

A meeting of Welton-by-Lincoln Parish Council was held in the Pavilion, Manor Park Sports Club, Hackthorn Road, Welton on Monday 10th October 2022 at 7.30pm

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

Clerk: Mrs Julie Murray

Also Present: 1 member of the press

One minute's silence was observed in respect for the passing of HM Queen Elizabeth II

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

22/10/12 Chairman's remarks

The Chairman welcomed everyone to the meeting.

22/10/13 Apologies

On a proposal from Cllr Powell, seconded by Cllr Lowen, it was unanimously **RESOLVED** following a vote to accept apologies from Cllrs Thomas having considered and accepted his reason for absence.

22/10/14 Disclosure of pecuniary interests

Cllr Lobley declared an interest in agenda item 6g as a payee.

22/10/15 Minutes

On a proposal from Cllr Greenway, seconded by Cllr Mrs Chapman, it was unanimously **RESOLVED** that the notes of the meeting held on 11th July 2022 were approved and signed as the minutes.

22/10/16 Clerk's Report

The Clerk reported that the council had received two awards in the East Midlands in Bloom Competition, a Silver for Welton in Bloom and a Judges Award for the Sites of Interest QR code project. The council expressed its thanks to Graham Nicholls for his contribution.

22/10/17 Finance Matters

- a) Members received details of income and expenditure to 30.9.22
- b) The Clerk has sought quotes for a Condition Check and Safety Report for the electrics in the Parish Office and on a proposal from Cllr Greenway, seconded by Cllr Mrs Watson, it was unanimously **RESOLVED** to accept the quote from James Heath.
- c) Three quotes have been obtained for the purchase of new office chairs and on a proposal from Cllr Briggs, seconded by Cllr Lowen, it was unanimously **RESOLVED** to set a budget of £150.00 per chair and it was advised that the Clerk and Deputy should visit a showroom and try some before purchasing.
- d) Renewing utility suppliers – The Clerk had sought quotes for utilities and a decision had to be made immediately as prices were changing daily and in consultation with the Chairman and Cllr Fletcher, who both had sight of the figures, accepted the quote for The Green Energy Company who use only renewable energy.

- e) Three quotes have been sought for replacement of the downstairs window and front door to the Parish Office and on a proposal from Cllr Greenway, seconded by Cllr Pikett, it was **RESOLVED** following a unanimous vote to accept the quote from Trusswells Joinery.
- f) The External and Internal Auditor's reports were received.
- g) On a proposal from Cllr Briggs, seconded by Cllr Hornsey, it was unanimously **RESOLVED** following a vote to ratify the accounts paid in July, August and September:

July Payments

51.99	51.99	West Lindsey DC	MPK Waste Management
13.37	13.37	TV Licensing	Library TV Licence
420.00	350.00	EDF Energy	MPK/Library Electricity A/c
285.01	271.44	Positive Energy	MPK Gas A/c
5.00	4.17	TalkTalk	PO Mobile
86.26	71.88	Allstar	Fuel for van/travel expenses
115.74	96.45	Apogee Corporation Ltd	Photocopier lease
82.68	68.90	TalkTalk Business	PO/MPK/Library Telephone/Broadband
675.00	675.00	North Kesteven District Council	MPK/Library Non-domestic rates
7.99	7.99	Amazon Business	Disposable gloves for Jubilee event
7,130.56	7,130.56	Wages & Pensions	
101.43	110.85	Mrs J Murray	Petty Cash reimbursement
12.00	12.00	The Window Cleaner	PO Windows
78.05	78.05	Anglian Water (Business) Ltd	Allotments/PO Water charges
228.00	190.00	Lincolnshire Assoc of Local Council	Training events
322.56	268.80	Boyd Sport & Play Ltd	3G Pitch Dividing Net
40.00	33.33	Scothern Nurseries	Plants for Whacky Planter at MPK
396.00	396.00	Machine & Pitch Maintenance Ltd	3G Pitch Maintenance Sweep/weed control
169.50	141.25	Nigel Smith Plumbing & Mechanical	Repairs to leaking toilets at MPK
286.96	239.13	Allen Signs Ltd	QR Boards for Sites of Interest
63.58	53.89	Viking Payments	Cleaning materials/Stationery
696.76	580.63	Glendale Countryside Ltd	Village/MPK Grass cutting
500.00	500.00	Welton Scout & Guide Hut Com	Grant for decorating/broadband
12.44	12.44	HSBC	Bank charges
53.08	44.23	Allstar	Fuel for van

