

**MINUTES OF THE MEETING OF WELBOURN PARISH COUNCIL HELD ON
WEDNESDAY 08th November 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. Steven Short (SS)
 Mrs. Maureen Lunn, (ML)
 Mrs. Katie Stark (KS),
 Miss Harriet Huntsman (HH),
 Mr. Robert Gibson (RG)
 Mr. Jake Beaty (JB)
 Parish Clerk – Miss. Sarah Brown (SB)

- 11.01.00 **Public forum** **Action**
Mr. Paul Dinning requested permission to put a track down into the allotments r to get vehicle access. Mr. Dinning offered to cut the Orchard grass and pathways. Also requested permission to distribute 'Your Growing Community' leaflets which NKDC would supply. The Parish Council agreed to the requests.
- 11.02.00 **Acceptance of reasons for absence**
No apologies were received.
- 11.03.00 **Declarations of interest**
There were no declarations of interest.
- 11.04.00 **Minutes of the previous meeting**
The Notes of the previous meeting held on 11th October 2017, copies of which had been circulated previously to members, were accepted as Minutes Proposed by Rod Storer and seconded by Jake Beaty.
The Chairman duly signed the minutes.
- 11.05.00 **Police Report**
There was no police presence but by email:
"I have to report that during the period 13th September –8th November 2017 - there have been 2 recorded crime as follows:
- 11.05.01 **Theft** – Van broken into between 05/10/17 – 1700 and 06/10/17 – 1200 hours on The Green. Tools stolen - Filed detection.
- 11.05.02 **Burglary Dwelling** – House broken into between 16/10/17 – 0900 and 17/10/17 – 1430hours on Castle Hill. Nothing taken – filed detection. "
- 11.06.00 **District and County Matters**
- 11.06.01 **Cat Mills**, District Councillor, reported that the Boundary Commission has set out the revised proposals for new constituency boundaries, with consultation until the 11th December 2017.
- 11.06.02 The proposed changes to the Council Tax Support scheme are out for consultation until the 17th November 2017.
- 11.06.03 NKDC's Corporate Director Phil Roberts has been singled out as a progressive leader within local government housing development.
- 11.06.04 Cat Mills also advised that the Road Safety Partnership may be able to give us information about the costs of speed awareness signs.
- 11.06.05 A Speed Indicator device will be on the Cluster Group agenda.
- 11.06.06 **Marianne Overton** informed that the budget season has started, and she is fighting hard against Universal Credit.

11.06.07	She is likewise working hard on local planning. Marianne also advised to keep reporting highway faults, e.g. potholes.	
11.06.08	The District and County Council are planning to move the rendering site from Skellingthorpe to Norton Disney.	
11.06.09	The Manor Close residents have paid for the electricity used in the community shared building and since it would appear that this is not in their rental agreement, Marianne is looking into this.	
11.07.00	Matters arising from the previous meeting	
11.07.01	Rotten support posts on Castle Hill Not urgent Councilor SSg to obtain a quote.	SSg
11.07.02	Defibrillator, ring around system and CPR training	
11.07.03	Mrs. Sue Beaty by email, requested that her input with CPR / First Aid Training be carried forward to the next meeting to give time to gather more information.	
11.07.04	Katie Stark Councillor, has prepared an explanatory article on CPR training for publication in the next issue of the Two Villages Magazine.	KS
11.07.05	KS Is also awaiting quotes for CPR training with LIVES.	KS
11.07.06	Rats No update from any quarter about rats.	
11.07.07	Moles The Contractor is doing a good job. To budget as a permanent item.	Finance Committee
11.07.08	EON payments S. Brown to find out if we can get it cheaper by direct debit.	SB
11.08.01	Letter from NKDC: Complaints. The Chairman briefed the Council that there had been two complaints raised against a Councillor. The complaints had been dealt with by the Monitoring Officer at NKDC, who advised that NKDC would not be taking any action, therefore the Parish Council supported that view.	
11.08.00	Clerk's Report Appendix A All reviewed. See Appendix A	
11.09.01	Financial report. S. Brown updating the Financial Statement and will send round to Councillors.	Clerk
11.09.02	RS is in the process of getting HH and SB access to the bank accounts as agreed at the last meeting.	RS
11.09.03	HH will investigate employee costs to enable budgeting for 2018/19.	HH
11.09.04	Appendix B & C Cheques paid and to be paid as per appendix B & C were reviewed and accepted.	
11.10.01	Personnel Committee Steven Short, Cllr, appointed as the third member required for the Personnel Committee.	
11.11.01	Planning Application 17/1582/PNTEL Sir William Robertson Academy, Welbourn. Notification of proposed development by telecommunications code systems operators. The Parish Council has no objection.	Clerk
11.12.01	Standing Orders and Policies previously circulated to all Councillors (agenda item 14) were agreed and adopted. For review annually.	
11.13.01	PORTFOLIO HOLDERS' REPORTS.	
11.13.02	Compliance.RS No issues	

