

Welbourn Parish Council
MINUTES OF THE OF THE MEETING OF
WELBOURN PARISH COUNCIL MEETING
HELD ON WEDNESDAY 13 SEPTEMBER 2023
IN THE WELBOURN VILLAGE HALL AT 7.30 p.m.

PRESENT

Parish Councillors Robert Cross Stephen Short Michael Bighi	Katie Stark Jake Beaty Mark Crosby
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Mr Jim Fieldhouse – Parish Clerk	
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Not Present

Mr Daniel Bancroft – Responsible Finance Officer (RFO) Cllr Marian Smith District Councillor Mrs Lucille Hagues	Cllr Steve Spedding Cllr Harriet Huntsman County Cllr. Marianne Overton MBE
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1. Welcome
2. Acceptance of reasons for absence
 - 2.1 Cllrs Spedding, Huntsman and Smith and District Cllr Lucille Hagues gave their apologies. These were accepted.
3. Declaration of interest in any matter on the agenda – The Parish Clerk declared that Item 10.1 relates to his property. No other declarations.
4. Notes of the meeting held on 1 August 2023 were approved as minutes.
Proposed by Cllr. Short and seconded by Cllr. Bighi.
4.1 Resolved: That these be accepted as minutes.
- 5. Clerk’s Report on matters outstanding**
 - 5.1 The Parish Council uses the services of LALC Website Maintenance Service to maintain and update the Parish Council website. The current rate of usage means that the Council will run out of time already purchased on account in just under 3 months. The Clerk requested approval to purchase a further 6 hours of time which will cost £122.40 including VAT.
 - 5.2 The electropads on the two village defibrillators need replacing and will cost £110.80 including VAT.
5.3 Resolved: That the Council approve the expenditure in Items 5.1 and 5.2 above.
 - 5.4 HSBC Bank Lincoln Branch has confirmed that the new banking mandate agreed at the July 2023 meeting has been applied to the Parish Council’s accounts.
 - 5.5 Leadenham Parish Council have requested use of the Speed Indicator Device which Welbourn currently hold. Leadenham Parish Council have been sent an email confirming that it can pick up the device with a suggestion that it be erected near Sir William Robertson Academy.

5.6 The resident living at 7 North End has requested provisional permission to erect a Christmas tree on the grass verge outside the property.

5.7 **Resolved:** The Parish Council is happy to grant provisional consent subject to full details being submitted in due course.

6. Public Forum - No member of the public present.

7. County and District Councillors updates

7.1 Absent, however their monthly newsletters have been received and circulated to Parish Councillors.

8. Current and future maintenance responsibilities

8.1 The work specified at July's meeting has been satisfactorily carried out by a local contractor.

8.2 Cllr Cross noted that there is a large cherry tree located on land owned by the Parish Council on The Green which requires attention.

8.3 Resolved: That the Parish Clerk arranges for specialist reports from tree surgeons as to recommended remedial actions and potential costings.

9. Planning Matters to consider and discuss: None

10. Notifications of Planning Decisions:

10.1 Application Reference: 23/0912/TCA

Intended Works to Trees within a Conservation Area

Location: 48 The Green, Welbourn, Lincoln, Lincolnshire, LN5 0NJ

Description of Works: Sorbus - Remove bough that overhangs the patio to contain growth.

Decision by NKDC: That the Council will not be making a Tree Preservation Order.

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

11.1 Accounts value (4 September 2023):

HSBC Client A/c 611: £3941.41 (Forge et al)	HSBC Bmm A/c 638: £8276.61 (Reserves)
HSBC A/c 772: £17950.95 (For Precept)	HSBC Business C/A 677: £2263.73 Bank Total: £32432.70

11.2 Bank reconciled: £0 discrepancy.

11.3 Payments made since 12 July 2023

RC Marshall – (£80)	RFO Pay – (£290.20)
Expense form (J. Fieldhouse) – (£68.04)	Clerk Pay – (£232.20)
P.A.Ingamells – (£500)	LACL – (£30)
N. Power – (£450.62)	GW King - (£310)
Total Gas & Power – (£13.85)	Total Gas & Power – (£14.31)
BT Group – (£45.91)	BT Group – (£43.74)
FCC Recycling Ltd – (£8744.49)	Bank charges – (£8.00)
Bank charges – (£8.00)	RFO Pay – (£290.20)
HMRC PAYE/NIC – (£58.14)	Clerk Pay – (£232.00)
LALC – (£78)	RC Marshall – (£198)
P.A.Ingamells – (£500)	P.A.Ingamells – (£500)
	E.on – (£177)

