

Welbourn Parish Council

MINUTES OF WELBOURN PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 9 JULY 2025  
IN THE WELBOURN VILLAGE HALL AT 7.30 p.m.

**PRESENT**

<b>Parish Councillors</b> Robert Cross (Chair) Steve Spedding Louise Troy	Mark Crosby Steve Ralph Katie Stark Michael Bighi
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District Cllr Marianne Overton MBE District Councillor Lucille Hagues	Mr Jim Fieldhouse – Parish Clerk Mr Daniel Bancroft – Responsible Finance Officer (RFO)
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**Not Present**

Cllr. Stephen Short	Cllr. Harriet Huntsman
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1. Chairman's welcome
2. Acceptance of reasons for absence
  - 2.1 Apologies were received from Cllr. Huntsman (holiday) and Cllr. Short (illness). These apologies were accepted.
3. Declaration of interest in any matter on the agenda – None declared.
4. Notes of meeting held on 11 June 2025 to be approved as minutes. Proposed by Cllr Stark and seconded by Cllr Spedding.
  - 4.1 **Resolved:** That these be accepted as minutes of the meeting.
  - 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.
  - 4.2 **Resolved:** Noted and approved.

**5. Parish Clerk's Report**

5.1 Re the following items from the June 2025 meeting:-

- 8.1 – LCC have reviewed the railings at Castle Hill & Beck Street and have decided not to carry out any maintenance work but requested that it be contacted again should the condition of the railings deteriorate significantly.
- 13.2 – The Parish Clerk has received confirmation from the LCC Floods risks Coordinator that the programme of works for the current financial year is unaffected following the change in the leadership of LCC to Reform UK.

5.2 Parish Councillors have been invited by West Local Policing Superintendent to a Zoom meeting on 16 September 2025.

5.3 The £250 funding provided by British Sugar Neighbourhood Funding has been received. This funding enabled paints to be purchased to paint the Frog at the playing field using the winning design from the competition arranged by Cllr Bighi and the Headteacher at Welbourn C of E Primary School. The funds left after the purchase of the paints, were used to purchase prizes for pupils with outstanding

competition entries, and the provision of a cheque for £103.30 for the school to purchase of art supplies. This was with the approval of British Sugar.

**5.4 Resolved:** The Council thanks British Sugar Neighbourhood Funding and all involved at Welbourn C of E Primary School in making this a success.

**6. Public Forum –** No residents were present.

## **7. County and District Councillors update**

**7.1** Cllr. Hagues mentioned that North Kesteven District Council (NKDC) will be introducing a food waste collection scheme to households shortly. *(Cllr. Hagues left the meeting at 20.10 and her newsletter is available to view on the Parish Council website).*

**7.2** *(Cllr. Overton arrived 8.45 pm and her newsletter is available to view on the Parish Council website).* Cllr. Overton highlighted the following issues:-

- Lincolnshire County Council (LCC) has approved £110m towards the North Hykeham Bypass. The road scheme is now going forward.
- The National Planning Inspectorate inquiry regarding the proposed Springwell Solar Farm continues its next phase between 15 – 18 July 2025. She urged residents to speak out against the proposal.
- The NKDC Planning will hear and decide on the Battery Energy Storage System planning applications proposed at Navenby and Coleby on 29 July 2025.
- She has handed in a 500-signature petition on “ Solar on roofs not Farmland” to the Minister for Energy and Net Zero.

## **8. Current and future maintenance responsibilities**

**8.1** The Parish Clerk advised that that the lifebuoy acquired for the village pond and the rules sign for the tennis court refurbishment had not been fitted yet.

**8.2 Action Point:** Cllrs. Bighi and Spedding will organise for these jobs to be completed.

**8.3** Cllr. Short emailed to report that there are some uneven slabs on the pond side of the village hall that require relaying.

**8.4 Action Point:** Parish Clerk to instruct the handyman to relay the uneven slabs.

**8.5** A resident has complained that an overgrown hedge is obscuring the view when pulling out of Moat Lane onto the A607.

