

Notice is hereby given that a meeting of **Welton-by-Lincoln Parish Council** will be held in the Pavilion, Manor Park Sports Club, Hackthorn Road, Welton, LN2 3PA on **Monday 12th February 2024** commencing at **7.30pm**.

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.

AGENDA

1. Chairman's remarks.
2. To resolve to accept apologies and reasons for absence.
3. **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.
4. To approve as a correct record the notes of the meeting held on the 8th January 2024 and authorise the Chairman to sign as the official minutes.
5. To receive reports from District Councillors.
6. **Clerk's Report**
7. **Financial:**
 - a) To receive details of income and expenditure to 31.1.24.
 - b) To approve as a correct record the notes of the Governance & Finance Committee meeting held on the 23rd October 2023 and authorise the Chairman to sign as the official minutes.
 - c) To approve the Administration Assistant taking CiLCA and the fees of £725.00
 - d) To confirm that the Council meets all the requirements for the Local Council Award Scheme Foundation and Quality Awards, publishing this on their website and agree to apply for the Quality Award, submitting the application in May, and paying the relevant fees.
 - e) To consider renewing membership of LALC and the Annual Training Scheme from 1st April.
 - f) To consider an application for a grant from the Welton Rural District Girl Guides.
 - g) To consider the purchase of Public Liability Insurance for the May Fair.
 - h) To receive the Internal Auditor's monthly and annual reports.
 - i) Ratification of accounts paid. (List circulated)

7. Planning:

- a) To approve as a correct record the notes of the Planning & Development Committee meeting held on the 18th December 2023 and authorise the Chairman to sign as the official minutes.
- b) To receive comments/observations on planning applications submitted to WLDC – list circulated.
- c) To make comments/observations on the following planning applications:
147809 – 10 Ayam Close - Application for extension to garage and single storey rear extension to dwelling to form sunroom.
147767 – 18a Dunholme Road - Application for single storey rear extension and adjustments to existing glazing.

8. 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.

Heritage & Events Committee held on 17th January 2024

Facilities & Recreation Committee held on 22nd January 2024

Amenities & Services Committee held on 29th January 2024

Employment & Personnel Committee held on 5th February 2024

9. Council & Committees:

- a) To decide on a date and format for the Annual Parish Meeting.
- b) To consider the Employment & Personnel Committee taking control of the budget for Staff Costs

10. 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.

11. To resolve to exclude the public and press, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, to allow consideration to be given to the following employment matters:

12. Employment Matters:

- a) To receive recommendations from the Employment & Personnel Committee regarding the wage review for staff with effect from 1st April 2024.
- b) To receive a report and recommendations from the Employment & Personnel Committee on the Clerk's Annual Appraisal and salary review with effect from 1st April 2024.

Julie Murray

Julie Murray, PSLCC

Clerk to Welton-by-Lincoln Parish Council

5 February 2024