

WEST BUTTERWICK PARISH COUNCIL

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

9 September 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 15 September 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
	Cultural Futures Officer N Lincs Council will be attending to give information on the Vermuyden 400 Project at 6.30 pm.	
01/09/25	Public Participation Session 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.	
02/09/25	Apologies To receive apologies and reasons for absence.	
03/09/25	Declarations of Interest 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.)	
04/09/25	Granting of Dispensations (Code of Conduct, 2012)	
05/09/25	Draft Minutes of the Finance Committee Meeting held on 21 July 2025 To resolve the draft minutes of the Finance Committee meeting held on 21 July 2025 (Copies of which have been previously circulated).	
06/09/25	Draft Minutes of the Full Council meeting held on 21 July 2025 To resolve the Draft Minutes of the Full Council meeting on 21 July 2025 (Copies of which have been previously circulated).	
07/09/25	Chairperson's Items To note the Chairperson's report.	
08/09/25	Clerk's Report To note the Clerks Report (Matters in progress – for information only).	

09/09/25	Financial Report 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.	
10/09/25	Planning Applications Application No: PA/2025/891 Proposal: Planning permission to erect rear extensions to detached bungalow, detached double garage block and new boundary with dropped kerb Site: 56 North Street, West Butterwick, DN17 3JW To note the above planning application was dealt with under the Council's Scheme of Delegation. No comment.	
11/09/25	Planning Appeal Dismissed To note that the Planning Inspectorate has dismissed the planning appeal for application PA/2024/390.	
12/09/25	Playground Inspection To receive the monthly report of the playground inspection (information previously circulated).	
13/09/25	Playing Field Grass Cutting To resolve the playing field grass cutters.	
14/09/25	Playing Field Risk Assessment To receive and resolve the playing field risk assessment (information previously circulated).	
15/09/25	Playing Field Rules of Use Item brought forward from previous agendas. To receive information from Cllr Fowler regarding the Playing Field Rules of Use	
16/09/25	Playing Field To receive a request from the Village Hall Committee for the use of the playing field for an event.	
17/09/25	Playing Field Hedge To receive information and resolve whether to have the playing field hedge cut this year.	BH
18/09/25	Blood Pressure Ambassador To receive information regarding a new initiative from N Lincs Council for blood pressure ambassadors in the community.	SD
19/09/25	National Local Government Pay Award 2025/2026 To note the Local Government pay award 2025/2026 to take effect from 1 April 2025 (information previously circulated).	
20/09/25	Gym Equipment To consider a request from a resident for the purchase and installation of gym equipment on the playing field.	
21/09/25	Best Kept Village 2025 To note the results and resolve attendees at the awards evening (information previously circulated).	
22/09/25	ICO To receive information regarding the Parish Council's registration and payments.	

23/09/25	Sage Payroll Services To note that the cost per month for Sage Payroll Services has increased to £13.20.	
24/09/25	Ward Councillor Report To receive a report from the Ward Councillor.	
25/09/25	Highways, Footpaths and Street Lighting To allow Councillors to report any issues with highways, footpaths and street lighting in the parish.	
26/09/25	Date and Time of Next Meeting To note the date and time of the next meeting as Monday 20 October 2025 at 7 pm.	

Payment Appendix

Cheque	Recipient	Purpose	Nett Amount	VAT	Total
101627	Staff	Salary August			Confidential
101628	C Boyall	Postage	5.80	1.16	6.96
101628	C Boyall	Microsoft 365	87.49	17.50	104.99
101629	HMRC	PAYE			Confidential
101630	Vision ICT	Website Maintenance	166.47	33.29	199.76
101631	C Dance (Marina Mae)	VJ Day	180.00	0	180.00
101632	Staff	September Salary		0	Confidential
101633	C Boyall	Mileage	11.70	0	11.70
101633	C Boyall	Home Office Allowance Oct-Dec	78.00	0	78.00
101634	HMRC	PAYE			Confidential
101635	R A Fowler	Diesel for Mower	51.23	10.25	61.48
DD	Sage One	Payroll Services	11.00	2.20	13.20