

WEST BUTTERWICK PARISH COUNCIL

Clerk: Clare Boyall

Tel: 07876194049 email: clerk@westbutterwickpc.org.uk

8 June 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 15 June 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.

01/06/26	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.
02/06/26	Apologies To receive apologies and reasons for absence.
03/06/26	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.)
04/06/26	Granting of Dispensations (Code of Conduct, 2012)
05/06/26	Draft Minutes of the Full Council meeting held on 18 May 2026 To resolve the draft minutes of the Full Council meeting held on 18 May 2026 (Copies of which have been previously circulated).
06/06/26	Chairperson's Items To note the Chairperson's report.
07/06/26	Clerk's Report To note the Clerks Report (Matters in progress – for information only).
08/06/26	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.
09/06/26	Playground Inspection
09.1	To receive the monthly report from the playground inspection.
09.2	To receive and consider the annual playground inspection report.

- 10/06/26 Annual Audit 2025/2026**
To note the confirmation from the external auditor that the Certificate of Exemption has been received and the conclusion of the 2025/2026 audit.
- 11/06/26 Bank Reconciliation Check**
To receive confirmation that payment checks have been made against the bank reconciliation.
- 12/06/26 Budget Review**
To consider and review the budget position.
- 13/06/26 Health and Safety Policy**
To receive information from Cllr Fowler regarding a new Health and Safety policy. Brought forward from previous agenda.
- 14/06/26 Mileage Rates**
To note that the approved mileage rate has increased to 55p per mile backdated to 1 April 2026.
- 15/06/26 Sage Payroll**
To note that the new cost from 1 July 2026 will be £14 inc VAT.
- 16/06/26 Isle Country Show CIC**
To receive and consider communication from the Isle Country Show CIC.
- 17/06/26 New Legislation**
To note that new legislation has come into force under section 32a of the Localism Act 2011 regarding publicly available information for Councillors.
- 18/06/26 Planning Permission Granted**
To note that planning application PA/2026/181 has been granted.
- 19/06/26 Salt Bin Parklands**
To receive and consider information from Cllr Fowler regarding the storage of this bin and the placement of it later in the year.
- 20/06/26 Highways Officer Communication**
To note the reply from the highways officer regarding the highway narrowing on North Street.
- 21/06/26 Ward Councillor Report**
To receive a report from the Ward Councillor.
- 22/06/26 Highways, Footpaths and Street Lighting**
To allow Councillors to report any issues with highways, footpaths and street lighting.
- 23/06/26 Date and Time of Next Meeting**
To note the date and time of the next meeting as Monday 20 July 2026 at 7 pm.

Payment Appendix

Cheque	Recipient	Purpose	Nett Amount	VAT	Total
101680	Staff	Salary June			Confidential
101681	C Boyall	Mileage	20.62	0	20.62
101681	C Boyall	Home Office Allowance Jul-Sep	78.00	0	78.00
101682	HMRC	PAYE			Confidential
101683	Yards Apart	Grass Verges Cut 3	175.00	35.00	210.00
101683	Yards Apart	PROW Cut 1	275.00	55.00	330.00
101684	N Lincs Council	Litterbin Agreement	546.00	109.20	655.20

101685	The Play Inspection Company	Annual Playground Inspection	117.00	23.40	140.40
DD	Sage One	Payroll Services	11.00	2.20	13.20