August Payments

51.99	51.99	West Lindsey DC	MPK Waste Management
336.06	280.05	PSA Finance Ltd	Van lease
13.37	13.37	TV Licensing	Library TV Licence
420.00	350.00	EDF Energy	MPK/Library Electricity A/c
675.00	675.00	North Kesteven District Council	MPK/Library Non-domestic rates
1,017.60	848.00	West Lindsey District Council	Litter & Dog Bins
46.01	38.35	M Swinburn	Reimbursement for travel expenses/Ad Blue for van
8.77	7.31	ESPO	Refuse sacks/toilet roll inserts
717.12	597.60	Office Furniture Direct	Desks/Pedestals for Parish Office

1,558.68	1,298.90	Broxap Ltd	Recycling Litter Bins	
12.00	12.00	The Window Cleaner	PO Windows	
216.00	180.00	Gaterway Automation Ltd	Barrier Maintenance Contract	
5.00	4.17	TalkTalk	PO Mobile	
122.09	116.28	Positive Energy	MPK Gas A/c	
4.19	3.49	Allstar	Admin Fee	
82.68	68.90	TalkTalk Business	PO/MPK/Library Telephone/Broadband	
3,146.24	2,621.86	Glendale Countryside Ltd	Village/MPK grass cutting/footpath strimming	
356.40	297.00	Mr A A Deptford	3 x Defibrillator pads & batteries	
14.98	12.48	Trade UK	PPE - Gloves	
7,519.09	7,519.09	Wages & Pensions		
9.86	9.86	HSBC	Bank charges	
83.03	69.19	Site Supply Company	Hi-Vis vests/polo shirts	
84.00	70.00	Vision ICT Ltd	Website changes for Operation London Bridge	
68.20	56.84	ESPO	Cleaning materials/stationery	
53.15	44.29	Allstar	Fuel for van	
336.06	280.05	PSA Finance Ltd	Van lease	
1,796.40	1,497.00	ESPO	Defibrillator cabinets	
20.94	17.45	Scothern Nurseries	Tree stakes for community orchard	
155.05	129.20	Lindum Fire Services Ltd	MPK Annual fire extinguisher service	
60.83	50.70	Trade UK	Silicone/sealant etc.	
14.35	14.35	Mrs J Murray	Petty Cash	
21.21	21.21	GLL Ltd	Photocopying charges	
25.00	25.00	Pelican Trust	Sites of Interest leaflet printing	
73.06	60.88	Buildbase	Slabs/sand/gravel for footpath at MPK	
25.00	25.00	East Midland in Bloom	Awards presentation	
63.00	52.50	Nigel Smith Plumbing	Blocked disabled toilet	
30.88	25.73	Allstar	Travel expenses	

