

The Annual Meeting of Welton-by-Lincoln Parish Council was held in the Pavilion, Manor Park Sports Club, Hackthorn Road, Welton on Monday 15th May 2023 at 7.30pm

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

Also present: District Cllrs Sabastian Hague and Paul Swift and 1 member of the press

Clerk: Mrs Julie Murray

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

23/05/01 Election of Chairman

Cllr Greenway was elected Chairman and signed the Declaration of Acceptance of Office.

23/05/02 Election of Vice-Chairman

Cllr Mrs Chapman was elected Vice-Chairman and signed the Declaration of Acceptance of Office.

23/05/03 Chairman's Welcome and opening remarks

The Chairman welcomed everyone to the meeting and thanked the office staff for organising the successful event that took place to celebrate the King's Coronation on 7th May.

23/05/04 Apologies

On a proposal from Cllr Mrs Watson, seconded by Cllr Mrs Chapman it was unanimously **RESOLVED**, following a vote, to accept apologies from Cllrs Powell and Lowen having considered and accepted their reasons for absence.

23/05/05 Disclosure of pecuniary interests

Cllr Seal declared an interest in agenda item 9 as an employee of Anglian Water.

23/05/06 Minutes

On a proposal from Cllr Greenway, seconded by Cllr Mrs Chapman it was unanimously **RESOLVED** following a vote that the notes of the meeting held on 17th April 2023 were approved and signed as the minutes.

23/05/07 Clerk's Report

The Clerk reported that Cllr Mrs Chapman had sent a thank you card for her birthday presents. An email and several callers into the office have been received thanking the council for the event that took place to celebrate the King's Coronation on 7th May.

23/05/08 Financial

- a) Members received details of income and expenditure to 30.4.23 presented in the new format devised by Cllr Fletcher, who reported that it now included details of VAT reclaims.
- b) One quote has been received for damp-proofing the Parish Office and on a proposal from Cllr Briggs, seconded by Cllr Fletcher it was unanimously **RESOLVED** to seek a further quote for comparison at a cost to the council and obtain quotes for the removal and re-installation of the carpet and radiator. Defer to next meeting.
- c) The Internal Auditor's monthly and annual reports were received. Members would like more clarification as to the information required on the Assets Register; the Clerk will discuss with her.
- d) On a proposal from Cllr Greenway, seconded by Cllr Fletcher, it was unanimously **RESOLVED** following a vote to ratify the accounts paid.

46.15	46.15	West Lindsey DC	MPK Waste Management
12.47	12.47	TV Licensing	Library TV Licence
420.00	350.00	EDF Energy	MPK/Library Electricity A/c
11.15	11.15	Post Office	Postage for defibrillator pads
51.53	42.94	Allstar	Fuel for van
1,005.05	970.05	LALC	Subscription/Training Scheme/Lunches
351.00	351.00	SLCC	Annual Subscription
733.53	733.53	North Kesteven District Council	PO Non-domestic rates
680.00	680.00	The Fun Farm	Teacup Ride for Coronation event
1,200.00	1,000.00	Arborez Ltd	Hedge removal at MUGA site
12.00	12.00	The Window Cleaner	PO Windows
1,219.92	1,016.60	SCIS (UK) Ltd	New laptops for library
66.95	66.95	Anglian Water Business Ltd	PO Water charges
81.55	69.62	Viking	Cleaning materials/stationery
780.00	780.00	Philip Westman Landscapes Ltd	Plinths for new bins on Cliff Road
62.52	52.10	Glendale Countryside Ltd	MPK Grass cutting
111.40	92.83	Apogee Corporation Ltd	Photocopying/Printing charges
4.19	3.49	Allstar	Admin fee
240.00	200.00	Party Delights Ice Cream	MUGA Opening (£91.20 refunded)
10.00	10.00	The Paper Shop	Mobile top-up
5.00	4.17	TalkTalk	PO Mobile
88.64	73.87	TalkTalk Business	PO/MPK/Library Telephone/Broadband
51.56	42.97	Allstar	Fuel for van
1,020.00	850.00	Specialist Surface Solutions Ltd	Lining of car park/disabled bays at MPK
259.20	216.00	Vision ICT Ltd	E-mail account hosting 2023-25
150.00	150.00	War Memorial Flower Fund	Annual grant
68.84	57.37	ESPO	Stationery/Craft items for library
198.00	165.00	Blockfree Services Ltd	Toilets for Coronation event
15.23	15.23	Anglian Water Business Ltd	Allotments water charges
157.88	131.57	Buildbase	Timber/gravel/concrete etc.
107.42	89.52	Firestop Services Ltd	Annual Fire Extinguisher service - PO
248.78	207.31	E-Quip (Rasen) Ltd	Various materials
8,609.87	8,609.87	Wages & Pensions	
38.97	38.97	FandangoUK	Workwear
30.68	25.98	Mrs J Murray	Petty Cash Reimbursement
50.00	50.00	A Hippisley	Refund of Pavilion Hire Deposit
10.88	9.57	Amazon Business	PO Door Alarm
15.00	15.00	Chagos Consukting Ltd	Parish Online training
390.00	325.00	Rialtas Business Solutions Ltd	Omega Annual Support & Maintenance
104.40	87.00	ESPO	PPE/Stationery
100.00	100.00	Cherry Willingham Body Works	Excess for repairs to van
23.00	23.00	HSBC	Bank Charges
35.70	34.00	npower	Village Green Streetlight charges
372.84	355.09	Engie Gas Ltd	MPK Gas charges
1.80	1.50	Allstar	Admin Fee
58.38	48.65	EDF Energy	MPK/Library Electricity A/c

