

A meeting of Welton-by-Lincoln Parish Council was held in the Pavilion, Manor Park Sports Club, Hackthorn Road, Welton on Monday 14th April 2025 at 7.30pm.

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

Clerk: Mrs J Murray

Also Present: 1 member of the press and 1 member of the public

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

25/04/01 Chairman's remarks

The Chairman gave a warm welcome to everyone and reported that he had attend two meeting accompanied by the Clerk on 11th March with WLDC regarding Welton Country Park (WCP) and how they can support the council through the public consultation and on the 20th March with Steve Gibson of the Cricket Club with a slightly revised drawing of their vision for WCP. Both meetings had positive outcomes and the consultation will launch at the Annual Parish Meeting in May.

25/04/02 Apologies

On a proposal from Cllr Briggs, seconded by Cllr Hornsey, it was unanimously **RESOLVED** following a vote to accept apologies from Cllr Bailey, Lobley and Mrs Chapman having considered and accepted their reasons for absence. District Cllrs Mrs D Rodgers and P Swift sent their apologies.

25/04/03 Co-Option

There had been two applicants for the vacant seat, one had withdrawn prior to the meeting and on a proposal from Cllr Hornsey, seconded by Cllr Mrs Watson and **RESOLVED** following a majority vote (6 for, 3 against) to defer a decision; the second applicant who was not present, will be invited to the next meeting.

25/04/04 Disclosure of Interests

None

25/04/05 Minutes

On a proposal from Cllr Briggs, seconded by Cllr Hornsey and **RESOLVED** following a unanimous vote that the notes of the meeting held on 10th March 2025 were approved and signed as the minutes.

25/04/06 Clerk's Report

The Clerk had nothing to report on this occasion.

25/04/07 Finance Matters

- a) Members received details of income and expenditure to 31.3.2025 and Cllr Fletcher reported: Income has exceeded budget by c£56k. Headline betterment is:
VAT return on Manor Park of £23k, Bank and investments interest of £8k, Community Infrastructure Levy, various grants and refunds.

Expenditure exceeded budget by £33.5k. Main overspends being :

Staffing costs, the first Music & Arts Festival, unforeseen equipment purchases, replacement & maintenance costs at Manor Park. At the half year point (September 24) the end of year forecast was a modest betterment. Period 9 financial forecast (December 24) was a surplus of c£20k. The actual end of year surplus stands at £25,858 before monies are moved into ear marked reserves. It should also be noted that there was a total of c£20k of 2024 accruals utilised for planned expenditure. The PC is now committed to financing the Village Hall Project Management amounting to £30k in this financial year (offset by £5K contribution from the Village Hall Trust) and I would suggest that the sum of £25k from the aforementioned surplus is transferred into a named ear marked reserve as there is no allocated budget in the 25/26 accounts. I propose we take this to the Governance & Finance Committee to consider. Bank accounts are a healthy £255k with earmarked reserves standing at £169k. Alongside the suggested Village Hall ear marked reserve, perhaps consideration at some point should be given to ear marking a sum to cover costs associated with Welton Country Park development. Again, a matter to discuss at Governance & Finance. It was proposed by Cllr Briggs, seconded by Cllr Hornsey it was **RESOLVED** following a unanimous vote to accept these recommendations.

- b) The Internal Auditor's report was received.
- c) On a proposal from Cllr Briggs, seconded by Cllr Seal it was unanimously **RESOLVED** following a vote to ratify the accounts paid:

50.37	WLDC	MPK Waste Management
15.00	TV Licensing	Library TV Licence
422.51	Lex Autolease Limited	Van lease
151.40	Vinyl Banners Printing	Banners for Festival
184.00	WLDC	4 x Green Waste Bins
47.72	Blinds Direct	Blind for library window
12.00	The Window Cleaner	PO Windows
6,000.00	Yourlocale Ltd	Neighbourhood Plan Review Consultant
30.20	ESPO	Stationery/Cleaning materials
23.14	GLL	Library Photocopying/Printing charges
56.80	Amazon Business	Craft materials/capillary matting
47.94	Allstar	Fuel for van/Admin Fee
57.21	TalkTalk Business	Telephone/Broadband
9,161.14	Staff Wages & Pensions	
75.59	Mrs J Murray	Petty Cash reimbursement
1,130.00	Visual Print & Design Ltd	Design & Printing of Festival Programme
57.15	E-Quip (Rasen) Ltd	Drills/screws/PPE/Discs/Cable ties
72.59	ESPO	Cleaning materials
301.00	Event Insurance Ltd	May Fair - Public Liability Insurance
172.57	Anglian Water Business L	MPK Water charges
15.30	HSBC	Bank Charges
757.51	ENGIE Gas Ltd	MPK/Library Gas A/c
204.00	Squarespace	Festival Website Domain name
50.00	Hutchison 3G UK Ltd	Office/Staff mobile phones
2.00	Allstar	Admin Fee
897.20	ENGIE Power Ltd	MPK/Library Electricity A/c
344.59	ENGIE Power Ltd	PO Electricity A/c

