

WEST BUTTERWICK PARISH COUNCIL

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

14 October 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 20 October 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
01/10/25	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.	
02/10/25	Apologies To receive apologies and reasons for absence.	
03/10/25	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.)	
04/10/25	Granting of Dispensations (Code of Conduct, 2012)	
05/10/25	Draft Minutes of the Full Council meeting held on 15 September 2025 To resolve the Draft Minutes of the Full Council meeting on 15 September 2025 (Copies of which have been previously circulated).	
06/10/25	Chairperson's Items To note the Chairperson's report.	
07/10/25	Clerk's Report To note the Clerks Report (Matters in progress – for information only).	
08/10/25	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.	
09/10/25	Urgent action taken by the Clerk To note that the large mower developed a fault, this was inspected, and a battery was purchased under 6.7 (ii) of the Parish Council's Financial Regulations at a cost of £47.79.	

10/10/25	Planning Permission Application No: PA/2025/1242 Proposal: Planning permission to erect a single storey restaurant 'orangery' extension including installation of new window on south elevation Site: Ferry Boat Inn, 9 South Street, West Butterwick, Scunthorpe, DN17 3JT	
11/10/25	Planning Permission Granted To note that planning application PA/2025/891 has been granted.	
12/10/25	Playground Inspection To receive the monthly report of the playground inspection (information previously circulated).	
13/10/25	Playing Field Rules of Use Item brought forward from previous agendas. To receive information from Cllr Fowler regarding the Playing Field Rules of Use	
14/10/25	Playing Field Use To consider the use of the playing field.	PS
15/10/25	Remembrance Sunday To resolve to purchase a poppy wreath under section 137 Local Government Act 1972.	
16/10/25	Keadby Regeneration Project To receive information and to consider submitting a representation.	
17/10/25	CCTV and Data Protection Training To resolve that Cllr Drakes attend this training at a cost of £36.50.	SD
18/10/25	Church Clock Service To receive information regarding the church clock service and receive and consider an invoice for £265.20 inc VAT.	
19/10/25	Research Study To receive a request for permission to perform a study on the playing field in relation to flood risk for a university dissertation.	
20/10/25	Ward Councillor Report To receive a report from the Ward Councillor.	
21/10/25	Highways, Footpaths and Street Lighting To allow Councillors to report any issues with highways, footpaths and street lighting in the parish.	
22/10/25	Date and Time of Next Meeting To note the date and time of the next meeting as Monday 17 November 2025 at 7 pm.	

Payment Appendix

Cheque	Recipient	Purpose	Nett Amount	VAT	Total
101637	Staff	Salary October			Confidential
101638	C Boyall	Mileage	23.40	0	23.40
101639	HMRC	PAYE			Confidential
101640	S Drakes	Mower Battery	39.83	7.96	47.79
DD	ICO	Data Protection Annual Fee	47.00	0	47.00
DD	Sage One	Payroll Services	11.00	2.20	13.20