been circulated earlier to members, were approved. Proposed SB. Seconded TC.	
05.06.00 05.06.01 05.06.02	<u>MATTERS ARISING FROM THE MINUTES</u> <u>Fence Around Castle Hill</u> The clerk had an estimate from Cliff Villages Property Services to modify/repair the fence behind Castle Hill. This was accepted. <u>Allotment Notice Board</u> The new allotment notice board was in hand.	Clerk AW
05.07.00 05.07.01 05.07.02 05.07.03	<u>COUNTY/DISTRICT COUNCIL MATTERS</u> The Council welcomed Mrs Conway to the meeting as District Councillor. MO reported that NKDC were busy organising themselves following the elections and expected to review their budgets again but she was hopeful that there would be no major changes. She invited all to forward ideas for further cost savings to her. Leadenham had recently been involved in discussion with LCC about improving safety on the footpath to WR school. As Welbourn children were also involved, the Clerk was instructed to liaise on the matter with Leadenham PC via their Clerk to offer support.	Clerk
05.08.00	<u>APPOINTMENT OF NEW PORTFOLIO HOLDERS</u> It was suggested that before portfolio holders were appointed, it would be useful to review each post and update it to ensure that tasks did not overlap. The clerk was tasked with	

	drafting new Terms of Reference for each post.	<u>ACTION</u> Clerk												
05.09.00	<u>CLERK'S REPORT</u>													
05.09.01	<u>Castle Hill Fence</u> See item 05.06.01.													
05.09.02	<u>Dog Fouling</u> The clerk had forwarded the recent witness statement on a dog fouling incident to PC Hanson and had put an article in Two Villages on the issue but had not had any feedback. It was felt that previous action had been successful.													
05.09.03	<u>Internal audit</u> The internal Auditor had signed off the accounts for last year with a few recommendations which were being incorporated into current procedures. Her bill would follow.													
05.09.04	<u>Insurance premium</u> The Clerk had sourced an alternative quote for the annual insurance from a company recommended by the Lincolnshire Association of Local Councils which was £200 cheaper than the quote from the existing insurers.													
05.09.05	<u>Letter from Bill Goodhand</u> Mr Goodhand had written to the Council thanking them for his gift of an inscribed painting in recognition of his long service on the Council.													
05.10.00	<u>FINANCIAL REPORT</u> The Financial Report showed expenditure of £360 for the preceding month with a balance of £28,420. The annual precept had been received.													
05.11.00	<u>APPROVAL OF ANNUAL GOVERNANCE STATEMENT</u> The council reviewed the annual governance statement and agreed that the Council did fulfil its requirements. The clerk emphasised the need to examine the accounts each month for discrepancies. It was agreed that the cheque signatories initial the invoices each month to record that they had been checked.													
05.12.00	<u>REPORTS FROM PORTFOLIO HOLDERS</u>													
05.12.01	<u>Highways, Footways and Drains</u> The fence to Mr Andrews field beside the intended ditch had been recently completed. Work was held up by the need to rearrange the BT telegraph pole and junction box opposite the top of Moat Lane.													
05.12.02	<u>Village matters</u> The Village Hall Committee was very short of volunteers and was de facto being run by the Treasurer and Caretaker.													
05.12.03	<u>Castle Hill</u> We were still waiting for advice from English Heritage (EH) on how best to repair the tractor damage to the Hill. There was no management plan as such pending this and other advice. The EH officer would be invited to the Wild Art day on 21 May to meet us to discuss issues and advise.	SB												
05.13.00	<u>PLANNING MATTERS</u> The Council considered each of the 4 sites offered for Affordable Housing under the headings suggested by NKDC. There was concern that NKDC had its own agenda in this matter and was driven by the need to provide extra housing anyway. There were access and drainage issues for most of the sites. The clerk was to report our observations to NKDC with a view to further consultations.	Clerk												
05.14.00	<u>CHEQUES.</u> Payment of the following cheques was approved: <table style="margin-left: 40px; border: none;"> <tr> <td>Cliff Villages Property Maintenance (Feb – April)</td> <td style="text-align: right;">£230.75</td> </tr> <tr> <td>EON (for footway lighting)</td> <td style="text-align: right;">£179.46</td> </tr> <tr> <td>Ian Batchelor (for cycle play track)</td> <td style="text-align: right;">£1000.00</td> </tr> <tr> <td>Community Consultation Ltd (Annual insurance)</td> <td style="text-align: right;">£628.36</td> </tr> <tr> <td>M McBeath for wages April</td> <td style="text-align: right;">£109.98</td> </tr> <tr> <td>PO - McBeath PAYE</td> <td style="text-align: right;">£27.50</td> </tr> </table> And authorise transfer of £2100 from savings account to current account.	Cliff Villages Property Maintenance (Feb – April)	£230.75	EON (for footway lighting)	£179.46	Ian Batchelor (for cycle play track)	£1000.00	Community Consultation Ltd (Annual insurance)	£628.36	M McBeath for wages April	£109.98	PO - McBeath PAYE	£27.50	
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05.14.00	<u>ITEMS FOR NEXT MEETING</u> Appointment of portfolio holders	All												

	Review of Standing Orders	<u>ACTION</u>
05.15.00	<u>DATE AND PLACE OF NEXT MEETING</u> The date of the next Parish Council Meeting will be Wednesday 8th June 2011 at 7.30 pm in the Village Hall.	All

There being no further matters to discuss, the Chairman duly closed the meeting at 9:08 pm.

Copies to:

District Councillor Conway, All PC Members.

Parish Website