**8.6 Action Point:** Cllr. Cross to check and assess the required remedial action.

**8.7** The lime tree on Bell Tree Green is overgrown and partially blocking the footpath.

**8.8 Action Point:** Parish Clerk to arrange light trim of branches.

## **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

**Resolved:** The Council supports this application.

**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

**Resolved:** The Council supports this application.

9.3 Planning Application Reference: 25/0789/DISCON

Proposal: Application to discharge condition 2 (biodiversity & habitat enhancement report) of 21/1879/VARCON

Location: Land Corner of Beck Street/Cow Lane Welbourn Lincoln

**Resolved:** The Council supports the proposal to erect bat boxes but wishes to draw the applicant's attention to biodiversity improvements which could be implemented at The Beck (village pond) which is very close to the development site in question.

#### **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 Bmm A/c 638: £15,409.43 (Reserves)
HSBC A/c 772: £31,326.34 (For Precept)	HSBC Business C/A 677: £1,915.90
	<b>Bank Total: £52,913.79</b>

**11.2 Bank reconciled:** £0 discrepancy.

#### **11.3 Payments made since 11 June 2025**

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

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

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

<ul style="list-style-type: none"><li>• Fen Bay Service Ltd - £2,040</li></ul>
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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

**11.7 Resolved:** That the Council note and approve Items 11.1 – 11.6 above.

11.8 The RFO reported that he is researching funding opportunities to finance the following projects:

- Replacement of visual display system for the village hall.
- Biodiversity improvements to The Beck (village pond).
- Erection of bus shelter.
- Information signs.

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

12.1 Following on from Resolution 12.2 of the 11 June 2025 meeting, the Council considered the ecologist's second pre-survey report dated 25 June 2025 and the notes of a Zoom meeting with the ecologist, the Chair and the Parish Clerk held on 26 June 2025.

**12.2. Resolved:** a) That the Parish Clerk instruct the ecologist to proceed with the survey costing £853.50: b) That the Council investigate funding sources to fund the cost of this survey and the cost of implementing the recommendations.

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

**13.1 Resolved:** The Council implement and adopt this policy forthwith.

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

14.1 The Council discussed the difficulties local residents and the local care homes had experienced following the interruption and the water supply on 22 June 2025.

**14.2 Resolved:** That the Parish Clerk compose a letter addressed to Anglian Water outlining the Council's thoughts and concerns regarding the incident.

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

15.1 Regarding Resolution 17.3 of the 11 June 2025 Parish Council meeting, Wellers Law Group has prepared a draft Management Agreement between Welbourn Parish Council and Welbourn Village Hall and Playing Field Committee. The draft agreement was considered by the Council.

**15.2 Resolved:** That the Council approve the draft agreement pending receiving approval from the Welbourn Village Hall and Playing Field Committee.

16. Portfolio Holders Updates.

16.1 Cllr. Cross has received complaints that vehicles are entering the village via Cow Lane. This is not permitted as there are *No Entry* signs. This is creating a nuisance for pedestrians using Cow Lane.

**Action Point:** Parish Clerk to report the issue to LCC.

16.2 Cllr. Bighi reported that the Parish Council is now eligible to apply for FCC funding. Potential projects were discussed.

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

**Signed .....** **Date.....**

**Chair**

**(Meeting closed at 9.10 pm.)**

### **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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<b>Councillor</b>	<b>Portfolio 1</b>	<b>Portfolio 2 (&amp; 3)</b>
Robert Cross	Byways/Highways	Cliff Cluster Group Rep & The Forge
Stephen Short	Planning & Finance Cttee	Human Resources Cttee (& VH Rep)
Harriet Huntsman	Finance Cttee	
Katie Stark	Human Resources Cttee	Communications (& Planning)
Steve Ralph	Drainage	
Michael Bighi	Schools Liaison	Nature and Environment
Steve Spedding	Castle Hill	Community Safety & Resilience
Mark Crosby	Allotments	Village Hall Rep
Louise Troy	Health & Welfare	