

Welbourn Parish Council
NOTES OF THE OF THE MEETING OF
WELBOURN PARISH COUNCIL MEETING
HELD ON WEDNESDAY 14 JUNE 2023
IN THE WELBOURN VILLAGE HALL AT 7.30 p.m.

PRESENT

Parish Councillors Robert Cross Stephen Short Steve Spedding Mark Crosby	Michael Bighi Katie Stark Marian Smith
---------------------------------------------------------------------------------------------	----------------------------------------------

Mr Jim Fieldhouse – Parish Clerk District Councillor Mrs Lucille Hagues	One Welbourn resident County Cllr. Marianne Overton MBE
----------------------------------------------------------------------------	------------------------------------------------------------

Not Present

Mr Daniel Bancroft – Responsible Finance Officer (RFO)	Cllr Harriet Huntsman Cllr Jake Beaty
-----------------------------------------------------------	------------------------------------------

1. Welcome
2. Acceptance of reasons for absence
 - 2.1 Cllr Harriet Huntsman gave her apologies. This was accepted.
3. Declaration of interest in any matter on the agenda – None given.
4. Notes of the last meeting held on 17 May 2023 to be approved as minutes proposed by Cllr. Bighi and seconded by Cllr. Short
 - 4.1 Resolved:** That these be accepted as minutes.

5. Clerk's Report on matters outstanding

- 5.1 Regarding item 9.2 from the May meeting, the speed indicator device and bracket is now in possession of the Parish Council and located in the Clerk's Office. The next step is to decide on a suitable location to erect the device. This may involve funding the erection of a metal post.
- 5.2 Regarding item 9.3 from the May meeting, the transfer of primary user status is currently being arranged following a face-to-face visit to the HSBC bank by Rod Storer and Jim Fieldhouse on 8 June 2023.
- 5.3 Regarding item 9.4 – an enquiry regarding training arrangements has been sent to Community Speed Watch Team. No response so far.
- 5.4 Regarding 12.2, Lincolnshire County Council (LCC) have applied weed killer to the footway outside the Manor Care Home.
- 5.5 Re item 16.1, the protruding privet hedge has been trimmed back.

5.6 Three email enquiries have been received from a villager regarding the VAT arrangements surrounding the funding application to FCC Communities Foundation and responded to. A further email enquiry is currently being dealt with.

5.7 An update from Plant for the Planet was read out.

6. Public Forum - No comments received.

7. County and District Councillors updates

7.1 Cllr Lucille Hagues recent newsletter has been distributed to Parish Councillors. Cllr Hagues said she had nothing further to add to the contents of her newsletter. (Cllr Hagues left 20.10)

7.2 County Cllr. Marianne Overton's (arrived 20.53) recent newsletter has been circulated to Parish Councillors. She reported the following: -

- LCC has secured £200 million (including £110 million from the Central Government and £83 million from the Infrastructure Levy) The dual carriageway is 5 miles long and has six roundabouts. An extensive consultation process is currently underway.
- The Greater Lincolnshire Plan proposes combining NE Lincolnshire DC, North Lincolnshire DC and LCC in one unitary authority. However, the proposed plan has recently been voted down.
- The Government is proceeding to house 2500 asylum seekers at ex RAF Scampton. This will put pressure on the local housing, healthcare and education.
- LCC is presenting a public defence at the COVID inquiry
- LCC Children's Services have been awarded A*+ plus in their recent audit.

8. Current and future maintenance responsibilities

Cllr Cross advised that the sight line on the northwest side of Castle Hill has been improved following the trimming back of vegetation. A local contractor has been asked to provide costings for:-

- a. Repairing and painting the barrier at the junction of holding and the A607.
- b. Clearing a metre wide strip of vegetation bordering the boundary wall adjacent 6 Castle Hill.
- c. Levelling out the picnic table at Castle Hill open space.

The sight lines at the junction of Mill Hill and Pottergate are obscured.

Action: Clerk to report the issue to LCC.

