WEST BUTTERWICK PARISH COUNCIL

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

12 October 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 19 October 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.

01/10/26 **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.

02/10/26 **Apologies**
To receive apologies and reasons for absence.

03/10/26 **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.)

04/10/26 **Granting of Dispensations** (Code of Conduct, 2012)

05/10/26 **Draft Minutes of the Full Council meeting held on 21 September 2026**
To resolve the draft minutes of the Full Council meeting held on 21 September 2026 (Copies of which have been previously circulated).

06/10/26 **Chairperson's Items**
To note the Chairperson's report.

07/10/26 **Clerk's Report**
To note the Clerks Report (Matters in progress – for information only).

08/10/26 **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.

09/10/26 **Playground Inspection**
To receive the monthly report from the playground inspection.

10/10/26 Planning Permission Granted
To note that planning application PA/2026/579 has been granted.

11/10/26 Best Kept Village
11.1 To consider what to spend the CPRE gift vouchers on from the Best Kept Village presentation.
11.2 To consider the planter information supplied by the Clerk.

12/10/26 Playing Field Hedge
To consider whether to have the playing field hedge cut.

13/10/26 War Memorial
To consider information relating to the possible cleaning of the War Memorial.

14/10/26 Ward Councillor Report
To receive a report from the Ward Councillor.

15/10/26 Highways, Footpaths and Street Lighting
To allow Councillors to report any issues with highways, footpaths and street lighting.

16/10/26 Date and Time of Next Meeting
To note the date and time of the next meeting as Monday 16 November 2026 at 7 pm.

Payment Appendix

Cheque	Recipient	Purpose	Nett Amount	VAT	Total
101703	Staff	Salary October			Confidential
101704	C Boyall	Mileage	14.30	0	14.30
101705	HMRC	PAYE			Confidential
101706	Yards Apart	Grass Verges Cut	175.00	35.00	210.00
101707	Vision ICT	Website and Email Annual Maintenance Replacement Chq	166.47	33.29	199.76
DD	Sage One	Payroll Services	14.00	2.80	16.80