

Welbourn Parish Council
Welbourn Parish Council Meeting Agenda
The next meeting of the Parish Council will be held on
Wednesday 14 February 2024 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

welbournparishclerk@gmail.com

<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 10 & 24 January 2024 to be approved as minutes.
5. Clerk's Report on matters outstanding (5 mins)
6. Public Forum (15 mins)
7. County and District Councillors update (10 mins)
8. Current and future maintenance responsibilities (5 mins)

9. Planning Matters to consider and discuss:

9.1 Application Reference: 23/0495/LBC

Proposal: Proposed window replacement and extend roof line (revised description)

Location: Greystone Cottage The Green Welbourn

9.2 Application Reference: 23/0425/HOUS

Proposal: Proposed window replacement and extend roof line (revised description)

Location: Greystone Cottage The Green Welbourn

10. Notifications of Planning Decisions: None

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

11.1 Accounts value (4 February 2024):

HSBC Client A/c 611: £3,973.23 (Forge et al)	HSBC Bmm A/c 638: £14.59 (Reserves)
HSBC A/c 772: £8,117.87 (For Precept)	HSBC Business C/A 677: £2,164.23
	Bank Total: £14,269.92

11.2 Bank reconciled: £0 discrepancy.

11.3 Payments made since 10 January 2024

<ul style="list-style-type: none"> • Npower – (£790.30) • Total Gas & Power – (£17.33) • Welbourn VH – (£1029.82) • Kedel – (£522.13) • Proludic Ltd – (£12,463.06) • BT Group – (£121.48) • Clerk Pay – (£426.40) 	<ul style="list-style-type: none"> • RFO Pay – (£484.40) • LALC – (£247.18) • LALC Training – (£150) • T.J.S Tree Service – (£720) • Bank Charges – (£8) • HMRC PAY/NIC – (£75.19) • Expense Claim – (£17.99)
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11.4 Payments received since last meeting:

<ul style="list-style-type: none"> • National Grid £12.92
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11.5 Expected payments within the next meeting (13 March 2024):

<ul style="list-style-type: none"> • RFO Pay – (£352.80) • Clerk Pay – (£352.80) 	<ul style="list-style-type: none"> • Sandbags x 200 – (£144.36) • Gate Latch – (£8.92)
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11.6 Investments

Melton Building Society Account (Reserves): Balance £972.81

11.7 Appointment of Internal Auditor:

The RFO wishes to approach Andrea Smith of Waddington Parish Council to perform the internal audit. The LALC service is inappropriate for this Council as it offers nothing extra, charges a standard amount based on population rather than financial complexity, and is inflexible with regards to timings.

Recommendation: - Appoint Andra Smith to carry out the internal as soon as possible to meet the tight AGAR deadlines.

12. Parish Council Email Address: (RFO)

LALC recommends that parish councils should have a public facing email address which all councillors can access and the public are able to contact. General enquires are currently directed toward the Parish Clerk and often this would still be appropriate. Were the Parish Council to decide to set up such an email account all active councillors would have access.

12.1 Recommendation: - That the Parish Council set up a Parish Council email address.

13. Smart Meter at the Forge: (RFO)

To discuss and respond to a request from Total Energies as to whether to install a smart meter at The Forge.

14. Emergency Plan Update – From the Parish Clerk

15. Springwell Solar Farm:

To discuss recent proposals and agree consultation response.

16. British Sugar Neighbourhood Support application form:

To agree submission of application to fund the repainting of the telephone box (containing the defibrillator).

17. Village Hall Maintenance Responsibilities - Parish Clerk

In view of the necessity to call on extraordinary meeting to discuss the insurance arrangements last month, it might be opportune to carry out a review and update of

the respective maintenance responsibilities of the Parish Council and the Village Hall and Playing Field Committee (VH&PFC).

Recommendation: Review and update of the respective responsibilities for the maintenance of the village hall in partnership with the VH&PFC.

18. Portfolio Holders Update: *(including)*

18.1 To receive an update on the allotments – Cllr Crosby.

18.2 To receive an update on the work of the Welbourn Floods Working Group – Cllr. Beaty.

19. Agenda items for next meeting:

Next meeting:

Wednesday 13th March 2024

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

Future Parish Council Meetings in 2024:

All meetings to commence at **7.30 pm**

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