11.4 Payments received since last meeting:

Transfer from Melton BS – (£8000)	Allotment rent (Lobley) - (£40)
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11.5 Expected payments within the next month:

RFO Pay – (£290.20)	P.A.Ingamells – (£500)
Clerk Pay – (£232.20)	NKDC – (£86.43)

11.6 Investments

Melton Building Society Account (Reserves): Balance £972.81

11.7 Resolved: That Items 11.1 to 11.6 be noted and approved.

12. FCC Communities Foundation Application

12.1 Cllr Bighi reported that after the Welbourn Parish Council's grant application had been approved by the FCC Board, the FCC Grants Manager raised concerns about the quotation provided by the Council's preferred contractor, as this was higher than the other two quotations. Cllr Bighi explained to the Grants Manager that this was because our preferred contractor had quoted for a double zip wire, whereas the others had quoted for a single zip wire. The FCC Grants Manager then requested revised quotes from the other two contractors to include a double zip wire. When these were obtained, it turned out that the Parish Council's preferred contractor had provided the lowest quotation and this is now accepted by the FCC Grants Manager.

The FCC Grants Manger has requested a signature on the funding agreement. As the Parish Clerk is already named on the grant application, Cllr Bighi requested that the Parish Clerk be made signatory on the funding agreement.

12.2 Resolved: That the Parish Clerk be appointed as signatory to the FCC Funding Agreement for upgrading the play equipment at Welbourn.

13. Welbourn Neighbourhood Plan Review

13.1 Cllr Stark reported that she had been in contact with NK Planning concerning aspects of the Central Lincolnshire Local Plan (CLLP) and how this impacts on the Welbourn Neighbourhood Development Plan 2015 – 2030 (WNDP). The CLLP states that Welbourn needs to provide 17 houses in the plan period. However, as 2 houses have already been built and 15 houses have permission, an NK Planning Officer has advised that there is no strategic need for any more homes in the Welbourn.

13.2 Resolved: That Cllr. Stark will contact NK-Planning to request that it provides a Planning Officer to address the Parish Council on next steps regarding reviewing the WNDP.

14. Emergency Plan Planning

14.1 Cllr Smith was unable to attend the meeting but has advised the Parish Clerk that she will prepare a full report to present to the October meeting.

15. Footpath on south side of The Manor

15.1 Cllr Short noted that this footpath is in a dire state and has been damaged by tree roots located in the grounds of the Manor Care Home. The stone boundary wall is also bulging and requiring urgent repair.

15.2 Resolved: That the Parish Clerk report the damaged footpath to Lincolnshire County Council Highways and that a letter be written to the owners of the Manor Care requesting that the stone wall be repaired.

16. Portfolio Holder Update

16.1 Cllr Crosby reported that Allotments 2 & 2a have still not be tidied up by the tenant who is under notice to quit by 30 September 2023. Another letter has been sent to the tenant requesting that the allotment be tidied up. In the meantime, an advertisement will be placed on the noticeboard regarding the availability of the allotment.

16.2 The fruit trees in the Orchard at the allotments require pruning.

16.3 Action: Parish Clerk to ask Villages Plant if they would be willing to prune these trees.

16.4 Cllr Beaty noted that that one of the fingers of the road sign at the top of Mill Hill has gone missing.

16.5 Action: Parish Clerk to report to LCC Highways.

16.6 Cllr. Cross expressed concern with the state that Taylor Lindsey had left their development site opposite the village shop. He asked that this be put on next month's agenda.

16.7 Resolved: That the condition of the Taylor Lindsey development site be discussed at the October Parish Council meeting.

17. Agenda items for next meeting: - Emergency Planning; Taylor Lindsey Building Site opposite village shop.

Next meeting: 11 October 2023

Meeting closed at 8.33 pm.

SignedChair **Date**

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

Future Parish Council Meetings:

11 October 2023	8 November 2023
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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