

The Annual Meeting of Welton-by-Lincoln Parish Council was held via video conference on Tuesday 4th May 2021 at 7.30pm

Present: Cllrs A Greenway (Chairman), Mrs M Chapman, Mrs S Watson, R Lobley, M Powell, R Fletcher, C Seal, G Briggs, N Hornsey and Mrs C Grimble

Also present: District Cllr S England and 1 member of the public

Clerk: Mrs Julie Murray

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

21/05/01 Election of Chairman

On a proposal from Cllr Greenway, seconded by Cllr Lobley it was **RESOLVED** by a unanimous vote that Cllr Greenway is elected Chairman and signed the Declaration of Acceptance of Office.

21/05/02 Election of Vice-Chairman

On a proposal from Cllr Greenway, seconded by Cllr Lobley it was **RESOLVED** by a unanimous vote that Cllr Mrs Chapman is elected Vice-Chairman and signed the Declaration of Acceptance of Office.

21/05/03 Chairman's Welcome and opening remarks

The Chairman welcomed everyone to the meeting and welcomed new councillor Craig Seal.

21/05/04 Co-option

No applications have been received.

21/05/05 Apologies

On a proposal from Cllr Powell, seconded by Cllr Lobley it was unanimously **RESOLVED**, following a vote, to accept apologies from Cllrs Pikett and Lowen having considered and accepted their reasons for absence. Apologies were also received from County Cllr S Rawlins and the Police.

21/05/06 Disclosure of pecuniary interests

None

21/05/07 Minutes

On a proposal from Cllr Fletcher, seconded by Cllr Briggs it was unanimously **RESOLVED** following a vote that the notes of the meeting held on 12th April 2021 were approved and signed as the minutes.

21/05/08 Clerk's Report

Meeting Remotely - The Hertfordshire County Council case was heard at the High Court on 21 April. The High Court has concluded that existing legislation specifies that council meetings must take place in person at a single, specified, geographical location and being "present" at such a meeting involves physical presence at that location. Regulations which have allowed local authorities to meet remotely during the Covid-19 pandemic do not apply to meetings after 6th May, and the Government has concluded that it is not possible to secure primary legislation to extend the regulations to meetings beyond this date.

21/05/09 Financial

a) Members received details of income and expenditure to 30.4.21

b) On a proposal from Cllr Hornsey, seconded by Cllr Powell it was unanimously **RESOLVED** that the Annual Governance Statement for 2020/21 was approved as correct and signed by the Chairman and Clerk and will be submitted to the External Auditor.

- c) On a proposal from Cllr Fletcher, seconded by Cllr Hornsey it was unanimously **RESOLVED** that the Annual Accounting Statement for 2020/21 was approved as correct and signed by the Chairman and Clerk and will be submitted to the External Auditor.
- d) Repairs to the van – On a proposal from Cllr Greenway, seconded by Cllr Powell it was unanimously **RESOLVED** that the quote is accepted from Cherry Willingham Bodyworks for £250.00 + VAT.
- e) Parish Office roof repair – On a proposal from Cllr Greenway, seconded by Cllr Hornsey it was unanimously **RESOLVED** that the quote is accepted from J Timms Roofing for £1,530.
- f) Replacement of facias and soffits to the Parish Office and cleaning of the cladding at the rear of the building – Deferred as waiting for quotes.

