

Welbourn Parish Council Meeting

MINUTES OF THE OF THE MEETING OF WELBOURN PARISH COUNCIL
HELD ON WEDNESDAY 7 MARCH 2023

IN THE WELBOURN VILLAGE HALL AT 7.30 p.m.

PRESENT

Parish Councillors Robert Cross - Chairman Rod Storer Stephen Short	Kevin Dowling Michael Bighi Cllr. Katie Stark
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Mr Jim Fieldhouse – Parish Clerk District Councillor Mrs Lucille Hagues	Two Welbourn residents
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Not Present

Cllr Jake Beaty Cllr Harriet Huntsman County Cllr. Marianne Overton MBE	Mr Daniel Bancroft –Responsible Finance Officer Cllr Chris Dixon
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1. The Chairman welcomed everyone to the meeting.

2. Acceptance of reasons for absence

2.1 Apologies were received from Cllr Harriet Huntsman who had a prior engagement and Cllr Jake Beaty who was detained at work.

3. Declaration of interest in any matter on the agenda: No interests were declared.

4. Notes of the last meeting held on 8 February 2023.

4.1 These were proposed by Cllr Rod Storer and seconded by Cllr Michael Bighi.

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

5. Matters Arising (Parish Clerk's Report)

5.1 The pollarding of the willows at Castle Hill has been delayed as the contractors are awaiting planning permission.

5.2 Amendments to the Parish Council policies agreed at last month meeting will be updated on the Welbourn Parish Council website in April.

5.3 The allotment agreements have been dispatched to allotment tenants. Some agreements still need to be returned.

5.4 The resolution to support the play equipment funding application to FCC has been reviewed by the Parish Clerk, Responsible Finance Officer, and the Chair in accordance with resolution 16.3 from last month's meeting. All are in support of the funding application.

5.5 A letter has been sent from Welbourn Parish Council to the Springwell Solar Farm consultation expressing concern with the development.

6. Public Forum

6.1 A parishioner who currently works for the Navenby Community Speedwatch Team suggested that Community Speedwatch Team be set up in Welbourn. This is especially important following the introduction of the 40-mph speed limit on the A607 through Welbourn.

6.2 Action Point: Parish Clerk to draft an article for the Three Villages Magazine requesting volunteers.

(Cllr Lucille Hagues arrives 19.50)

7. County and District Councillors update

7.1 Councillor Lucille Hagues referred to her March newsletter which has been forwarded to Parish Councillors. She highlighted that North Kesteven District Council lottery grants are available for up to £500 and that the closing date for applications is 31st March 2023. Her newsletter also includes information concerning planned NKDC celebratory events for the coronation of King Charles III. Lastly, photo ID will be required when electors are voting at the local elections on the 4th May 2023.

7.2 Cllr Marianne Overton was absent. Her newsletter has been circulated to Parish Councillors.

8. Community grants play equipment funding application – to request approval for submission of funding application - Cllr Bighi

8.1 Details of the FCC funding application to upgrade the play equipment at Welbourn playing fields had been circulated to Parish Councillors prior to the meeting. Cllr Bighi explained that an extensive consultation had taken place with interested stakeholders and that the Village Hall And Playing Field Committee (VHPFC) were in full support of the application. Of the 3 quotations which were being presented to the Council, Cllr Bighi recommended the Proludic quotation together with Kedel quotation for 3 picnic benches.

8.2 The Parish Councillors asked various questions in connection with the phasing of the funding; the phasing of the Parish Council's contribution; and contractual obligations.

8.3 Resolved: That the Council approves the submission of the FCC grant application to upgrade the play equipment with a maximum contribution of up to £10,750 from the Parish Council.

9. Current and Future maintenance responsibilities

8;1 Cllr Cross informed meeting that grass cutting quotes had been received from two contractors. He notified the meeting of the prices per cut which had been received.

9.2 Resolved: That the lower quotation be accepted on condition that the contractor provides confirmation of £5 million public liability cover.

9.3 Cllr Cross requested approval to instruct a contractor to remove the white timber fencing at the junction of Hall Lane and the A607 and to remove the high branches around the electricity pole at the junction of Moat Lane and the A607.