101.87	Viking	Catering supplies/Stationery
12.00	The Window Cleaner	PO windows
4,761.57	HMRC	NI/PAYE due to 5.4.25
650.00	EKM Ltd	Repairs to Skate Park
6.00	Unity Trust Bank	Bank Charges

25/04/08 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) Comments/observations on the following planning application:
WL/2025/00264 – 20 Eagle Drive – Application for removal of conservatory, and construction of single storey extension and alterations to dwelling – no comments/observations.

25/04/09 Reports and Notes of Meetings

Village Hall Trust Committee – Agenda item 10

Christ's Hospital Endowment Trust – No meeting has taken place since January.

Welton Moncé Family Twinning Group – No meeting has taken place. There will be no formalities from both councils during the visit from the French in August.

Amenities & Services Committee held on 17th March 2025

Facilities & Recreation Committee held on 24th March 2025

Heritage & Events Committee held on 31st March 2025

25/04/10 Village Hall Redevelopment:

A report from Cllr Briggs had been circulated with the agenda and is appended to these minutes. The report is to appraise the Parish Council (PC) of the progress to date in planning the long-term redevelopment of the Welton Village Hall and its acquisition by the PC to ensure it remains a viable and thriving Community Asset for the long term. It outlines the brief sent out for consultancy and project management and the requirement for the Parish Council to be the lead client as it will become the building/landowner. On a proposal from Cllr Briggs, seconded by Cllr Fletcher, following a unanimous vote it was **RESOLVED** for the Council to accept the report and its content.

25/04/11 Councillors' Reports

Cllr Mrs Watson expressed concerns regarding the condition of the footway by the Pinfold – A&S Agenda and take some photos.

Cllr Lowen expressed his concerns regarding the fencing at the end of the footpath at Manor Park which is no longer serving any purpose and is in a dangerous condition. The Clerk will chase Beals.

25/04/12 Closed Session

On a proposal from Cllr Briggs, seconded by Cllr Hornsey, following a unanimous vote it was **RESOLVED** for the Council to move into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for the following item on employment matters.

25/04/13 Employment Matters

- a) Facilities staff to receive an award in line with National Living Wage to £12.21 per hour

To consider:

Deputy Clerk and Administrative Assistant to increase one point on spinal grade plus a 1.75% increase to retain differential with living wage increases. Clerk's salary is at the top of the spinal grade, therefore an uplift to be offered of 1.75%. Internal Auditor to increase to £17.80 per hour which equates to £26.40 per annum. As in previous years the final % uplift will be that agreed by NALC and the unions, but not lower than 1.75%. Supporting the increases to the administrative team, the following years will be extremely challenging with regard to the Village Hall Redevelopment and the Country Park. The Parish Council need to reflect these dynamics in its offer.

The above figures fit within the budget and on a proposal from Cllr Fletcher, seconded by Cllr Mrs Watson, it was **RESOLVED** following a unanimous vote to accept the recommendations in the report.

- b) Cllr Fletcher gave a report on the Clerk's appraisal which he and Cllr Powell had carried out on the 10th April.

Briefly, discussion surrounded highlights of the year and the challenges for the forthcoming year.

Highlights:

- Reclaiming of VAT
- Management of bank accounts to optimise interest rates
- First Music & Arts Festival
- Craft & Farmers' Market

Challenges:

- Staff recruitment & selection
- Continued training of Administrative Assistant
- Dynamic approach to Music & Arts Festival
- Welton Country Park
- Village Hall Development

Overall Assessment:

Achieves the required standard of the grade and meets all the requirements of the job.

The full appraisal document is held on file in the Parish Council Office if any Cllr wishes to view.

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