

Welbourn Parish Council

MINUTES OF WELBOURN PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 31 JULY 2024  
IN THE WELBOURN VILLAGE HALL AT 7.30 p.m.

**PRESENT**

<b>Parish Councillors</b> Robert Cross (Chair) Louise Troy	Mark Crosby Michael Bighi Stephen Short
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Mr Jim Fieldhouse – Parish Clerk	
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**Not Present**

Cllr Harriet Huntsman Cllr Katie Stark Cllr Steve Spedding	Mr Daniel Bancroft – Responsible Finance Officer (RFO)
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1. Chairman's welcome
2. Acceptance of reasons for absence
  - 2.1 Apologies were received from Cllr Stark (family and work commitments), Cllr Spedding (holidays), Daniel Bancroft RFO – (child minding) Cllr. Huntsman (No apologies received). Apologies were accepted from those giving their apologies.
3. Declaration of interest in any matter on the agenda - None declared
4. Notes of meetings held on 10 July 2024 to be approved as minutes. Proposed by Cllr Short and seconded by Cllr Bighi.
  - 4.1 **Resolved:** That these be accepted as minutes of the meeting.
5. To discuss progress and decide the next course of action regarding the proposed grant application to the North Kesteven Rural England Prosperity Fund to fund the following:
  - Repairs to the wooden pedestrian footbridge at Castle Hill
  - Refurbishment of Tennis Courts at Welbourn Playing Field
  - Restoration of Welbourn Village Duck Pond (The Beck)
  - Procurement of 3 x New Benches for these spaces.
- 5.1 Cllr Bighi explained that he had been in discussions with the North Kesteven Grant Manager regarding the proposed submission of a NK Rural England Prosperity Fund application to help fund costs associated with the four items mentioned in Item 5. Three quotes are required for each of the four items mentioned. The application deadline is 14 September 2024. The decision on whether the grant funding application is approved will be made on 18 October 2024 and published on 24 October 2024.

Each contractor will be required to complete the work and submit their invoice by the end of November 2024. The Parish Council is required to pay the contractor in full and then reclaim up to 90% of the cost from the NK Rural England Prosperity Fund

in good time before the fund closes on 31 December 2024. The Parish Council can then reclaim VAT from HMRC.

5.2 The Parish Clerk distributed an advice note from the Responsible Finance Officer and the Parish Clerk which set out all bank balances as at 29 July 2024 and items of unbudgeted expense which the Parish Council could expect to pay for by the end of the financial year.

5.3 The Parish Clerk advised the meeting that long awaited advice from the Environment Agency had arrived by email a few hours before the meeting started. The advice was read out.

**5.4 Resolved:** That the proposed restoration of the pond / beck be postponed and be withdrawn from the NK Rural England Prosperity Fund as the Parish Council is unable to follow this advice within the time constraints for grant funding.

**5.5 Action:** That the Parish Clerk submit an article to the 3 Villages Magazine proposing the establishment of a pond maintenance group within the village,

5.6 This means that a grant application will be submitted to the NK Rural England Prosperity Fund to cover funding:

- Repair to the wooden pedestrian footbridge at Castle Hill
- Tennis Court Refurbishment (excluding repainting which will be done next year)
- Purchase of the following: bench for siting near the tennis court; replacement picnic table at Castle Hill; replacement of old picnic bench at play park; replacement bench seats located outside 1) the Archdeacons House; 2) the village duck pond; 3) outside the meeting room at the village hall; and repairs to the following seats located: a) near the old BT telephone box; b) Bell Tree Green; c) the Lincoln bound bus stop nearest the village shop.

**5.7 Resolved:** The Parish Council gives authority to Councillor Bighi to complete the NK Rural England Prosperity Fund grant application in accordance with the grant requirements using quotes already available and those yet to be received.

6. Items for the next meeting: Trust Deed update; Update on NK Rural England Prosperity Fund application; Village Pond issues.

Signed ..... Date.....  
Chair

Meeting closed at 8.40 pm.

**Next meeting:**

Wednesday 11 September 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*

<b>Dates for 2024</b> 11th of September;	9th of October ; 13th of November.
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<b>Councillor</b>	<b>Portfolio 1</b>	<b>Portfolio 2 (&amp; 3)</b>
Robert Cross	Byways/Highways	Cliff Cluster Group Rep
Stephen Short	Planning & Finance Cttee	Human Resources Cttee (& VH Rep)
Harriet Huntsman	Finance Cttee	
Katie Stark	Human Resources Cttee	Communications (& Planning)
Vacant	Drainage	The Forge
Michael Bighi	Schools Liaison	Nature and Environment
Steve Spedding	Castle Hill	Community Safety & Resilience
Mark Crosby	Allotments	Village Hall Rep
Louise Troy	Health & Welfare	