
Welney Parish Council

Minutes of the Annual Parish Meeting of Welney Parish Council, Tuesday 7th May 2024, 7.15pm at the William Marshall Centre

Committee Members: Cllr Goodger (Chair), Cllr Spears (Vice Chair), Cllr Gardiner, Cllr Lowry, Cllr Bombata, Cllr Gaylor, Cllr Barker, Cllr Clayden.

Those Present: Cllr Goodger, Cllr Lowry, Cllr Bombata, Cllr Gaylor, Cllr Clayden, Cllr Barker, Cllr Gardiner, BCllr Spikings, BCllr Rose, Clerk M Hilton.

Apologies: Cllr Spears, CCllr Dawson

Public: five

MINUTES

1. **Election of Chair for the coming year and sign the Declaration of Acceptance of Office:** Cllr Gardiner nominated and Cllr Gaylor seconded, Cllr Goodger to continue as Chair, this was agreed unanimously. Cllr Goodger signed the Declaration of Office form.
2. **Election of Vice Chair and sign the Declaration of Acceptance of Office:** Cllr Clayden and Cllr Lowry nominated Cllr Spears to continue as Vice Chair, this was agreed unanimously. Clerk will get Cllr Spears to sign his Declaration of Office form.
3. **To receive apologies for absence:** these were approved.
4. **To declare any conflicts and pecuniary interests on any items on this month's Agenda:** none received
5. **To approve the Minutes from the last meeting:** these were approved and signed by the Chair
6. **Public Forum (ten minutes only):**
 - A parishioner started to repeat what was said many times before and was stopped by the Chair. The parishioner has received a letter regarding his issues and is only allowed to bring new issues to the Council. The parishioner has still not taken his issues to the Monitoring Officer.
 - Another Parishioner asked if the Clerk had sent via email the Lovell report to the Council. The Clerk will check. (The clerk has since checked and a former Cllr (Cllr Harvey) had done this). He also asked if the insurance covered subsidence. (The Council checked the insurance at the end of the meeting and subsidence is listed on the policy). The same parishioner has issues with BCllr Rose statements regarding CNC Building Control. The Chair asked him to contact BCllr Rose directing as it was not for discussion in this meeting.
 - A third parishioner has issues with Bedford Bank and asked if the Parish Council are active in the matter. The Chair answered they were not. The Chair asked the parishioner to write to the Council and it could be discussed at the next meeting. BCllr Spikings is meeting with Liz Truss MP and will speak with her about the issues. (The Clerk has since checked the minutes and from April 2022: 'The Clerk has spoken with the Environmental Agency they cannot speak about this issue of the road as it is currently with their legal team. They will contact the Council before anything is done on the roadway.'
7. **To discuss and consider the Action Log from previous meetings:**
 - A 30pmh sign to be installed on the gateway into the village. Mr Leek is dealing with this. Cllr Gardner will chase this.
 - There is surface water near Sandgate Meadow. The Clerk has reported this. The Clerk will chase this.
 - Meadow Gate Lane sign is going to be replaced. Clerk to chase.
 - Flash Flooding Sign near New Road. Cllr Goodger will inspect this when the weather is better.
 - A pothole on the Wash Road towards Littleport, this has been repaired.
 - A pothole in Tipps End, this has been repaired

8. **To update the Responsibility Matrix:** this was updated.

Clerk to the Council; Melanie Hilton (CiLCA Qualified).

Mobile; 07368 420237 Email; welneypccclerk@gmail.com 8th May 2024

Welney Parish Council

9. Reports from individual Councillors, Council Groups and Clerk

- i No planning applications this month.
- ii To discuss bird/bat boxes, this initiative has come from CCllr Dawson: the Clerk reported bat boxes are around £25 each and an owl box is £130. BCllr Spikings offered to donate £100 towards an owl box which was gratefully accepted. Cllr Gaylor will investigate locations for installation of the bird/bat boxes.
- iii To discuss the Emergency Plan. This was updated and the Clerk will circulate.
- iv To agree a date for the Parish Council litter pick: Cllr Gardiner. This was agreed for Sunday 2nd June 2024 meet at 11am at The William Marshall Centre.
- v Hurn Drove refurbishment: Cllrs Goodger and Spears. Cllr Spears circulated a report and it was approved for the Parish Council to pay £6850 towards the cost of the resurfacing and to apply to Marshalls Charity for the same amount.
- vi To review the Insurance: Cllr Gardiner. Cllr Gardiner has reviewed the policy and thought the fencing replacement cover was too low. The Clerk will ask the insurance company to quote what the additional cost to the cover would be. He also thinks the cover for the building contents is too high. The Parish Council have approved the policy which is due to renew on the 8th June 2024

10. To note any Health and Safety issues: none reported

11. Finance

- i. To note payments made since last meeting: these were noted.

Payments for May 2024 Authorisation

| Payee | Goods/Services | VAT | TOTAL | DD/EP electronic payment /direct debit | Supplier/Service |
|---------------------------|------------------|---------------|------------------|---|---|
| Melanie Hilton Salary | 738.07 | 0.00 | 738.07 | EP | 44 hours |
| Melanie Hilton Expenses | 13.16 | 0.84 | 14.00 | EP | mileage for March meeting, new folders for new financial year |
| HMRC | 98.47 | 0.00 | 98.47 | EP | Month 1 |
| Nest Pension scheme | 22.28 | 0.00 | 22.28 | DD | Clerks pension |
| Wisbech Payroll | 185.49 | 0.00 | 185.49 | EP | Payroll and year end Jan - Mar 2024 |
| K and M Lighting Services | 25.66 | 5.13 | 30.79 | EP | Street light maintenance |
| Npower | 147.15 | 7.36 | 154.51 | DD | Street light energy |
| TOTAL | £1,230.28 | £13.33 | £1,243.61 | | |

- ii. To note income and expenditure balances reconciled from the previous month: this was noted.
- iii. To note the Quarterly Progress Against Budget: this was noted
- iv. To note the internal audit: this was noted
- v. To approve **Section 1 of the Annual Governance and Accountability Return 2023/24 - the Annual Governance Statement** (part of the external audit document), this was approved and signed by the Chair
- vi. To approve **Section 2 of the Annual Governance and Accountability Return 2023/24 - the Accounting Statements**, this was approved and signed by the Chair

12. To propose any items for the next agenda: none given

13. To note the date of the next parish council meeting – 2nd July 2024 at 7.15pm at William Marshall Centre.

14. Close: the meeting closed at 20.35pm

Signed by the Chairman Date

Clerk to the Council; Melanie Hilton (CiLCA Qualified).
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