

WEST BUTTERWICK PARISH COUNCIL

Clerk: Clare Boyall

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

12 September 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 21 September 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.

01/09/26	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.
02/09/26	Apologies To receive apologies and reasons for absence.
03/09/26	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.)
04/09/26	Granting of Dispensations (Code of Conduct, 2012)
05/09/26	Draft Minutes of the Full Council meeting held on 20 July 2026 To resolve the draft minutes of the Full Council meeting held on 20 July 2026 (Copies of which have been previously circulated).
06/09/26	Chairperson's Items To note the Chairperson's report.
07/09/26	Clerk's Report To note the Clerks Report (Matters in progress – for information only).
08/09/26	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.
09/09/26	Budget Review 2026 2027 To review the budget 2026 2027

- 10/09/26 Bank Reconciliation**
To note that bank reconciliation checks have been carried out.
- 11/09/26 Playground Inspection**
To receive the monthly report from the playground inspection.
- 12/09/26 Planning Permission Granted**
To note that permission has been granted for planning application PA/2026/105.
- 13/09/26 Data Protection Training Slides**
To note the information contained within the Data Protection Slides.
- 14/09/26 Best Kept Village 2026**
To note the results of the Best Kept Village competition and to resolve the attendees at the awards presentation.
- 15/09/26 Best Kept Village 2027 SD**
To discuss the arrangements for the Best Kept Village 2027 and how to engage the residents in the village planting.
- 16/09/26 Large Mower Repair**
To note and resolve the payment for the repair of the large mower under 6.7ii of the Financial Regulations.
- 17/09/26 Grass Cutting Contract Surplus**
To consider what to spend the excess of £62 on from the grass cutting contract.
- 18/09/26 Local Government Services Pay Award 2026**
To note the Local Government Services pay award 2026 from 1 April 2026.
- 19/09/26 Local Government Reorganisation**
To note the Local Government Reorganisation has been paused.
- 20/09/26 Doncaster Sheffield Airport's Airspace Change Proposal Public Consultation**
To consider whether to submit a comment to the Doncaster Sheffield Airports consultation.
- 21/09/26 The Pensions Regulator**
To note that the re-declaration has been completed for the Parish Council.
- 22/09/26 Poppy Wreath Local Government Act Section 137**
To resolve to purchase a poppy wreath for Remembrance Sunday.
- 23/09/26 The Smaller Authorities Proper Practices Panel (SAPPP) Consultation**
To receive the consultation information and resolve whether to submit a reply to the consultation.
- 24/09/26 Ward Councillor Report**
To receive a report from the Ward Councillor.
- 25/09/26 Highways, Footpaths and Street Lighting**
To allow Councillors to report any issues with highways, footpaths and street lighting.
- 26/09/26 Date and Time of Next Meeting**
To note the date and time of the next meeting as Monday 19 October 2026 at 7 pm.

Payment Appendix

Cheque	Recipient	Purpose	Nett Amount	VAT	Total
101691	Staff	Salary August			Confidential

101692	C Boyall	Microsoft 365 Annual Subscription	87.49	17.50	104.99
101692	C Boyall	Paper	8.17	1.63	9.80
101692	C Boyall	Storage Box	15.00	3.00	18.00
101692	C Boyall	Postage	10.57	2.11	12.68
101693	C Boyall	Mileage	5.28	0	5.28
101694	HMRC	PAYE			Confidential
101695	Yards Apart	Grass Verges Cut 5	175.00	35.00	210.00
101695	Yards Apart	PROW Cut 2	275.00	55.00	330.00
101696	Vision ICT	Website and Email Annual Maintenance	166.47	33.29	199.76
101697	Thornhill Tractors	Large Mower Repair	591.97	0	591.97
DD	Sage One	Payroll Services	14.00	2.80	16.80
101698	Staff	Salary September			
101699	C Boyall	Home Office Allowance Oct-Dec	78.00	0	78.00
101699	C Boyall	Mileage	14.30	0	14.30
101700	HMRC	PAYE			Confidential
101701	Yards Apart	Grass Verges Cut 6	175.00	35.00	210.00
101702	R A Fower	Diesel for Mower	65.06	13.01	78.07
DD	Sage One	Payroll Services	14.00	2.80	16.80