9. Planning Matters to consider and discuss:

9.1 Notification of Intended Works to Trees in a Conservation Area.

Application reference: 23/0590/TCA

Description of works: T7 Common service berry - Fell and treat stump with eco plugs

Location: 24 High Street, Welbourn, Lincoln, Lincolnshire, LN5 0NH

9.2 Resolved: The Parish Council has no objection to the proposed work.

9.3 Notification of Receipt of Planning Application Planning Application

Reference: 23/0495/LBC

Proposal: Proposed window replacement and installation of 2 x roof skylights and extend roof line Location: Greystone Cottage The Green Welbourn

9.4 Resolved: The Parish Council has no objection to plans to fit new window frames and extension to roof line. The Parish Council requires further details regarding the style and design of the proposed new skylight windows.

9.5 Notification of Receipt of Planning Application Planning Application Reference: 23/0425/HOUS

Proposal: Proposed window replacement and installation of 2 x roof skylights and extend roof line Location: Greystone Cottage The Green Welbourn

9.6 Resolved: The Parish Council has no objection to plans to fit new window frames and extension to roof line. The Parish Council requires further details regarding the style and design of the proposed new skylight windows.

9.7 Notification of Receipt of Amended Plans/ Additional Information Application Reference: 23/0209/HOUS

Proposal: Erection of single storey extension to existing bungalow and erection of detached garage Location: The Lodge Main Road Welbourn

9.8 Resolved: No objection to proposed work.

10. Notifications of Planning Decisions: None to consider.

11. Finance Report (From Responsible Finance Officer):- To review bank balances, invoices paid since last meeting since, items to be paid before next meeting: -

11.1 Accounts value (4 June 2023):

HSBC Client A/c 611: £3,925.18 (Forge et al) HSBC A/c 772: £23,863.82 (For Precept)	HSBC Bmm A/c 638: £8,991.81 (Reserves) HSBC Business C/A 677: £1,888.37 Bank Total: £38,669.18
------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------

The balances on the relevant bank statements were checked and counter signed by Cllr Stark.

11.2 Bank reconciled: £0 discrepancy.

11.3 Payments made since last meeting 17 May 2023

BT Group – (£42.66) Bank charges – (£8.00) GW King (£310) P.A.Ingamells – (£500) Total Gas & Power – (£13.85) Gallagher (AJG Insurance) – (£937.08)	RFO Pay – (£290.20) Clerk Pay – (£232.00) HMRC PAYE/NIC – (£57.88) E.on – (£177) RC Marshall – (£310)
--------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------

11.4 Payment received since last meeting 17 May 2023

Wayleave – (£12.92)	
---------------------	--

11.5 Expected payments before next meeting: 12 July 2023

RFO Pay – (£290.20)	P.A.Ingamells – (£250)
---------------------	------------------------

Clerk Pay – (£290.20)	Andrea Smith – (£45)
-----------------------	----------------------

11.6 Resolved: That Items 11.1 – 11.5 be noted and approved.

11.7 Investments

Melton Building Society Account (Reserves): Balance £8972.81

N.B. A notice to withdraw £8,000 pounds on 26 July 2023 has been placed on this account.

11.8 Internal Audit:

The internal audit was presented to the Parish Council for consideration. It was noted that there are no issues.

11.8 Resolved: That the Parish Council accept the Internal Audit Report for 2022- 23.

11.9 The Parish Clerk stated the Annual Governance Statement & Accounting Statement will be presented for approval at a special AGAR Completion Meeting to be held on Thursday 29 June 2023 at the Meeting Room commencing 7.30 pm. A formal notice will be published in due course.

12. HSBC Bank Mandate update

12.1 Following a meeting with HSBC Bank in Lincoln the Parish Clerk requested that the Parish Council approve the removal of 3 ex - Parish Councillors from the bank mandate and add the following names to the current mandate: Jim Fieldhouse (Parish Clerk); Cllr Harriet Huntsman, Cllr Katie Stark.