- 11.13.03 **Environment and Highways. MC**
- 11.13.04 - Complaint about a hedge in Dycote Lane. Clerk to write to the hedge owner and ask him to sort it out. **Clerk**
- 11.13.05 - Drain at the back of Hal Orchard Lane. J. Francis consulted about it silting up. **MC**
- 11.13.06 - Another inspection of this one metre diameter pipe needed. **MC**
- 11.13.06 - A request to put a wooden handrail on the steps up to the railway embankment in Dycote Lane has been received. In addition, the steps need lining with road planeings.
- 11.13.07 - Brian Wills to be contacted regarding lining the steps with road planeings and installing a handrail. **Clerk**
- 11.13.08 **Drains**
S. Brown has reported the culvert at the bottom of Grave's Hill to Highways.
- 11.13.09 **Planning. ML**
Apart from Planning Application 17/1582/PNTEL as above 11.11.01, nothing to report.
- 11.13.10 **Cluster Group. RG**
No update to report.
- 11.13.11 **Village Hall. KS**
The heating is still working at present. There have been no more leaks from the roof. However, these aspects will be monitored for the foreseeable future.
- 11.13.12 **Communications KS**
Will forward the First Aid Training and 'Goodsam App' article to the Two Villages Magazine. **KS**
- 11.13.13 **Allotments MC**
Covered in the Public Forum
- 11.13.14 **Castle Hill. SSg**
No update.
- 11.13.15 **Forge. JB**
No update.
- 11.14.00 **Cheques to be agreed and signed:**
As per 11.09.04 above see Appendix B & C.
- 11.15.00 **Items for the next meeting**
- CPR / First Aid Training
 - Eon Bank payment type
 - Budget for 2018/19
- 11.16.00 **Date for the next meeting** Wednesday 13th December 2017 at 7.30 pm
- Meeting schedule for the coming year**
- Wednesday 10th January 2018 at 7.30 pm
- 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
November 8th 2017 Meeting

Appendix A

Item	Date	Comment
Horse Chestnut Tree, The Green	18.10.17 & 19.10.17	Branch apparently fell from the chestnut tree on The Green. Photograph taken and sent to Highways.
		Highways acknowledged receipt of email notification. Parishioner kindly removed the fallen branch, Highways informed of this.
	02.11.17	Letter from Highways informing that a Tree Officer will visit and assess the tree in due course.
	08.11.17	Through the Highways portal system email confirmation that no further action will be taken with regard to this tree.
Highways	19th & 24th October 2017	Acting Clerk and newly appointed Clerk attended (respectively) Highways presentation on their updated systems of reporting Highway faults.
Planning	01.11.17	17/1582/PNTEL Prior notification of proposed development by telecommunications code systems operator (telecommunications Mast), sited at Sir Wm. Robertson School, Welbourn. Email from the Company sent to all Councillors.
	02.11.17	Application Reference: 17/1353/HOUS Proposal: Erection of two storey rear extension. 18 HaLL Orchard Lane, Welbourn. Approved.
Handover - Acting Clerk to incoming Clerk	11th October - 08th November 2017	Multiple informative handover sessions between Acting Clerk and Clerk.
Anglian Water	7.11.17	Clerk reported the raw sewage leak from the manhole on the allotment track, call ref:-000054262665. Anglian water inspected site and started work to rectify the problem.
	8.11.17	Anglian water unblocked drain and cleared sewage.
	9.11.17	Anglian water visited site again to use a camera to check for further damage and advised we would be updated after report is written.

Appendix B & Appendix C Welbourn Parish Council - Parish Council Meeting 08th November 2017

Financial Input and Output report since the last Parish Council Meeting on 11th October 2017							Appendix B
Accounts authorised and paid since the last meeting							
Invoice Date	Item IN	IN	Item OUT	Invoice value	VAT	Total invoice value	Date paid
			None prior to Parish Council meeting on 8.11.17.				
	TOTALS	£0.00	TOTALS	£0.00	£0.00	£ -	

Financial Input and Output report since the last Parish Council Meeting on 11th October 2017							Appendix C
Accounts to be authorised and paid							
Invoice Date	Item IN	IN	Item OUT	Invoice value	VAT	Total invoice value	Date paid
13.10.17			GW King & Sons-Church grass cutting	£230.00		£ 230.00	08.11.17
23.10.17			L.A.L.C.	£10.00		£ 10.00	08.11.17
26.10.17			IT equipment (Transparency Fund)	£531.42	£88.57	£ 531.42	08.11.17
28.10.17			B.Wills, hedges, Willow Tree & Litter	£132.00		£ 132.00	08.11.17
28.10.17			GW King & Sons-Church grass cutting	£115.00		£ 115.00	08.11.17
30.10.17			Aveland Pest Solutions Ltd	£200.00	£33.33	£200.00	08.11.17
31.10.17			Bdg mowing contractors	£645.00		£ 645.00	08.11.17
3.11.17			IT equipment (Transparency Fund)	£52.99		£ 52.99	08.11.17
4.11.17			IT equipment (Transparency Fund)	£59.99		£ 59.99	08.11.17
4.11.17			IT equipment (Transparency Fund)	£2.99		£ 2.99	08.11.17
			TOTALS	£1,979.39		£ 1,979.39	