

## Welbourn Parish Council

### Welbourn Parish Council Meeting Agenda

**The next meeting of the Parish Council will be held on  
Wednesday 12 July 2023 at 7.30 pm in the  
Meeting Room of Welbourn Village Hall.**

There will be a 15-minute public session at the commencement of the meeting when members of the public may ask questions or make short statements to the Council. Members of the public will be welcome to stay for the remainder of the meeting except for any closed sessions, but they may not speak on any matter after the public session is closed unless invited to do so.

Mr J Fieldhouse

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<https://welbourn.parish.lincolnshire.gov.uk>

#### AGENDA

1. Chairman's welcome
2. Acceptance of reasons for absence
3. Declaration of interest in any matter on the agenda
4. Notes of meetings held on 14 June and 29 June 2023 to be approved as minutes.
5. Consider amendment to 11 January 2023 minute; Item 14.1, fourth sentence, delete "match funding" replace with "Third Party Contribution".
6. Clerk's Report on matters outstanding
7. Public Forum

8. County and District Councillors update

#### **9. Current and future maintenance responsibilities**

#### **10. Planning Matters to consider and discuss:**

Notification of Receipt of Planning Application

Planning Application Reference: 23/0625/HOUS

Proposal: Proposed Two storey side extension and car port

Location: Chestnut Tree Cottage The Heath Wellingore Lincoln Lincolnshire

#### **11. Notifications of Planning Decisions:**

11.1 Application Reference: 23/0391/HOUS

Proposal: Proposed external renovations to include insertion of french doors, erection of a porch, addition of 2no. rooflights to the front elevation, replace the door on the eastern elevation with a window, replace the two small windows on the road side elevation with one larger window and rendering of the single storey extension with white colourless render

Location: 8 North End Welbourn Lincoln

Approved by NKDC

11.2 Application Reference: 23/0390/FUL

Proposal: Conversion of stables to holiday accommodation

Location: 8 North End Welbourn Lincoln

Approved by NKDC

**12. Finance Report** (From Responsible Finance Officer):- To review bank balances, invoices paid since last meeting since, items to be paid before next meeting, and quarter end report regarding spend against budget: -

**12.1 Accounts value (4 July 2023):**

HSBC Client A/c 611: <b>£3,930.02</b> (Forge et al) HSBC A/c 772: <b>£22,363.82</b> (For Precept)	HSBC Bmm A/c 638: <b>£8,991.81</b> (Reserves) HSBC Business C/A 677: <b>£1,850.94</b> Bank Total: <b>£37,136.59</b>
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**12.2 Bank reconciled:** £0 discrepancy.

**12.3 Payments made since last meeting 14 June 2023**

BT Group – (£50.72) Bank charges – (£10.00) GW King - (£310) Total Gas & Power – (£14.31) RFO Pay – (£290.20)	Clerk Pay – (£232.00) HMRC PAYE/NIC – (£58) RC Marshall – (£350) Andrea Smith – (£45)
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**12.4 Expected payments within the next month:**

RFO Pay – (£290.20) Clerk Pay – (£290.20) P.A.Ingamells – (£500) Robert Marshall £80.00	Expense form (J. Fieldhouse) – (£68.04) N. Power – (£450.62) FCC Recycling (UK) Ltd £8,744.49
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**12.5 Quarter 1 budget comparison:**

**Total budget: £27,440**

<b>Anticipated budget spend: £6,860 (03/12)</b>	<b>Actual budget spend: £4,756.40 (31% Under Budget)</b>
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**Spend against budget by area:**

	Budget	Actual	Percentage Difference	Reason
Utilities:	£1,400	£707.18	49% Under	Invoice timing, lower increase than originally anticipated
Grass cutting:	£1,125	£1,620	44% Over	Time of year – more cuts in the summer
General maintenance:	£1,025	£470	54% Under	Larger scale maintenance planned for other quarters
Insurance:	£200	£937.08	468% Over	Annual expense
Financial:	£112.50	£71	37% Under	Large expense anticipated in quarter 2
LALC:	£147.50	£252	71% Over	Annual expenses incurred
Clerk & RFO:	£2,000	£1,741.40	13% Under	

Village hall:	£250	£0	100% Under	
Community projects:	£600	£498	17% Under	Sporadic expenses

## **12.6 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.

## **13. FCC Communities Foundation Application**

To receive an update from Cllr Bighi.

## **14. Welbourn Neighbourhood Plan Review**

To receive an update on the Parish Council's request to NKDC to provide a speaker.

## **15. Emergency Plan Planning**

To receive a report from Cllrs Smith and Spedding on the implications of implementing an Emergency Plan.

## **16. Proposal to set up a Planning Sub Committee**

## **17. HSBC Bank Mandate Update**

A new HSBC Bank mandate resolution is required as HSBC have said that Resolution 12.2 made on 14 June 2023 is insufficient for their purposes.

## **18. Portfolio Holders Update**

## **19. Agenda items for next meeting:**

### **Next meeting:**

Wednesday 13 September 2023

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

### *Future Parish Council Meetings in 2023:*

13 September; 11 October; 8 November.

All meetings to commence at **7.30 pm**