12.2 Resolved: That the 3 ex-Parish Councillors be removed from the HSBC Bank mandate and be replaced by Jim Fieldhouse (Parish Clerk); Cllr Harriet Huntsman, Cllr Katie Stark.

13. Welbourn Neighbourhood Plan Review

13.1 The Welbourn Neighbourhood Development Plan (WNDP) was published in 2015. Eighteen months ago, the Parish Council examined the need for a review and sought advice from NKDC. That advice was to wait for the publication of the new Central Lincolnshire Local Plan (CLLP). A discussion ensued which covered the following aspects:-

- The Parish Council needs to understand the requirements of the latest CLLP.
- Understand what additional housing is required in the village to satisfy the requirements of the CLLP.
- To assess whether these additional housing requirements can be accommodated within the existing curtilage of the village.
- If not, to consider amendments to the curtilage.
- To assess whether any funding streams are available to assist with completing the review.
- To assess whether any existing policies in the WNDP need amending.
- To assess whether any new policies need adding to the WNDP.

13.2 Resolved: Members to familiarise themselves with the new CLLP.

13.3 Resolved: To ask NKDC Planning to provide a qualified speaker to advise the Parish Council on important aspects that need to be considered in a light touch review.

14. Emergency Plan Planning

14.1 Following the address to the Annual Parish Meeting by Lee Duke from the Lincolnshire Resilience Forum (LRF), the Parish Council needs to consider as to whether to adopt an Emergency Plan for the village. The LRF have designed a template for a suitable plan. The plan, if adopted needs to be managed and kept up to date by at least three people.

14.2 Resolved: Cllrs Marian Smith and Steve Spedding consider the implications of adopting an Emergency Plan for Welbourn and report back to the Council at the July meeting.

15. Matters raised by parishioners at the Annual Parish Meeting

15.1 A parishioner said that a footpath from Mill Hill to Groves Hill had existed in the 1980s but had since disappeared. She proposed that this footpath be reinstated. The matter was carefully considered.

15.2 Resolved: This matter is outside the jurisdiction of the Parish Council.

15.3 A parishioner suggested a portfolio be created for Nature.

15.4 Resolved: That a Nature Portfolio be created led by Cllrs Smith, Spedding and Bighi.

16. Portfolio Holders Update

16.1 Cllr Crosby advised that a request has been received from a resident at Castle Hill requesting access over the allotment track in order to carry out landscaping works in his back garden. Allotment holders have been advised.

16.2 Resolved: There is no need to repair the broken 5 bar gate as the metal barrier is currently adequate.

16.3 Cllr Spedding suggested that the Council adopt a policy regarding the siting of memorial benches on Castle Hill.

16.4 Resolved: Cllr Spedding to draw up a draft policy for consideration at the July meeting.

17. Agenda items for next meeting: - Consider setting up a Planning Sub Committee

Next meeting:

AGAR Completion Meeting Thursday 29 June 2023

Ordinary Parish Council Meeting Wednesday 12 July 2023

Meeting closed at 9.55 pm.

SignedChair

Date

Copies to: All Parish Councillors; County & District Councillors. Parish Council Web Site.

Future Parish Council Meetings:

12 July 2023 13 September 2023	11 October 2023 8 November 2023
-----------------------------------	------------------------------------

Councillor	Portfolio 1	Portfolio 2 (& 3)
Robert Cross	Byways/Highways	Cliff Cluster Group Rep
Stephen Short	Planning	Human Resources Cttee (& Village Hall Rep)
Harriet Huntsman	Finance Cttee	
Katies Stark	Human Resources Cttee	Finance Cttee (& Communications)
Jake Beaty	Drainage	The Forge
Michael Bighi	Schools Liaison	Cliffe Cluster Group Rep (& Nature)
Marian Smith	Community Safety & Resilience	Nature
Steve Spedding	Castle Hill	Community Safety & Resilience (& Nature)
Mark Crosby	Allotments	Village Hall Rep