September Payments

51.99	51.99	West Lindsey DC	MPK Waste Management	
13.37	13.37	TV Licensing	Library TV Licence	
420.00	350.00	EDF Energy	MPK/Library Electricity A/c	
124.57	118.64	Positive Energy	MPK Gas A/c	
35.00	35.00	Finishing Touch Florist	Floral tribute for HM Queen	
5.00	4.17	TalkTalk	PO Mobile	
55.57	46.31	Allstar	Fuel for van	
675.00	675.00	North Kesteven District Council	MPK/Library Non-domestic rates	
480.00	400.00	PKF Littlejohn LLP	External Audit fee	
12.00	12.00	The Window Cleaner	PO Windows	
815.56	679.63	Glendale Countryside Ltd	Village/MPK Grass cutting	
85.75	71.46	Viking	Cleaning materials/Storage box	
816.00	680.00	Machine & Pitch Maintenance Ltd	Deep Clean to 3G pitch	
54.34	45.28	E-Quip (Rasen) Ltd	Cable ties/PPE Gloves/Tape	
94.52	90.02	Southern Electric	PO Electricity A/c	
7,375.12	7,375.12	Wages & Pensions		

16.83	16.83	HSBC	Bank charges
83.24	69.37	TalkTalk Business	PO/MPK/Library Telephone/Broadband
53.22	44.35	Allstar	Fuel for van
184.09	153.41	BNP Paribas Leasing Solutions	Photocopier lease
48.98	42.98	Mrs J Murray	Petty Cash reimbursement
256.25	213.54	Allen Signs Ltd	Pedestrian/Ball Games signs
77.26	66.05	Viking	Stationery/Catering supplies
3,816.33	3,816.33	HMRC	PAYE/NI due to 5.10.22
63.00	63.00	AC Alarms	Electric socket for PO
57.00	57.00	R Lobley	Travel Exps to Loughborough for In Bloom
336.06	280.05	PSA Finance Ltd	Van lease

22/10/18 Planning

- a) Cllr Powell read out the Planning Report recording applications for consultation and decisions made by WLDC since the last meeting which had been circulated with the agenda.
 - b) The following applications have been received for consultation:
 - 145506 – Blakelands, 56 Ryland Road** - application for a single storey side extension – No comments
 - 145539 – 10 Dunholme Road** - application for proposed garden annex – No comments
- Trees**
- 145437 - 18 Cliff Road** – Crown thin Ash tree – comments sent

22/10/19 Reports and Notes of Meetings

Facilities & Recreation Committee held on 26th July 2022
Heritage & Events Committee held on 5th September 2022

22/10/20 Council and Committees

- a) The updated Standing Orders (Section 18 only) were received.
- b) An email from Scampton PC has been received asking for comments on the letter they had sent to Sir Edward Leigh MP and on a proposal from Cllr Lobley, seconded by Cllr Hornsey, it was **RESOLVED** following a unanimous vote that there were no comments to make.
- c) On a proposal from Cllr Briggs, seconded by Cllr Lobley, it was **RESOLVED** following a unanimous vote to The Clerk, Deputy Clerk and Cllr Hornsey were nominated to attend the LALC AGM on 12th October.
- d) A request from the School Friends of Welton St Mary's Primary Academy to nominate a member to sit on the judging panel for the Scarecrow Trail has been received and on a proposal from Cllr Greenway, seconded by Cllr Mrs Grimble, it was **RESOLVED** following a unanimous vote that Cllr Lowen will volunteer.
- e) On a proposal from Cllr Powell, seconded by Cllr Hornsey, it was **RESOLVED** following a unanimous vote to pass a resolution to sign up to the Civility and Respect Pledge.

22/10/21 Councillors' Reports

Cllr Powell asked for an update meeting to be arranged with Beal Homes.

- 22/10/22** On a proposal from Cllr Greenway, seconded by Cllr Mrs Chapman, it was **RESOLVED** following a unanimous vote 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 matter.

22/10/23 Employment Matter:

The Clerk and members of the Personnel Panel had met and discussed the staffing of the Parish Office with regard to succession planning for the future with an ever increasing workload and it had been decided to employ a third administration assistant who could also cover for holidays and sickness. On a proposal from Cllr Lobley, seconded by Cllr Mrs Watson, it was **RESOLVED** following a majority vote (11 for, 1 abstention) to accept the recommendation from the Personnel Panel for the appointment of a part-time Administration Assistant and the Clerk will arrange advertising for the post.

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