23/05/09 Planning

- a) Members had received a copy of the Planning Report recording applications for consultation and decisions made by WLDC since the last meeting which was circulated with the agenda.
- b) On a proposal from Cllr Pikett, seconded by Cllr Mrs Chapman it was unanimously **RESOLVED** that the transfer document for the area of public open space adjoining Cow Pasture Way was signed.

23/05/10 Reports and Notes of Meetings

Cllr Lobley reported on the meeting with the headteacher of the primary school for the Christ's Hospital Endowment Trust Committee. £170.00 had been raised at the King's Coronation event from donations for the trust.

Heritage & Events Committee met on 24th April 2023 – Cllrs Greenway and Briggs had visited the primary school and presented commemorative coins to the children for the coronation of King Charles III.

23/05/11 Council and Committees

The following were reviewed by the council:

- a) Appointment of new Committees – it was suggested that the Personnel Panel becomes a Personnel Committee in order for decisions to be made at committee and reported to FC – following a discussion; on a proposal from Cllr Greenway, seconded by Cllr Mrs Chapman it was unanimously **RESOLVED** following a vote for the Clerk and Cllr Briggs to meet to discuss the current policies etc., relating to personnel matters and report back at the next meeting.
- b) On a proposal from Cllr Greenway, seconded by Cllr Mrs Chapman it was unanimously **RESOLVED** following a vote to adopt the Committee's Terms of Reference with the exception of the Personnel Committee until a report has been received.
- c) On a proposal from Cllr Greenway, seconded by Cllr Seal it was unanimously **RESOLVED** following a vote to appoint members to the existing committees:

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
LOBLEY, R	X*		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	X

- d) Election of Committee Chairmen:
The following appointments were **RESOLVED** on a proposal from Cllr Greenway, seconded by Cllr Seal by a unanimous vote:
Amenities & Services Committee – Cllr Lobley
Facilities & Recreation – Cllr Lowen
Governance & Finance – Cllr Greenway
Heritage & Events – Cllrs Mrs Chapman
Planning & Development – Cllr Powell

- e) Election of Representatives on local groups and organisations – on a proposal from Cllr Greenway, seconded by Cllr Seal the following were unanimously **RESOLVED** upon:
 Welton Moncé Family Twinning Group – Cllrs Mrs Chapman, Briggs and Powell
 Christs’ Hospital Endowment Trust – Cllrs Lobley, Briggs, Mrs Chapman and Mrs Watson
 Village Hall Trust Committee – Cllr Pikett
 Footpaths Co-ordinator – Cllr Mrs Watson
 Tree Warden – Cllr Powell
 Allotment Tenants Representative – Stephen Brown
 NALC representative (via LALC – 4-year term until June 2023) – Cllr Pikett
- f) Delegation arrangements to committees and staff to remain as stated
- g) On a proposal from Cllr Greenway, seconded by Cllr Briggs it was unanimously **RESOLVED** that there have been no amendments to Standing Orders and Financial Regulations.
- h) On a proposal from Cllr Greenway, seconded by Cllr Seal, it was unanimously **RESOLVED** following a vote to adopt the General Power of Competence as per the Localism Act 2011.
- i) The updated Assets Register was received and is under review.
- j) It was agreed that the arrangements for insurance cover in respect of all insurable risks was satisfactory.
- k) On a proposal from Cllr Mrs Watson, seconded by Cllr Fletcher 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, risk assessments and procedures were reviewed, and no changes were required.
- p) On a proposal by Cllr Greenway, seconded by Cllr Lobley it was unanimously **RESOLVED** to appoint members to the following panels:
 i) Grievance - Cllrs Mrs Grimble and Pikett
 ii) Complaints - Cllrs Mrs Chapman and Lowen
 iii) Appeals - Cllrs Briggs and Lobley
 iv) Personnel - Cllrs Fletcher, Powell and Mrs Watson
- q) On a proposal by Cllr Briggs, seconded by Cllr Lobley it was unanimously **RESOLVED** approve the meetings schedule for July – Dec 2023.

23/05/12 Councillors’ Reports

None

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