51.99	West Lindsey DC	MPK Waste Management
11.39	TV Licensing	Library TV Licence
165.00	EDF Energy	MPK/Library Electricity A/c
10.00	Welton Paper Shop	Mobile top-up - Library
12.00	Smarty	Portable wi-fi monthly fee
10.00	Welton Paper Shop	Mobile top-up - Staff
247.75	PSA Finance Ltd	Van lease
140.00	Lincolnshire Assoc of Local Councils	Annual Training Scheme
757.44	Lincolnshire Assoc of Local Councils	Annual Subscription
698.60	North Kesteven District Council	PO Non-domestic rates
760.75	North Kesteven District Council	MPK Non-domestic rates
260.00	RBS Ltd	Annual Licence and Support fees
180.00	Vision ICT Ltd	Annual fee for .gov email A/cs
344.00	SLCC	Annual Membership fee
552.98	Glendale Countryside Ltd	Village/MPK Grass cutting
75.05	ESPO	Step ladder/step stool/files
202.50	The Play Inspection Company	Annual Play Equipment Inspections
225.00	Lincolnshire County Council	Library Direction Sign
1,483.24	Chimera Tek	New Laptops for Library
11.72	Anglian Water Business (National) Ltd	Allotment Water Charges
69.92	Anglian Water Business (National) Ltd	PO Water Charges
4.17	TalkTalk	PO Mobile
3.49	Allstar	Admin fee
75.90	TalkTalk Business	PO/MPK/Library Telephone/Broadband
29.84	E-on	Electricity A/c - Christmas lights/lampposts
7,128.23	Wages & Pensions	
3,685.00	Glendale Countryside Ltd	Tree works
12.00	The Window Cleaner	PO Windows
219.01	CNG Ltd	MPK Gas A/c
6.94	HSBC	Bank Charges
39.02	Allstar	Fuel for van
1.50	Allstar	Admin fee
176.55	Nest Pensions	Staff Pensions
97.14	EDF Energy	PO Electricity A/c
97.97	Firestop Services Ltd	PO Annual Fire Extinguisher Check
67.20	Viking	PPE/Cleaning materials/Catering supplies
186.19	Trade UK	Sander/discs/PPE Workwear/Secateurs

- g) Alterations to the offices and kitchen in the Parish Office – On a proposal from Cllr Greenway, seconded by Cllr Powell it was unanimously **RESOLVED** that the quote is accepted from Dave Raw for £550.00 to carry out the alterations to the office and on a proposal from Cllr Greenway, seconded by Cllr Hornsey it was **RESOLVED** following a unanimous vote that the quote is accepted from Champion Kitchens for £1,665.00 for work to the kitchen area.
- h) Request for a donation from Lincolnshire Lowland Search and Rescue – the Clerk has requested audited accounts - defer until they have been received.
- i) The Internal Auditor’s report was received.
- j) On a proposal from Cllr Greenway, seconded by Cllr Powell, it was unanimously **RESOLVED** following a vote to ratify the accounts paid.

21/05/10 Planning

- a) Cllr Powell read out the planning report:
- Planning Permission Granted on:**
142240 – Corner View 14a Norbeck Lane – loft conversion and two storey rear extension
142614 – The Meadows Phase 1 Lincoln Road/Honeyholes Lane Dunholme - to vary condition 10 of planning permission 133865 granted 03.01.17-amended site layout and house types being variation of condition 10 of planning permission 137819 granted 25 July 2018-additional parking
- Planning Permission Refused on:**
142480 – 8 Sudbeck Lane - to erect 1no. dwelling with associated garaging and landscaping
- b) **142816 – 9 Cow Pasture Way** – two storey rear extension including roof lights and install double doors and roof lights to existing garage – No comments/observations

21/05/11 Meetings

- a) No reports were given
- b) Notes were read out from the Amenities & Services Committee meeting held on 26th April

Cllr Mrs Chapman (Vice-Chairman) took over at this point due to the Chairman experiencing technical issues with the broadband connection, but was still present at the meeting.

21/05/12 Council and Committees

- a) Review of delegation arrangements to committees and staff - on a proposal from Cllr Powell, seconded by Cllr Hornsey it was **RESOLVED** to retain the current arrangements.
- b) Committee Terms of Reference were reviewed and on a proposal from Cllr Powell, seconded by Cllr Briggs it was **RESOLVED** that none required amendment.
- c) Appointment of members to existing committees – proposed by Cllr Mrs Chapman, seconded by Cllr Powell and **RESOLVED** by a unanimous vote of the Council.

Councillor	Amenities & Services	Facilities & Recreation	Governance & Finance	Heritage & Events	Planning & Development
BRIGGS, G		X		X	
CHAPMAN, M (Mrs)			X	X*	X
FLETCHER, R	X	X	X		
GREENWAY, A	X	X	X*	X	X
GRIMBLE, C (Mrs)	X		X	X	X
HORNSEY, N	X	X	X	X	X
LOIBLEY, R	X*			X	X
LOWEN, A	X	X*			
PIKETT, R	X	X	X	X	X
POWELL, M	X		X		X*
SEAL, C		X			
WATSON, S (Mrs)	X			X	

- d) Appointment of new Committees – none required.

