

WEST BUTTERWICK PARISH COUNCIL

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

10 March 2026

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 16 March 2026 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
01/03/26	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.	
02/03/26	Apologies To receive apologies and reasons for absence.	
03/03/26	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.)	
04/03/26	Granting of Dispensations (Code of Conduct, 2012)	
05/03/26	Draft Minutes of the Full Council meeting held on 16 February 2026 To resolve the draft minutes of the Full Council meeting on 16 February 2026 (Copies of which have been previously circulated).	
06/03/26	Chairperson's Items To note the Chairperson's report.	
07/03/26	Clerk's Report To note the Clerks Report (Matters in progress – for information only).	
08/03/26	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.	
09/03/26	Asset Register To approve the updated Asset Register for 2025/2026.	

10/03/26	Verification of Bank Reconciliation To confirm that verification of the bank reconciliation has been completed.
11/03/26	Playground Inspection To receive the monthly report from the playground inspection.
12/03/26	Planning Application Submissions To note that planning application PA/2026/50 was dealt with under the Council's Scheme of Delegation and that the Parish Council support this application.
13/03/26	Planning Applications Planning No: PA/2026/181 Proposal: Planning permission to convert former public house into two dwellings Site: Three Horse Shoes, 1 North Street, West Butterwick, DN17 3JR
14/03/26	Condition of the Roads in the Parish To discuss the condition of the roads in the parish.
15/03/26	Large Mower To receive information regarding an issue with the large mower and resolve to have this looked at and repaired if necessary.
16/03/26	Ward Councillor Report To receive a report from the Ward Councillor.
17/03/26	Highways, Footpaths and Street Lighting To allow Councillors to report any issues with highways, footpaths and street lighting in the parish.
18/03/26	Date and Time of Next Meeting To note the date and time of the next meeting as Monday 20 April 2026 at 7 pm.

Payment Appendix

Cheque	Recipient	Purpose	Nett Amount	VAT	Total
101661	Staff	Salary March			Confidential
101662	C Boyall	Mileage	11.70	0	11.70
101663	Cancelled				
101664	HMRC	PAYE			Confidential
DD	Sage One	Payroll Services	11.00	2.20	13.20