

Welbourn Parish Council Meeting

MINUTES OF THE OF THE MEETING OF WELBOURN PARISH  
COUNCIL HELD ON WEDNESDAY 9 NOVEMBER 2022

IN THE WELBOURN VILLAGE HALL AT 7.30 p.m.

**PRESENT**

<b>Councillors</b> Mr. Robert Cross - Chairman Mr. Rod Storer Mr. Jake Beaty Ms. Harriet Huntsman	Mr. Kevin Dowling Mr Michael Bighi Mr. Chris Dixon District Councillor Mrs Lucille Hagues
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Mr Jim Fieldhouse – Parish Clerk

A Welbourn resident

**Not Present**

Cllr Katie Stark Cllr Stephen Short Cllr Marianne Overton MBE	Mr Daniel Bancroft – Welbourn Parish Responsible Finance Officer
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**1. The Chairman welcomed everyone to the meeting.**

**2. Acceptance of reasons for absence**

Apologies were accepted from Cllr Katie Stark who was working late; Stephen Short who is away; and Cllr Marianne Overton who is attending the COP27 Conference. These reasons were accepted.

**3. Declaration of interest in any matter on the agenda**

No interests were declared.

**4. Notes of the last meeting held on 12 October 2022**

These were proposed by Cllr Kevin Dowling and seconded by Cllr Rod Storer.

**Resolved:** To accept the notes as minutes. The Chair signed the notes as minutes.

**5. Matters Arising (Parish Clerk's Report)**

- a) Firefighting equipment has been installed in Welbourn Forge and the accident book has been delivered.
- b) No response has been received within the given deadline from the allotment holder whose rent is in arrears. A notice to quit then an eviction notice is to be sent.
- c) Arrangements to fix the broken railing around the moat is still outstanding.

- d) Those property owners with hedges that impinge on the footway have been sent letters or requested verbally to trim their hedge back. All have responded with varying degrees of co-operation.
- e) Plant for the Planet Group's response to the Parish Council's comments was read and noted.
- f) The order for the solar panels (PVs) and storage batteries installation at the village hall has been placed with Eagle Electrical. Payment 1 and payment 2 have been made. Written confirmation has been received from the Village Hall and Playing Field Committee confirming their financial contribution. Installation commences later this month.
- g) At Castle Hill, the broken litter bin has been replaced and relocated at the foot of the steps. The broken wooden section of post rail fencing has been repaired and the nearby overgrown vegetation has been cleared from the watercourse.

**6. Public Forum** – No comments received.

## **7. County and District Councillors update**

Cllr Lucille Hagues had nothing further to add to her newsletter which has already been distributed to councillors.

## **8. Current and Future maintenance responsibilities**

**8.1** Two quotes had been requested for the pollarding of 8 willows at Castle Hill. However, only one quote had been received in time for consideration. Another quote will be arranged before a decision is made on how much work to carry out and which contractor to use.

**8.2 Resolved:** The Parish Council authorises spending up to £200 to repair the broken metal railings around part of the moat at Castle Hill.

(Cllr HH arrived 19.51)

**9. Planning Applications:** - None to consider

## **10. Notification of Planning Decisions made by North Kesteven**

**District Council:** None to consider.

(Cllr LH departs 20.00)

## **11. Finance**

The following items were presented by Cllr Storer in the absence of the Responsible Finance Officer:

### **11.1 Accounts value (3 November 2022):**

611: £3940.10	638: £10389.28
772: £18494.35	677: £6525.93
<b>Total:</b>	<b>£39349.66</b>

## 11.2 Bank reconciled: - £0 discrepancy

## 11.3 Payments made since last meeting (14 September 2022):

<input type="checkbox"/> BT Group – (£41.94)	<input type="checkbox"/> LALC – (£12)
<input type="checkbox"/> R C Marshall – (£300)	<input type="checkbox"/> LALC – (£84)
<input type="checkbox"/> Clerk expenses – (£56.89)	<input type="checkbox"/> Total Gas & Power - (£27.92)
<input type="checkbox"/> RFO Pay – (£290.20)	<input type="checkbox"/> Glasdon – (£193.18)
<input type="checkbox"/> Clerk Pay – (£145.10)	<input type="checkbox"/> Bank charges – (£8)
<input type="checkbox"/> HMRC – (£145.30)	<input type="checkbox"/> The Sign Maker – (£236.65)
<input type="checkbox"/> BT Group – (£44.82)	<input type="checkbox"/> E.ON Energy (1) – (£420)
<input type="checkbox"/> G W Kings - (£290)	<input type="checkbox"/> E.ON Energy (2) – (£420)
<input type="checkbox"/> D R Sharpe – (£440)	<input type="checkbox"/> Lindum Fire services – (£130.74)
<input type="checkbox"/> N Power - (£417.35)	