9.4 Resolved: That a contractor be instructed to carry out this work.

10. Planning Applications: - None to consider

11. Notification of Planning Decisions: -

11.1 Regarding the planning application 23/0140/TCA, The Stables. The Parish Council has no comments to make.

12. Finance - To review bank balances, invoices paid since last meeting since, items to be paid before next meeting and budget comparison:-

12.1 Accounts value (1st March):

HSBC Client A/c 611: £3,908.98 (Forge et al) HSBC Bmm A/c 772: £2,424.20 (For Precept)	HSBC Bmm A/c 638: £8,940.45 (Reserves) HSBC Business C/a 677: £1,912.51 Bank Total: £17,186.14
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12.2 Bank reconciled: £0 discrepancy. (Cllr Dowling confirmed the reconciliation by countersigning the bank statements.)

12.3 Payments made since last meeting (8th February):

<ul style="list-style-type: none">• BT Group – (£43.66)• Bank Charges – (£8.00)• RFO Pay – (£290.20)• Clerk Pay – (£232.20)• HMRC PAYE/NIC – (£57.89)	<ul style="list-style-type: none">• Total Gas & Power – (£14.31)• Expense claim 7 – (£10.17)• Expense claim 8- (£111.98)• Expense claim 9 – (£47.55)• Expense claim 10 – (£44.38)
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12.4 Payment received since last meeting (11th January):

<ul style="list-style-type: none">• Allotment Rent (£40)	
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12.5 Expected payments before next meeting:

<ul style="list-style-type: none">• LALC (Website maintenance) – (£204)• LALC (Annual Training) – (£138)	<ul style="list-style-type: none">• RFO Pay – (£290.20)• Clerk Pay – (£290.20)• EON Lightening Maintenance (£177)• DCR Air Source Heat Pump Service (233.40)
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12.6 Resolved: That these financial reports are noted and accepted.

12.7 Investments – Building Society 100 Day Notice Account (Reserves) – Balance £8972.81.

12.8 Resolved: That Notice to Withdraw £8000 be postponed until a future meeting.

13. Bank account signatories – to approve new signatories

13.1 Cllr Storer is currently the main signatory for the HSBC bank accounts. Cllr Storer gave notice of his intention to stand down at the forthcoming Local Election. A new signatory is therefore required.

13.2 Resolved: That the Parish Clerk (Jim Fieldhouse) be appointed as the replacement main signatory on HSBC accounts.

14. Introduction of Freedom of Information Requests Policy

14.1 A policy on Handling Freedom of Information Requests had been circulated to Parish Councillors prior to the meeting by the Parish Clerk. The policy is based on the standard policy recommended by the Lincolnshire Association of Local Councils.

Resolved: That the Parish Council adopt the Policy on Handling Freedom of Information Requests as recommend by the Parish Clerk.

15. Portfolio Holders Update:

15.1 Cllr Short stated that of the 9 highway faults he had reported to Lincolnshire County Council all but two had been dealt with.

15.2 Regarding the damaged grass verge in North End, this damage has been caused by heavy goods vehicles and not by St Chad's church goers. He requested that no parking notices be removed.

15.3 Action Point: Parish Clerk to remove these notices as soon as possible.

15.4 Cllr Short informed the council that the VHPLC has organised the following coronation celebration events:

- Friday 5th May: - fish and chips supper at The Joiners
- Saturday 6th May: - barn dance at the village hall
- Sunday 7th May: - family picnic at Castle Hill
- Monday 8th May: - volunteer village tidy up

15.5 He suggested that a bench made from recycled materials with a commemorative plaque be installed outside the Post Office in commemoration of the coronation of King Charles III. He asked the Parish Council to fund this installation.

15.6 Resolved: - That the Parish Council fund the installation of a bench made of recyclable plastic together with a commemorative plaque costing no more than £500 in total.

15.7 Cllr Dowling stated that he has now completed assisting the resident who wishes to erect commemorative bench on Castle Hill grounds.

15.8 Cllr Cross highlighted the large accumulation of fallen leaves on the footway around Welbourn Hall.

15.9 Action point: - Parish Clerk to request North Kesteven District Council to remove this accumulation of dead leaves.

16. Next meeting Wednesday 12 April 2023.

Meeting closed at 9.00 pm.

SignedChair **Date**

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

Parish Council Web Site.

Future Parish Council Meetings:

12 April 2023 17 May 2023 14 June 2023	12 July 2023 13 September 2023 11 October 2023	8 November 2023
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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