

Welbourn Parish Council Meeting

MINUTES OF THE OF THE MEETING OF WELBOURN PARISH COUNCIL
HELD ON WEDNESDAY 11 JANUARY 2023

IN THE WELBOURN VILLAGE HALL AT 7.30 p.m.

PRESENT

Parish Councillors Robert Cross - Chairman Rod Storer Jake Beaty Stephen Short	Kevin Dowling Michael Bighi Chris Dixon Katie Stark
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Mr Jim Fieldhouse – Parish Clerk District Councillor Mrs Lucille Hagues	A Welbourn resident County Cllr. Marianne Overton MBE
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Not Present

Cllr. Harriet Huntsman	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

2.1 Apologies were accepted from Cllr Harriet Huntsman who had work commitment. This reason was accepted.

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

4. Notes of the last meeting held on 9 November 2022

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

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 Following the service of the notice to quit on the allotment holder who was in arrears, £80 cash has been received. The account is now up to date.

5.2 The broken railing around Castle Hill has been fixed.

5.3 The solar panels and storage battery installation has now been successfully completed at the village hall. The promised contribution from the Village Hall and Playing Field Committee has been received. The Parish Clerk is now connected to the production monitoring website.

5,4 The Council's May 2023 meeting will now take place on Wednesday 17 May 2023 following the local elections.

6. Public Forum

6.1 A resident asked when the grass cutting contracts were likely to take place. The Parish Clerk advised that this had not yet been decided but is likely before the grass cutting season starts.

7. County and District Councillors update

7.1 Cllr Lucille Hagues referred to her newsletter which had already been distributed to councillors. Small grants to community organisations are available from the Lincolnshire Co-op. More information about this funding scheme can be found at [www.lincolnshire.coop](http://www.lincolnshire.coop/communitychampions) community champions. The scheme closes on the 17th February 2023.

7.2 As chairman of North Kesteven District Council, she is hosting a charity fundraising quiz night on Friday 10th March 2023. (Cllr Hagues left the meeting at 8.00 pm approx.)

7.3 Cllr Marianne Overton (arrived 8.35 pm) referred to her recent newsletter. Arrangements for repairing the county's roads has improved substantially following a change in the management structure at the County Council. The County Council had secured funding to enable low-income households to obtain funding to improve the insulation of their rented or owner-occupied homes.

7.4 The District Council and the County Council are facing a shortfall in funding.

8. Current and Future maintenance responsibilities

8.1 Three quotations were considered in connection with the pollarding of approximately 9 willows at Castle Hill.

8.2 Resolved unanimously that the quote from TJS be accepted.

8.3 The Council discussed the damage to the grass verge at North End. The Clerk explained that a meeting had taken place between the Chairman, representatives from Fen Bay Services and a local resident, to explore possible ways to repair the damage and prevent future damage to the grass verge. Subsequently the Clerk had spoken to St Chads churchwarden who needs to discuss the matter further with the PCC.

8.4 Resolved: That the Parish Clerk find out the latest position about outstanding repair work from Lincolnshire County Council and that the Parish Clerk obtain an update from the churchwarden

9. Planning Applications: - None to consider

10. Notification of Planning Decisions:

10.1 The Council noted that the following decisions had been approved:

- Leadenham Leachgate – approved by Lincolnshire County Council
- Parish Council approval of tree works at The Grange, The Green.

11. Finance - To review bank balances, invoices paid since last meeting since, and items to be paid before next meeting.

11.1 Accounts value (2nd January):

611: £3,903.14 772: £5,424.20	638: £8,900.45 677: £857.47 Total: £19085.26
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11.2 Bank reconciled: £0 discrepancy

11.3 Payments made since last meeting (9th November):

<input type="checkbox"/> Hentons Computer – (£40) – Clerk laptop repair attempt	<input type="checkbox"/> Eagle Electrical – (£5,503.14) – Final payment (25%)
<input type="checkbox"/> Eagle Electrical – (£5,503.14) – First payment (25%)	<input type="checkbox"/> Total gas & Power – (£20.30)
<input type="checkbox"/> Eagle Electrical – (£11,006.28) – Second payment (50%)	<input type="checkbox"/> E.ON Energy – (£181.20)
<input type="checkbox"/> HMRC PAYE/NIC – (£144.90)	<input type="checkbox"/> E.ON Energy – (£420)
<input type="checkbox"/> BT Group – (£43.99)	<input type="checkbox"/> RC Marshall – (£200)
<input type="checkbox"/> DR Sharpe – (£440)	<input type="checkbox"/> BT Group – (£42.66)
<input type="checkbox"/> Clerk Expenses – (£14.80)	<input type="checkbox"/> Bank Charges – (£8)
<input type="checkbox"/> Bank Charges – (£8.00)	<input type="checkbox"/> RFO Pay – (£290.20)
<input type="checkbox"/> RFO Pay – (£290.20)	<input type="checkbox"/> Clerk Pay – (£232.20)
<input type="checkbox"/> G W King – (£290)	<input type="checkbox"/> Expense form 6 – (£249) – Clerk New Laptop
<input type="checkbox"/> Clerk Pay – (£232.20)	<input type="checkbox"/> HMRC PAYE/NIC – (£58)

