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The **Annual Meeting of the Parish Council** will be held via video conference on **Tuesday 4<sup>th</sup> May 2021 at 7.30pm**. The meeting is open to the public. Prior to the start of the meeting, time will be allowed for members of the public to ask questions or make short statements to the Council. Items not on the agenda will not be debated, but if appropriate, will become an agenda item at the next appropriate meeting. Reports from County and District Councillors and the Police may be given at this time.

**Under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting will be held via video conference.**

**Link to join our Zoom meeting:**

<https://us02web.zoom.us/j/81754368123?pwd=amlveGpYaTJoUmZXbVBRQ0p2T1FuZz09>

**Meeting ID: 817 5436 8123**

**Passcode: 284417**

## **AGENDA**

1. Election of Chairman and sign the declaration of acceptance of office.
2. Election of Vice-Chairman and sign the declaration of acceptance of office.
3. Chairman's welcome and opening remarks.
4. To consider applications for co-option to the vacant seat.
5. To resolve to accept apologies and reasons for absence.
6. **Disclosure of pecuniary interests**  
*Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.*
7. To approve as a correct record the notes of the meeting held via video conference on the 12<sup>th</sup> April 2021 and authorise the Chairman to sign the official minutes.
8. **Clerk's Report**

**9. Financial:**

- a) To receive details of income and expenditure to 30.4.21.
- b) To approve and sign the Council's Annual Governance Statement for the 2020/2021 Annual Return for the financial year ended 31.3.21 prior to submission for external audit.
- c) To approve and sign the Council's Annual Accounting Statements for the 2020/2021 Annual Return for the financial year ended 31.3.21 prior to submission for external audit.
- d) To consider a quote for repairs to the van.
- e) To consider quotes for the Parish Office roof repair.
- f) To consider quotes for the replacement of fascias and soffits to the Parish Office and cleaning of the cladding at the rear of the building.
- g) To consider quotes for alterations to the Parish Office.
- h) To consider a request for a donation from Lincolnshire Lowland Search and Rescue.
- i) To receive the Internal Auditor's report.
- j) Ratification of accounts paid. (List circulated)

**10. Planning:**

- a) To receive the planning report on applications made to WLDC.
- b) To make comments/observations on the following planning application:  
**142816 – 9 Cow Pasture Way** – Application for two storey rear extension including roof lights and install double doors and roof lights to existing garage

**11. To receive reports and notes of meetings from Councillors:**

Councillors are requested to report from meetings they have attended on outside bodies and other organisations at which they have represented the Council including the Village Hall Trust Committee, Welton Moncé Family Twinning Group and Christ's Hospital Endowment Trust.  
Amenities & Services Committee held on 26<sup>th</sup> April 2021

**12. Council and Committees:**

- a) Review of delegation arrangements to committees and staff;
- b) Review Terms of Reference for committees;
- c) Appointment of members to existing committees;
- d) Appointment of any new committees;
- e) Elect Chairmen of committees;
- f) Elect representatives on local groups and organisations and review arrangements for reporting back.
- g) Review Standing Orders and Financial Regulations;
- h) To adopt the General Power of Competence as per the Localism Act 2011;
- i) Review the Assets Register;
- j) Confirmation of arrangements for insurance cover in respect of all insurable risks;
- k) Review of the Council's and staff subscriptions to other bodies;
- l) Review the Council's complaints procedure;
- m) Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation;
- n) Review of the Council's policy for dealing with the press/media;
- o) Review the Council's current policies and procedures;
- p) Review the Council's expenditure incurred under s137 of the Local Government Act 1972 or the general power of competence;
- q) Appoint members to the Grievance, Complaints, Appeals and Personnel panels;
- r) Agree the meetings schedule for July – Dec 2021.
- s) To complete the call for evidence from MHCLG seeking views about the current arrangements for local authorities to meet remotely.

**13. Councillors' Reports:**

Councillors' reports and items for inclusion on the next agenda: Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. ***Councillors are respectfully reminded that this is not an opportunity for debate or decision making.***



Julie Murray, PSLCC  
Clerk to Welton-by-Lincoln Parish Council  
27 April 2021