

Welbourn Parish Council

MINUTES OF THE OF THE EXTRAORDINARY MEETING OF WELBOURN PARISH
COUNCIL

HELD ON WEDNESDAY 24 JANUARY 2024
IN THE WELBOURN VILLAGE HALL AT 7.30 p.m.

PRESENT

Parish Councillors Robert Cross Mark Crosby	Stephen Short Jake Beaty Steve Spedding
--	---

Mr Jim Fieldhouse – Parish Clerk	Ted Moon – Chair Village Hall & Playing Field Committee (VH&PFC)
----------------------------------	--

Not Present

Cllr Marian Smith Cllr Michael Bighi Cllr Harriet Huntsman Cllr Katie Stark	Mr Daniel Bancroft – Responsible Finance Officer (RFO) Jackie Dwane – Secretary of VH&PFC
--	--

1. Welcome - The Chair welcomed everyone.
2. Acceptance of reasons for absence
 - 2.1 Apologies from Cllrs Smith, Bighi, Stark and Huntsman. These were accepted.
3. Declaration of interest in any matter on the agenda – None declared.
4. Public Forum – No comment received.
5. To discuss and approve a proposal to take over the insurance responsibility for insuring the village hall building and playing field from the Village Hall and Playing Field Committee.
 - 5.1 It has been customary for the Village Hall and Playing Field Committee to fund and arrange the insurance of the village hall buildings and contents and playing field. Prior to the renewal date of the 1st of February 2024, The Village Hall, and Playing Field Committee insurer's, Allied Westminster, asked for proof of insurable interest. The Parish Clerk provided a letter to the Village Hall and Playing Field Committee explaining that the Welbourn Parish Council is the Custodian Trustee of the Village Hall & Playing Field Committee (VH&PFC) appointed under Deed of Trust. This letter was passed on to the insurers. However, Allied Westminster has rejected this letter as proof of insurable interest as they require proof of the existence of the Deed of Trust. The Deed of Trust dated 7 September 1922, was eventually located on 24 January 2024 at the Parish Council's solicitors. The Chair of the VH&PFC stated that a copy of this document will be sent to Allied Westminster as soon as possible. However, the Parish Council and the Chair of VH&PFC expressed concerns as to whether Allied Westminster will accept this as proof of insurable interest.
 - 5.2 Resolved:** That a backup strategy is required to ensure that the Village and Playing Field Committee's insurance arrangements remain valid and effective.
 - 5.3 Following the above resolution the following options were discussed:

- The Welbourn Parish Council takeover responsibility for insuring the village hall and playing field from the VH&PFC with a contribution towards the premium from VH&PFC.
- That the Parish Council instruct its solicitors to draw up a new Deed of Trust urgently to regularise the current position.

5.4 Resolved: That the Parish Council adopts the second option and that the Parish Clerk instruct the Parish Council's Solicitors the draw up a new Deed of Trust. The Council understands that this option is acceptable to the VH&PFC.

5.4 Resolved: That the Parish Clerk provide a letter addressed to the VH&PFC confirming this course of action and requesting that Allied Westminster note in the insurance policy the interests of Welbourn Parish Council as freeholders of the village hall and the playing field. This letter can then be passed on to Allied Westminster as a temporary proof of insurable interest until the new Deed of Trust is completed.

6. Agenda items for next meeting: Emergency Plan, Review and update of responsibilities for village hall maintenance.

Meeting closed at 7.33 pm.

SignedChair **Date**

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

Future Parish Council Meetings:

Dates for 2024 14th of February. 13th of March. 10th of April.	8th of May. 12th of June. 10th of July.	11th of September. 9th of October. 13th of November
--	---	---

Councillor	Portfolio 1	Portfolio 2 (& 3)
Robert Cross	Byways/Highways	Cliff Cluster Group Rep
Stephen Short	Planning	Human Resources Cttee (& VH Rep)
Harriet Huntsman	Finance Cttee	
Katie 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