

MINUTES OF THE MEETING OF WELBOURN PARISH COUNCIL HELD ON
WEDNESDAY 9th NOVEMBER 2016 IN WELBOURN VILLAGE HALL AT 7:30 PM

PRESENT

Mr. John Lucas (JL)

Chairman

District Councillor: Mrs Cat Mills (brief visit only)

Councillors: Mrs Maureen Lunn (ML), Mrs Katie Stark (KS), Mr Robert Cross (MC), Mr John Storer (RS), Mr Robert Gibson (BG), Mr Stephen Spedding (SSg)

Mr Malcolm McBeath

Parish Clerk

PCSOs Flannigan and Sharp

11.01.00	<u>PUBLIC FORUM</u>	<u>ACTION</u>
11.01.01	The Police reported the theft of rabbit netting from a field off Pottergate.	
11.02.00	<u>ACCEPTANCE OF REASONS FOR ABSENCE</u> Mrs Overton and Councillor Hunstman were still at work and Mr Short was on holiday.	
11.03.00	<u>DECLARATIONS OF INTEREST</u> Mr Lucas reminded of his interest in the telecoms mast.	
11.04.00	<u>MINUTES OF THE PREVIOUS MEETING</u> The Minutes of the previous meeting held on 12th October, copies of which had been circulated earlier to members, were approved.	Clerk
11.05.00	<u>MATTERS ARISING FROM THE MINUTES</u>	
11.05.01	<u>Castle Hill</u> . Advice from Lincolnshire Wildlife Trust and Historic England (HE) was still awaited on the most appropriate way forward on the care and planting of Castle Hill.	
11.05.02	<u>Emergency Plan</u> Due to pressure of other work, no further time had been possible on the emergency plan.	
11.05.03	<u>Request for Information</u> . Quoting the Freedom of Information Act, (FOI) a parishioner had demanded a copy of the letter about the conduct of the referendum referred to in the October minutes but the Council had taken advice and had established that the letter was properly exempt under the Act and intended to refuse the request.	
11.05.04	<u>Hall lane chimney</u> There were no known new developments over the unlawful chimney in Hall Lane.	
11.06.00	<u>DISTRICT AND COUNTY MATTERS</u>	
11.06.01	Mrs Catherine Mills introduced herself briefly and exchanged contact details.	
11.07.00	<u>CLERK'S REPORT</u>	
11.07.01	The Horkey event had been considered a success. If another was wanted next year, ArtsNK would support it but could not organise it. it had been suggested the PCC might like to take on the role in conjunction with the harvest supper.	

11.07.02	The forge takeover was now delayed by the discovery of an anomaly in the deeds in that originally not all the land had been properly conveyed. NKDC were seeking an easement agreement with the neighbour to ensure free access to all sides of the plot. All the requested repairs had been completed apart from the decayed side fence. A small legal fee was yet to be recovered from NKDC.	<u>ACTION</u>
11.07.03	The clerk was concerned that business completed between meetings was not being recorded in the Minutes since it was getting swamped by other matters and forgotten. It was suggested that he run a diary to ensure all such items were properly minuted.	
11.08.00	<u>FINANCIAL REPORT</u> The financial report showed spending of £836 last month with £24,693 in reserves. Overall spending was within budget although Castle Hill was significantly overspent. The VAT reclaim had been paid as had an annual litter picking grant. The annual grass cutting subsidy had been applied for.	
11.09.00	<u>PORTFOLIO HOLDER'S REPORTS</u>	
11.09.01	<u>Compliance</u> The FOI enquiry had caused significant and instructive research into the issues of transparency and FOI exemptions. Members would be advised of the lessons. The clerk was requested to draft a formal complaints procedure to standardise the handling of such issues.	
11.09.02	<u>Environment and Highways.</u> It had been noted that the parapets on the old railway bridges now carrying footpaths were unduly low. The clerk was to point out the problem to the bridge owners. A resident had installed visibility mirrors in the Nookin. There was concern whether these were legal in a conservation area and whether they required Highway's consent. The clerk was instructed to check. It was noted that the eastern gable of the old manor stables was becoming separated from the main building and the roof. As this is a grade 2 listed building the movement gave cause for concern. The clerk was to write to the manager expressing the council's fears.	clerk Clerk
11.09.03	<u>Drains.</u> It was the appropriate time to remind riparian owners that they are responsible for clearing the drains beside their properties. The clerk was to write to them. The drain on the A607 northbound just north of the rail bridge had apparently not been cleared although work on the badly set drain opposite the car park entrance of SWRA was obviously planned. The clerk would continue to liaise with Highways	
11.09.04	<u>Planning.</u> The council had no comment on tree works at no 8 The Nookin.	
11.09.05	<u>Cluster group.</u> Nil	
11.09.06	<u>Village Hall.</u> nil	
11.09.07	<u>Communications</u> It was suggested that council needed a formal complaints procedure. See 11.09.01 above	
11.09.08	<u>Allotments</u> nil	
11.09.10	<u>Castle Hill.</u> A tree contractor was expected soon to coppice the first hazel clump. The clerk needed an invoice against which to pay the agreed cost of new plants.	
11.09.11	<u>Forge</u> It was hoped to make more of the forge in the new year once the pattern of ownership and cooperation with the Friends of the Forge was	

