

A meeting of Welton-by-Lincoln Parish Council was held via Video Conference on Monday 8th February 2021 at 7.30pm

Present: Cllrs Mrs M Chapman (Vice-Chairman), N Hornsey, R Fletcher, R Pikett, R Lobley, D Callaghan, Mrs S Watson, A Lowen, M Powell and G Briggs

Clerk: Mrs Julie Murray

Also Present: County Cllr Mrs S Rawlins, Leticia Cooper (Administration Assistant) and 1 member of the public

A public participation session took place prior to the official start of the meeting.

21/02/01 Chairman's remarks

The Vice-Chairman welcomed everyone to the first Full Council meeting of 2021.

21/02/02 Apologies

On a proposal from Cllr Mrs Watson, seconded by Cllr Powell, it was unanimously **RESOLVED** following a vote to accept apologies from Cllr Greenway having considered and accepted his reason for absence. Cllr Mrs Grimble was unable to join the meeting due to technical issues. The Police sent apologies.

21/02/03 Co-option

No applications have been received.

21/02/04 Disclosure of pecuniary interests

Cllr Mrs Chapman declared an interest in agenda item 7d relating to the War Memorial Flower Fund grant.

21/02/05 Minutes

On a proposal from Cllr Hornsey, seconded by Cllr Powell, it was unanimously **RESOLVED** following a vote that the notes of the meeting held via video conference on 14th December 2020 were approved and signed as the minutes.

21/02/06 Clerk's Report

The Clerk reported that there is a leak in the flat roof at the rear of the Parish Office, it has a large crack across it and will be obtaining quotes for repair/replacement. In the meantime if it worsens, I may have to use my emergency powers to solve the problem.

21/02/07 Finance Matters

- a) Members received details of income and expenditure to 31.1.21
- b) On a proposal from Cllr Mrs Watson, seconded by Cllr Powell it was **RESOLVED** on a unanimous vote to sign and witness the precept demand of £139,993 for the financial year 2021/2022 for submission to WLDC. This represents a 15.09% decrease for a Band D Property on estimated 2021/22 figures provided by WLDC.
- c) On a proposal from Cllr Pikett, seconded by Cllr Mrs Chapman, it was unanimously **RESOLVED** following a vote to renew the membership of the LALC Annual Training Scheme for 2021/2022.
- d) On a proposal from Cllr Mrs Watson, seconded by Cllr Lowen it was unanimously **RESOLVED** to grant £150.00 to the War Memorial Flower Fund.
- e) Consideration was given for the renewal of the lease on the van and on a proposal from Cllr Mrs Chapman, seconded by Cllr Powell it was **RESOLVED** by a unanimous vote to take out a new lease on a Citroen Dispatch and accept the quote from Citroen Leasing.

- f) On a proposal from Cllr Mrs Watson, seconded by Cllr Powell, it was **RESOLVED** following a unanimous vote to agree the Clerk's attendance at the virtual SLCC Practitioners' Conference in 2021.
- g) A request has been received from **LIVES** for financial assistance. Accounts have been requested in accordance with the Council's Grants Policy and on a proposal from Cllr Hornsey, seconded by Cllr Powell it was unanimously **RESOLVED** following a vote to defer this matter until they had been received.
- h) New blinds for the Parish Office – defer for further quotes to be obtained.
- i) The Internal Auditor's reports were received for December 2020 and January 2021.
- j) On a proposal from Cllr Hornsey, seconded by Cllr Powell it was unanimously **RESOLVED** following a vote to ratify the accounts paid.