## 11.4 Expected payments before next meeting:

<input type="checkbox"/> E.ON Energy (1) – (£420)	<input type="checkbox"/> D R Sharpe – (£440)
<input type="checkbox"/> RFO Pay – (£290.20)	<input type="checkbox"/> Bank charges – (£8)
<input type="checkbox"/> Clerk Pay – (£290.20)	<input type="checkbox"/> Eagle Electrical – (£5503.14)
<input type="checkbox"/> HMRC – (£145.10)	<input type="checkbox"/> Eagle Electrical – (£11006.28)
<input type="checkbox"/> BT Group – (£41.94)	

## 11.5 Resolved: That these financial reports are noted and accepted.

## 12. Grass cutting grant conditions offered by Lincolnshire County Council

The Parish Council originally had an agreement with Lincolnshire County Council regarding grass cutting arrangements. The arrangement meant that the Parish Council would take partial responsibility for cutting grass on behalf of the County Council. In return the County Council would provide a grant in payment for these services. However, this arrangement lapsed in 2019. Following an initiative from the Chair of the Parish Council, Lincolnshire County Council has agreed to revive the arrangement subject to various conditions.

**Resolved:** That the Parish Council accept the conditions in relation to the revived grass cutting grant and authorises the Responsible Finance Officer to sign the agreement letter on behalf of Welbourn Parish Council.

## 13. Draft budget 2023 – 2024

The following draft budget was considered by the Parish Council: -

### 13.1 Budget 2023-2024

Description	Amount	
Audit & accounting fees	£350.00	
Bank charges	£100.00	
Wages/Salaries	£7,500.00	
Insurance	£800.00	

Grant Awards	£50.00	
Streetlighting (utilities)	£5,000.00	Note 1
Allotments	£100.00	
Parish amenities	£100.00	
Office and general expenses	£500.00	
Tree maintenance	£1,600.00	Note 2
Repairs to Castle Hill bridge	£500.00	
LALC & NALC	£390.00	
LALC website support	£200.00	
Phone and internet	£500.00	Note 3
General maintenance	£2,000.00	
Election expenses	£2,000.00	Note 4
Blacksmith shop	£250.00	
Grass-cutting	£4,500.00	Note 5
Contingency	£1,000.00	
<b>Total expenditure</b>	<b>£27,440.00</b>	

Note 1: The anticipated electricity cost increase proposed by LALC is 50%. The budgeted figure was arrived at by taking our anticipated expense for the year, multiplying it by 1.5 and adding the £700 value of anticipated new bulbs. The new bulbs cost £350 each.

Note 2: Based on recent quotation of pollarding 6 trees in current year. Equal works in both current and next year are anticipated.

Note 3: Anticipated repairs to fence and gate section.

Note 4 – 2023 is an election year for parish councils. The amount budgeted is for a contested election. If nominations for seats to the parish council is equal or less than 9, then an election will not be necessary but North Kesteven District Council will still make a charge which is likely to be a third of this amount.

Note 5 – There is a possibility of increased expense as increased coverage area is necessary for grass cutting grant. Extra expense would be offset by grant in this case.

**13.2 Resolved:** That the Parish Council accepts the draft budget and authorises the Responsible Finance Officer to use this budget in applying for the Parish Council precept.

#### **14. Portfolio holders' update**

14.1 Cllr Michael Bighi intends to contact Sir William Robertson Academy regarding a tree planting idea suggested by Plant for the Planet group.

14.2 Cllr Kevin Dowling expressed concern about the overgrown vegetation choking the stream at Castle Hill. It was agreed that any blocked channel can be opened if necessary.

14.3 No other updates given.

**15. Agenda items for next meeting**

- Review of Portfolio responsibilities.
- Lincolnshire Emergency Planning Unit – suggested for May 2023

**16. Next meeting Wednesday 11 January 2023.**

**17. Meeting closed at 9.15 pm.**

**Signed** .....**Chair**                      **Date** .....

**Copies to:** All Parish Councillors; County & District Councillors.

Parish Council Web Site.

**Future Parish Council Meetings:**

11 January 2023	10 May 2023	13 September 2023
8 February 2023	14 June 2023	11 October 2023
8 March 2023	12 July 2023	8 November 2023
12 April 2023		

**Portfolio Holders 2022 - 23**

Cllr Robert Cross portfolio is Byways/Highways, the Forge and Cliff Cluster group representative.

Cllr Rod Storer has Drainage and is a member of the finance committee.

Cllr Stephen Short has Planning, is Village Hall representative and on the HR committee.

Cllr Katie Stark has communications, HR committee and relief Cliff Cluster representative.

Cllr Jake Beaty has Allotments and Cliff Cluster representative The Forge.

Cllr Kevin Dowling has Castle Hill.

Cllr Harriet Huntsman is a member of the finance committee.

Cllr Chris Dixon is a Village Hall representative.

Cllr Michael Bighi – Schools Liaison