

**WEST BUTTERWICK PARISH COUNCIL**

Clerk Clare Boyall  
Tel: 07876194049 email: clerk@westbutterwickpc.org.uk

11 February 2025

Dear Councillor

You are hereby summoned to the Full Council meeting of the West Butterwick Parish Council which will be held in the Fred Wooffitt Memorial Hall on **Monday 17 February 2025 at 7 pm.**

Yours faithfully

*C Boyall*

Clerk to the Council

This Council supports the right of anyone to record this meeting in so far as is possible within the constraints of the Council's meeting rooms, but advises that no one may disrupt the meeting in doing so. Anyone wishing to record the Council meeting should obtain the necessary legal advice to ensure they understand the rights of any members of the public who may be present who do not wish to be filmed or recorded.

No	Item	Proposer
01/02/25	<b>Public Participation Session</b> Members of the press and public are welcome to attend meetings of the Council under the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A. Questions may be put to the Council during the Public Participation Session (which will be conducted at 7.00 pm before the Council meeting) The time allocated to each speaker is 3 minutes on their given subject(s). After this time the press and public must refrain from speaking.	
02/02/25	<b>Apologies</b> To receive apologies and reasons for absence.	
03/02/25	<b>Declarations of Interest</b> To record any Declaration of Interest made by members in respect of items on this agenda (Members should identify the agenda item and type of interest being declared.)	
04/02/25	<b>Granting of Dispensations</b> (Code of Conduct, 2012)	
05/02/25	<b>Draft Minutes of the Full Council meeting held on 20 January 2025</b> To resolve the Draft Minutes of the Full Council meeting on 20 January 2025 (Copies of which have been previously circulated).	
06/02/25	<b>Chairperson's Items</b> To note the Chairperson's report.	
07/02/25	<b>Clerk's Report</b> To note the Clerks Report (Matters in progress – for information only).	
08/02/25	<b>Financial Report</b> To receive the Financial Report and Accounts for Payment (Local government Act 1972 s151 & Accounts and Audit Regulations 2003 as amended 2006). See appendix below.	

<b>09/02/25</b>	<b>Banking</b> To resolve to sign the switching agreement for Unity Trust bank.	
<b>10/02/25</b>	<b>Playground Inspection</b> To receive the monthly report of the playground inspection (information previously circulated).	
<b>11/02/25</b>	<b>Health and Safety Playing Field</b> To receive further information on the required signature of receipt for the grass cutting risk assessment.	
<b>12/02/25</b>	<b>Mower Service</b> To resolve to have the small mower serviced.	
<b>13/02/25</b>	<b>Speed Indicator Device</b> To receive a report and consider the information on the damaged speed indicator device following a recent collision.	
<b>14/02/25</b>	<b>Community Governance Review</b> To consider correspondence received from Haxey Parish Council.	
<b>15/02/25</b>	<b>Ward Councillor Report</b> To receive a report from the Ward Councillor.	
<b>16/02/25</b>	<b>Correspondence – to Note</b> ERNLLCA – Data Protection Training Courses. NATS – Control Room Visit NATS – Baton of Hope Tour 2025 N Lincs Council – Forthcoming Meetings Lithium Ion Battery Safety	
<b>17/02/25</b>	<b>Highways, Footpaths and Street Lighting</b> To allow Councillors to report any issues with highways, footpaths and street lighting.	
<b>18/02/25</b>	<b>Date and Time of Next Meeting</b> To note the date and time of the next meeting as Monday 17 March 2025 at 7 pm.  Vote to exclude the press and public due to an exemption as defined in paragraph 1 of part 1 of schedule 12a of the Local Government Act 1972, also in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed.	
<b>19/02/25</b>	<b>Clerk's Wage</b> To resolve the Clerk's wage for February 2025.	

#### Payment Appendix

<b>Cheque</b>	<b>Recipient</b>	<b>Purpose</b>	<b>Nett Amount</b>	<b>VAT</b>	<b>Total</b>
101590	Cancelled				
101591	C Boyall	February Salary			Confidential
101592	C Boyall	Mileage	11.70	0	11.70
DD	Sage One	Payroll Services	10.00	2.00	12.00