e) Election of Committee Chairmen:

The following appointments were **RESOLVED** by a unanimous vote of the Council:

- i. Amenities & Services Committee – Cllr Lobley proposed by Cllr Hornsey, seconded by Cllr Powell
- ii. Facilities & Recreation – Cllr Lowen proposed by Cllr Hornsey, seconded by Cllr Mrs Watson
- iii. Governance & Finance – Cllr Greenway proposed by Cllr Mrs Chapman, seconded by Cllr Briggs
- iv. Heritage & Events – Cllrs Mrs Chapman proposed by Cllr Mrs Watson, seconded by Cllr Powell
- v. Planning & Development– Cllr Powell proposed by Cllr Mrs Watson, seconded by Cllr Fletcher

f) Election of Representatives on local groups and organisations – on a proposal from Cllr Mrs Chapman, seconded by Cllr Powell the following were unanimously **RESOLVED upon:**

- i. Welton Moncé Family Twinning Group – Cllrs Mrs Chapman and Powell
- ii. Christs’ Hospital Endowment Trust – Cllrs Briggs, Mrs Chapman, Mrs Watson and Lobley
- iii. Village Hall Trust Committee – Cllr Pikett
- iv. Footpaths – Cllr Mrs Watson
- v. Tree Warden – Cllr Powell
- vi. Allotment Tenants Representative – Stephen Brown
- vii. NALC representative (via LALC) – Cllrs Hornsey & Pikett

g) On a proposal from Cllr Lobley, seconded by Cllr Mrs Chapman it was unanimously **RESOLVED that no changes were required to Standing Orders and Financial Regulations.****h) On a proposal from Cllr Mrs Chapman, seconded by Cllr Powell, it was unanimously **RESOLVED** following a vote to adopt the General Power of Competence as per the Localism Act 2011.****i) On a proposal by Cllr Mrs Chapman, seconded by Cllr Hornsey, it was unanimously **RESOLVED** to receive the updated Assets Register.****j) On a proposal by Cllr Fletcher, seconded by Cllr Mrs Watson it was unanimously **RESOLVED** to agree the arrangements for insurance cover in respect of all insurable risks. The Clerk reported that the 3 year arrangement with Came & Company finishes on 31.5.21 and she will be seeking quotes from other companies; it was agreed that she will accept the best value quote.****k) On a proposal by Cllr Powell, seconded by Cllr Briggs it was unanimously **RESOLVED** that the Council continues to subscribe to NALC/LALC and the Clerk’s membership of the SLCC.****l) The Council’s complaints procedure was noted.****m) The Council’s policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation were noted.****n) The Council’s policy for dealing with the press/media was noted.****o) The Council’s current policies and procedures were reviewed, and no changes are required.**

On a proposal from Cllr Powell, seconded by Cllr Hornsey it was unanimously **RESOLVED** to agree l) to o).

p) On a proposal from Cllr Mrs Chapman, seconded by Cllr Hornsey it was unanimously **RESOLVED to agree the Council’s expenditure incurred under s 137 of the Local Government Act 1972 and the general power of competence – these are reviewed on a monthly basis.****q) On a proposal by Cllr Mrs Grimble, seconded by Cllr Mrs Watson it was unanimously **RESOLVED** to appoint members to the following panels:**

- i) Grievance - Cllrs Briggs, Mrs Grimble and Pikett
- ii) Complaints - Cllrs Mrs Chapman, Hornsey and Lowen
- iii) Appeals - Cllrs Mrs Watson, Briggs and Lobley
- iv) Personnel - Cllrs Fletcher, Powell and Mrs Watson

r) On a proposal by Cllr Mrs Grimble, seconded by Cllr Mrs Watson it was unanimously **RESOLVED to approve the meetings schedule for July – Dec 2021.****s) On a proposal by Cllr Briggs, seconded by Cllr Powell it was unanimously **RESOLVED** to complete the call for evidence from MHCLG seeking views about the current arrangements for local authorities to meet remotely.****21/05/13 Councillors’ Reports**

Cllr Briggs reported that the Family Twinning exchange has again been cancelled for this year, but it is hoped they will visit Welton in June 2022 to coincide with the Queen’s Platinum Jubilee celebrations.

..... Chairman, Welton-by-Lincoln Parish Council