11.4 Payment received since last meeting (9th November):

- Welbourn Village Hall – (£4920) – Solar panels contribution

11.5 Expected payments before next meeting:

- RFO Pay – (£290.20)
- Clerk Pay – (£290.20)

11.6 Resolved: That these financial reports are noted and accepted.

11.7 The Parish Clerk explained that a resident had emailed requesting clarification concerning Accounts Value information. The Parish Clerk explained that the Council's reserve fund is held separately in an interest-bearing account and is defined as a short-term investment. This is reported in the Annual Audit of Accounts published on the Parish Council's website.

11.8 The new signatories to the Building Society account are Councillors Short and Beaty.

12. Precept 2023 – 2024

12.1 The Council considered the Parish Council Precept Calculator 2023 – 24 for Welbourn Parish. The estimated expenditure for the Parish is £27,440 based on the budget agreed at the Council's November 2022 meeting. Subtracting the estimated income of £246,84 leaves a precept request of £27,193.16.

12.2 Resolved: That the Responsible Finance Officer be instructed to complete The Local Government Finance Act 1992 Precept to a Billing Authority 2023/24 for £27,193.16.

13. Portfolio Holders' Update

13.1 Councillors commented on the amount of dog fouling and inconsiderate parking blocking footpaths and obstructing sight lines.

13.2 Action: Cllr Stark to write an article for Three Villages and a Hamlet highlighting these concerns.

13.3 Councillors expressed concern about the amount of soggy leaves accumulating on the highway in High Street and Hall Lane.

13.4 Action: The Parish Clerk to ask North Kesteven District Council for the schedule of dates the road sweeper is due in the village.

13.5 An allotment has become available. A potential applicant has expressed an interest but is unable to take up the tenancy until 2024.

13.6 A gully in Moat Lane is full and causing the drain to block and leading to the formation of a huge puddle to form.

13.7 Action: The Parish Clerk will ask LCC Highways to unblock the drain.

14. Community Grant for Play Equipment

14.1 Councillor Michael Bighi presented a report outlining the opportunity to apply for a grant of between £2000 and £100,000 for the provision, maintenance or improvement of community facilities. This has become available from the FCC Community Action Fund. The Parish Council is eligible to apply due to its proximity to the Leadenham landfill site. The deadline for applications is the 23rd March 2023. Applications require a match funding contribution of 10.75% of the required amount to qualify. Cllr Bighi proposes that the Council apply for the grant maximum to improve the children's playground facilities on the Village Playing Field. The current facilities are ageing and when compared to neighbouring villages they are very basic. Cllr Bighi requested approval from the Parish Council to explore this matter further with the view to submitting a Funding Application.

14.2 Resolved: That approval be granted to Cllr Bighi to explore this idea further and report back at the next Parish Council meeting.

15. Queens Green Canopy Plaque – Welbourn Primary School

15.1 Cllr Bighi and a village resident have met with the Welbourn Primary School to discuss the planting of a tree in the school grounds to commemorate Queen Elizabeth II. A site has been identified and arrangements for installing the tree are currently being made. The Headteacher is keen to install a commemorative plaque alongside the tree to highlight the significance of the tree to both current and future pupils of the school. The Parish Council has been requested to fund this plaque.

15.2 The Villages Plant Group (formerly known as Plant for the Planet Group) has also requested a plaque as one of the Queens Green Canopy providers.

15.3 Resolved: That the Parish Council agree to fund two suitable plaques costing approximately £53 each as requested.

16. Agenda items for next meeting

- Review of existing Parish Council policies introduced in 2017 and 2018.
- Introduction of a Freedom of Information Request Policy
- Decide on the introduction of a more secure email system.

17. Next meeting Wednesday 8 February 2023.

Meeting closed at 9.25 pm.

SignedChair **Date**

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

Parish Council Web Site.

Future Parish Council Meetings:

8 February 2023 8 March 2023 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