



## WEST BUTTERWICK PARISH COUNCIL

### **MINUTES OF WEST BUTTERWICK PARISH COUNCIL MEETING held via Skype on 15 February 2021**

**Present:** Chair Cllr Shadlock, Vice Chair Cllr A Jones, Cllr S Drakes, Cllr A Broome, Cllr Harris, Cllr Fowler, Cllr Marshall, Cllr Baines and Ward Cllr Rose.

**Officer in attendance:** Clare Boyall Clerk and RFO

**Public:** No members of the public present.

**109/21 To receive apologies for absence.**

None.

**110/21 To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.**

Cllr Fowler      114a/21      PI

**111/21 To confirm the minutes of the Full Council meeting held on 18 January 2021 are a true and correct record of which took place.**

**Resolved** – The minutes of the Full Council meeting on 18 January 2021 were signed as a true and correct record. Proposed Cllr Harris, seconded Cllr Drakes.

**112/21 Clerk's Report**

- a The Clerk has had site of Cllr Fowler's DBS check result.
- b The Clerk has received a response from N Lincs Council regarding the water access covers that are broken. These are the responsibility of Yorkshire Water. N Lincs Council will report these and feed back to the Clerk.
- c No further information has been received with regard to the missing footpath sign and the Millennium path. The Clerk will chase this with the Definitive Map Officer.
- d The Clerk has received an email from the contractor with regard to the moss removal in between the MUGA and the fence. They advised that they would contact the Clerk last week. No communication has been received so far.
- e The contractor who will be removing the dead Poplar trees on the recreation field can supply bark chippings from these for the Kissing Gate if required.
- f The Spring in Bloom grant has been submitted.
- g The Clerk has reported the gullies on North Street. This has been acknowledged by N Lincs Council.

**113/21 Chair's Announcements**

None.

**114/21 Finance**

- a **Resolved:** The following cheques were approved for payment:  
Proposed Cllr Shadlock, seconded Cllr Jones

Payee	Detail	Amount
C Boyall	Postage	£13.98
Cllr Fowler	DBS Check	£23.00

- b To receive the financial report to 31 January 2021.  
Proposed Cllr Harris, seconded Cllr Drakes.

It was **resolved** to accept the financial report to 31 January 2020.

**115/21 Planning Permission Refused**

PA/2020/1959	Determination of the requirement for prior approval for an agricultural storage barn at South Ewsters Cottage, Owston Ferry Road, West Butterwick, DN17 3JX
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Noted.

**116/21 Playground Inspection**

- a Cllr Jones has completed an inspection. All play equipment is in good condition. Nothing of note has changed since the last inspection.
- b This was discussed. Cllr Baines will install the signs for both the play area and the MUGA. Cllr Drakes proposed to paint both picnic tables. Cllr Harris requested that a quotation be obtained for this work to be done and for the protruding bolt threads to be removed. Cllr Jones will obtain a quotation.
- c This was included in error as Cllrs resolved last year to order a yearly inspection.

**117/21 Kissing Gate Recreation Field**

This item was discussed at length. Cllr Jones and Cllr Fowler have performed a site visit. Cllr Jones proposed that shuttering be installed, and the area covered in concrete which will have a ribbed surface to prevent slipping. Cllr Broome proposed to remove the kissing gate. Cllr Jones requested that all Cllrs look at the gate before the next meeting. This item will be carried forward to the next agenda. Cllr Harris proposed that the ground be concreted, seconded by Cllr Marshall.

It was resolved that the Kissing Gate entrance ground be concreted.

**118/21 Land Registration**

The Clerk advised that she does not have any records of the majority of the land that the Parish Council owns and requested that a Lead Councillor be elected to look into land registration as the Clerk does not have enough time in the hours that she has. This was discussed. Cllr Harris will look at the Land Registry site. Cllr Jones and Cllr Shadlock will look in the Parish Council records. This item will be carried forward to the next agenda.

**119/21 Narrowing of the road on North Street**

Cllr Broome requested that this item be placed on the agenda. He advised that N Lincs Council were completing a site visit last year. Ward Cllr Rose advised that he has no further information regarding this. This was discussed. The Clerk will contact N Lincs Council regarding this.

**120/21 Ward Councillor Report**

Cllr Rose reported that the Council Tax limit this year is a 5% increase to consist of up to 3% for adult social care and up to 2% general tax.

Vaccinations in the area are progressing well and infection rates are falling.

The Local Plan has been delayed as a more detailed drainage plan is required.

An Isle of Axholme flag is to be produced and the Parish Council will be supplied with one.

The Just Go buses are still running and an extra bus has been acquired which will enable services to increase. Free school meals have continued into the school half term.

### **121/21 Correspondence**

- a The Clerk has received and completed a land registration survey that NALC have circulated.
- b An update has been received from NALC on the return to face to face meetings. The regulations that allow Parish Councils to hold remote meetings apply up to 7 May 2021. With our further action from the Government Parish Councils must return to face to face meetings from that date. NALC are pressing the Government to extend this. Parish Councils should consider whether to hold their annual meeting and annual Parish meeting before this date to limit the length of meetings. The Clerk requested that she be given a copy of the risk assessment for the Village Hall and advised that the Village Hall should conform to the Government multipurpose community facilities. The Clerk advised that there are several recommendations been given by NALC including the use of staggered entry and exit times and face coverings as well as using a large enough room. Cllr Harris stated that the guidance may change before that date.

### **122/21 Highways, Footpaths and Street Lighting**

- a Cllr Shadlock reported that there is still an issue of horses being kept in stabling at 11 West Street as well as dogs. Enforcement has visited the site and had given the owners 30 days to remove them. Ward Cllr Rose will contact enforcement to advise them that the owners have not complied.
- b Cllr Broome advised that the drains at the junction of Christopher's Meadow and West Street are raised and do not allow the drainage of surface water. The Clerk will report this.
- c Cllr Broome requested whether there was any update on the road surface cracking on West Street. Ward Cllr Rose will chase a site inspection.
- d Cllr Fowler advised that the brown bin collections had now re-started and the notices on the noticeboards needed to be removed. Cllr Jones will take them out.
- e Cllr Marshall advised that work will be carried out on some of the trees at the vicarage. All dead wood will be removed. This will be complaint with the tree preservation order.

### **123/21 Date and Time of Next Meeting**

It was noted that the next meeting of the Parish Council will be held on 15 March 2021 via Skype unless Government Guidelines change, and the Parish Council can meet in person.

Vote to exclude the press and public due to an exemption as defined in paragraph 1 of part 1 of schedule 12a of the Local Government Act 1972, also in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed.

### **124/21 To resolve the Clerk's wage and expenses for January 2021**

It was **resolved** to approve the Clerk's wage for January 2021. Proposed Cllr Harris, seconded Cllr Baines.

**Meeting closed at 8.20 pm.**

Signature	Date
Designation	