51.99	West Lindsey DC	MPK Waste Management	
5.39	Apogee Corporation Ltd	Photocopying charges	
13.20	TV Licensing	Library TV Licence	
165.00	EDF Energy	MPK/Library Electricity A/c	
318.00	Machine & Pitch Maintenance	AGP Sweep	
19.95	Trade UK	Anti climb paint/brushes/WD40	
5.99	Amazon Business	Incident Report Book	
150.00	J Allen	Christ's Hospital Bursary	
761.00	NKDC	MPK/Library non-domestic rates	
85.00	Hallmarque PAT	PO/MPK PAT Testing	
3,844.83	HMRC	PAYE/NI due to 5.1.21	
625.00	The New Window Company	PO Windows - Final payment	
215.00	Vision ICT Ltd	Website hosting & support	
247.75	PSA Finance Ltd	Van lease	
4.17	TalkTalk	PO Mobile	
3.49	Allstar	Admin fee	
76.38	TalkTalk Business	MPK/Library/PO Telephone/Broadband	
36.51	Mrs J Murray	Petty Cash reimbursement	
6,202.60	Wages & Pensions		
13.36	Anglian Water Business Ltd	Allotments Water charges	
51.00	Anglian Water Business Ltd	PO Water charges	
26.66	Trade UK	Wheelbarrow wheel	
12.00	The Window Cleaner	PO Windows	
250.11	Contract Natural Gas Ltd	MPK/Library Gas A/c	
6.50	HSBC	Bank charges	
22.86	EDF Energy	PO Electricity A/c	
1,150.25	Welton FC	Refund for unused AGP/Pitch sessions Nov 2020	
66.60	Premier Education	Refund for unused AGP sessions Nov 2020	
98.80	Mr I Fisher	Refund for unused AGP sessions Nov 2020	
74.10	WS&SC Over 40's	Refund for unused AGP sessions Nov 2020	
216.45	Walking Imps Football	Refund for unused AGP sessions Nov 2020	
98.80	WS&SC Over 35's	Refund for unused AGP sessions Nov 2020	
99.44	E-Quip (Rasen) Ltd	Wheelbarrow/Bolts/Padlock	
10.82	Scothern Nurseries	Tree stakes	
65.00	Lincolnshireplumbing.com	Boiler service at MPK	
45.44	Viking	PPE/Batteries etc.	
29.69	The Site Supply Co Ltd	Hi-vis Fleece for staff member	
39.61	Allstar	Fuel for van	

21/02/08 Planning

- a) The Planning Report recording applications for consultation and decisions made by WLDC since the last meeting had been circulated with the agenda and Cllr Powell read the report.
- b) The following applications have been received for consultation:
 - 142237 – 26 Cliff Road** – two storey rear extension – no comments/observations
 - 142240 – Corner View, 14a Norbeck Lane** – loft conversion and two storey rear extension – no comments/observations

21/02/09 Meetings

Notes from the following meetings were read out:

Facilities & Recreation Committee held on 18th January 2021

Amenities & Services Committee held on 25th January 2021

21/02/10 Council and Committees

- a) Following a discussion it is the preference for the Annual Parish Meeting to take place face-to-face, but if this is not possible then it would be held remotely. It was agreed to ask Jeanette Holden, the Good Neighbourhood Scheme Project Officer to give her presentation for the Good Neighbour Scheme at this meeting as it will reach a wider audience. On a proposal from Cllr Hornsey, seconded by Cllr Powell it was unanimously **RESOLVED** following a vote to set the date for the meeting to be held on Thursday 27th May 2021.
- b) The Clerk has suggested knocking through from her office into the Chairman's office to make one larger space which could be utilised more and will obtain appropriate advice and quotes for alterations to be made.

21/02/11 Good Neighbour Scheme

Unfortunately, the presentation prior to the start of the meeting was unable to take place and the matter will be deferred until after the Annual Parish Meeting.

21/02/12 Councillors' Reports

None

21/02/13 Closed Session

On a proposal from Cllr Mrs Chapman, seconded by Cllr Powell, it was unanimously **RESOLVED** following a vote for the Council to move into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for the following items on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

21/02/14 Employment Matters

- a) On a proposal from Cllr Mrs Chapman , seconded by Cllr Hornsey, it was unanimously **RESOLVED** following a vote to ratify the appointment of Leticia Cooper as the Administration Assistant.
- b) It was agreed that the Clerk will arrange a date in consultation with Cllrs Greenway, Mrs Watson and Powell for the Personnel Panel to meet and carry out her Annual Appraisal, review wages, contracts, etc.
- c) On a proposal from Cllr Mrs Watson, seconded by Cllr Hornsey, it was unanimously **RESOLVED** following a vote to allow members of staff to carry any unused leave entitlement over to next year.
- d) On a proposal from Cllr Lowen, seconded by Cllr Powell, it was **RESOLVED** following a majority vote (9 for, 1 abstention) to employ a second Administration Assistant for 10 hours per week in order to cover the 2 days when the Clerk is currently working alone, holidays and sickness.

The next meeting will take place via video conference on Monday 8th March 2021

Signed: Date:
 Chairman, Welton-by-Lincoln Parish Council