	clearer.	<u>ACTION</u>
11.10.00	<p><u>TO DISCUSS MAINTENANCE OF THE BECK</u></p> <p>Mr Moon advised the council that he had found a specialist who could advise on the management of the Beck but his fee was not yet known. He had also identified a company who could test and report on the water quality for fee of up to £40. Council agreed that he should go ahead and arrange this. He had also obtained an offer of surplus water lilies from the Petwood Hotel which he could position decoratively in the Beck. Council agreed with the idea.</p>	
11.11.00	<p><u>TO UPDATE ON THE TELECOMS MAST OFFER.</u></p> <p>The VHPFC had discussed the question of a telecommunications mast being placed on the playing field. Before getting into further debate they wanted to check the legal position to see if there were any restrictive covenants in the original deeds. The clerk was to obtain the deeds to check. The mast leasing company intended a scoping visit on 22nd November. It was agreed that once the legal position was understood and the intention was known the proposal would be put to the whole village for approval.</p>	Clerk
11.12.00	<p><u>TO AGREE TO DONATING SOME MONEY TO THE PLAY AND LEISURE EQUIPMENT FUND AND DISCUSS THE APPLICATION TO NKDC FOR CASH FROM OUR S106 FUNDS FOR THAT PURPOSE</u></p>	
11.12.01	The clerk advised that it was lawful for the Council to provide play and leisure equipment for the village either directly or via a local committee but he was concerned about who would be responsible for it long term. ML assured Council that the VHPFC were prepared to manage and support the facility once installed.	
11.12.02	ML stated that she wished to apply for £5000 from the s106 fund towards the costs of the intended play and leisure equipment. Council agreed.	
11.12.03	The clerk had drafted an application to NKDC for the s106 funds. Council approved it.	clerk
11.13.00	<p><u>TO UPDATE THE HANDYMAN SITUATION</u></p> <p>The clerk been unsuccessful in contacting a local jobbing tradesman about him taking on the role of on-call handyman but would continue to enquire.</p>	clerk
11.14.00	<p><u>TO REVIEW A RECENT TREE WORKS APPLICATION IN THE NOOKIN.</u></p> <p>A site visit had been arranged to consider an application to crown lift a tree at the Nookin</p>	all

11.15.00	<u>CHEQUES</u> Payment of the following accounts was approved: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Grant Thornton LLP (annual Audit fee)</td> <td style="text-align: right;">£120.00</td> </tr> <tr> <td style="padding-left: 20px;">Wilkin Chapman LLP (additional search fee re the forge)</td> <td style="text-align: right;">£9.00</td> </tr> <tr> <td style="padding-left: 20px;">BDG mowing (grass cutting)</td> <td style="text-align: right;">£470.00</td> </tr> <tr> <td style="padding-left: 20px;">Royal British Legion(wreath contribution)</td> <td style="text-align: right;">£50.00</td> </tr> <tr> <td style="padding-left: 20px;">M McBeath (October wage)</td> <td style="text-align: right;">£252.82</td> </tr> <tr> <td style="padding-left: 20px;">PO Ltd (McB PAYE)</td> <td style="text-align: right;">£63.20</td> </tr> </table>	Grant Thornton LLP (annual Audit fee)	£120.00	Wilkin Chapman LLP (additional search fee re the forge)	£9.00	BDG mowing (grass cutting)	£470.00	Royal British Legion(wreath contribution)	£50.00	M McBeath (October wage)	£252.82	PO Ltd (McB PAYE)	£63.20	<u>ACTION</u>
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11.16.00	<u>ITEMS FOR NEXT MEETING</u> Forge Complaints procedure Any planning applications. Communications mast.													
11.17.00	<u>DATE AND PLACE OF NEXT MEETING</u> It was agreed to hold the next meeting on 11th January 2017 at 7:30 pm in the Meeting Room.	All												

There being no further matters to discuss, the Chairman duly closed the meeting at 9.15pm.

Copies to: District Councillor Mrs M Overton, All PC Members, Parish Website.