

Welbourn Parish Council
The next meeting of the Parish Council will be held on
Wednesday 9 July 2025 at 7.30 pm in the
Meeting Room, Welbourn Village Hall.
Agenda

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 the meeting held on 11 June 2025 to be approved as minutes.
- 4a. Correction to minutes of 14 May 2025 – delete "Cllr. Harriet Huntsman" from the list of Parish Councillors present. This was inserted in error and Cllr. Huntsman gave her apologies.
5. Parish Clerk's report.
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 Planning Application Reference: 25/0418/FUL

Proposal: Extension of existing churchyard to include change of use from agricultural land to burial ground

Location: St Chad's Church North End Welbourn Lincoln Lincolnshire

9.2 Application reference: 25/0781/TCA

Description of works: Conifers along the rear garden - Reduce from 15m to 2m.

Trees along the left side of the property – Reduce from 25m to 2m.

Location: Castle Hill Bungalow, 6 Castle Hill, Welbourn, Lincoln

10. Notifications of Planning Decisions:

10.1 Application Reference: 25/0601/HOUS

Proposal: Erection of rear single storey extension

Location: 1 Poplar Court Welbourn Lincoln

Approved by NK Planning

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

11.1 Accounts value (4 July 2025):

HSBC Client A/c 611: £4,262.12 (Forge et al) HSBC A/c 772: £31,326.34 (For Precept)	HSBC Bmm A/c 638: £15,409.43 (Reserves) HSBC Business C/A 677: £1,915.90 Bank Total: £52,913.79
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11.2 Bank reconciled: £0 discrepancy.

11.3 Payments made since 11 June 2025

<ul style="list-style-type: none"> • Clerk Pay – (£324.60) • RFO Pay – (£395) • Expense Claim 33 – (£95.77) • Bank Charges – (£10.50) 	<ul style="list-style-type: none"> • HMRC PAY/NIC – (£91.60) • Total Gas & Power – (£14.27) • BT – (£70.96)
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11.4 Income received since last meeting (11 June 2025):

<ul style="list-style-type: none"> • British Sugar – (£250.00) 	
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11.5 Expected payments before the next meeting (10 September 2025):

<ul style="list-style-type: none"> • RFO Pay – (£405.60) • Clerk Pay – (£405.60) • P Ingamells – (£270) • Cheque (School grant) – (£103.30) • Expense claim 34 (MB Prizes) – (£18.98) 	<ul style="list-style-type: none"> • Clean Courts - (£4,080) • G W King – (£380) • RFO Pay – (£405.60) • Clerk Pay – (£405.60) • P Ingamells – (£270)
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11.6 Expected Income before next meeting (10 September 2025)

<ul style="list-style-type: none"> • Fen Bay Service Ltd - £2,040
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11.6 Quarter end report

Quarter 1

Total budget: £29,203

Anticipated budget spend: £7,300.75 (03/12)

Actual budget spend: £7,979.07 (9.29% Over Budget)

Spend against budget by area:

	Budget	Actual	Percentage Difference	Reason
Utilities:	£1,075	£481.03	55% Under	No Npower invoice so far this financial year (timing issues)
Grass cutting:	£1,262.50	£1,460	15.64% Over	Summer
General maintenance:	£1,055	£0	100% Under	Many annual expenses anticipated (Pond, etc) – Handyman not yet engaged
Insurance:	£260	£1015.76	390% Over	Annual Cost

Financial:	£135	£72.25	46.48% Under	Primarily annual cost
LALC:	£226	£162	28% Under	No courses, etc
Clerk & RFO:	£2,639.75	£2,574.03	2.48% Under	
Village hall:	£375	£2,214	590% Over	Wellers Law group
Community projects:	£12.50	£0	100% Under	Annual Grant

12. To review an ecologist's pre-survey report (second version) on the condition of The Beck (village pond) and agree next steps.

13. To adopt the Council's Prevention of Sexual Harassment Policy.

14. To assess Anglian Water's response to the interruption to the water supply on 22 June 2025 and decide next steps.

15. To consider and approve a Management Agreement between the Welbourn Parish Council and the Welbourn Village Hall and Playing Field Committee.

16. Portfolio Holders Updates.

17. Agenda items for the next meeting; Introduction of IT Policy

Next meeting

Wednesday 10 September 2025

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

Future Parish Council Meetings in 2025: All meetings to commence at **7.30 pm**

10 September	8 October 12 November
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