



WEST BUTTERWICK PARISH COUNCIL

Clerk and RFO – Clare Boyall
Tel: 07876194049

11 May 2021

To All members of the Parish Council

Dear Councillor

ANNUAL FULL COUNCIL MEETING OF WEST BUTTERWICK PARISH COUNCIL

Covid Guidance

Any person attending this meeting must wear a face mask at all times. Please use the hand sanitiser provided before entering the meeting room. The maximum capacity of the meeting room is 30 people.

You are hereby summoned to attend the Full Council Meeting of West Butterwick Parish Council to be held at the Fred Wooffitt Memorial Hall, West Butterwick on Monday 17 May 2021 to commence at 7.00pm.

Yours sincerely

C Boyall

Clare Boyall
Clerk

Public Forum at 7.00pm

Public Forum: Members of the public are welcome to attend meetings of the council. Questions may be put to the council during the Public Forum (**which will be conducted at 7.00pm before the Council meeting**) after this time the public must refrain from speaking.

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 council meetings 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.

Agenda Business to be conducted

1/21 Election of Chairman

2/21 To sign and receive Chairman's Acceptance of Office form

- 3/21 Election of Vice Chairman
- 4/21 To receive apologies for absence
- 5/21 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.
- 6/21 Granting of Dispensations
- 7/21 To Review Councillors Declaration of Interest Forms
- 8/21 Appointment of Finance Committee Members
- 9/21 Appointment of Personnel Committee Members
- 10/21 Appointment of Footpath Officer
- 11/21 Appointment of Parish Council Representative on the Village Hall Committee
- 13/21 To Review and approve the Vexatious and Repeated Requests for Information Policy
- 14/21 To Review and approve the Data Protection Policy
- 15/21 To Review and approve the Security Incident Response Policy
- 16/21 To Review and approve the Personnel Committee Terms of Reference
- 17/21 To receive and adopt the minutes of the Full Council Meeting held on 19 April 2021.
- 18/21 Clerk's Report
To receive a review of the Clerk's recorded actions from the previous minutes. For information only.
- 19/21 Chair's Announcements
- 20/21 Finance
- a To receive and resolve the accounts for payment as follows:
- | | | |
|----------------|---------------|---------|
| C Boyall | Postage | £14.16 |
| Better Gardens | Grass Cutting | £290.00 |
- b To receive and resolve financial report to 30 April 2021 (information previously circulated).
- 21/21 Service Level Agreement Litter/Dog Bins Recreation Field
To receive the service level agreement and resolve the number of bins to be emptied (information previously circulated).

22/21 Planning Applications

PA/2021/522	Planning application to vary condition 5 of PA/2019/1413 for the erection of replacement dwelling following demolition of existing plus demolition of barns and erection of three further houses with appearance, landscaping and scale reserved for subsequent approval. Former Site Of 23, North Street, West Butterwick, DN17 3JR
PA/2021/790	Planning permission to erect a single-storey flat roof extension to the rear of the property and to make alterations, including a garage conversion. 1a School Lane, West Butterwick, DN17 3LB

23/21 Planning Permission Refused

PA/2021/172	Planning permission to erect a two-storey garage block with store above. Newlands Farm, Newlands Lane, Epworth, Nr Doncaster, DN9 1JA
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24/21 Playground Inspection

a To receive the monthly report for the village playground.

25/21 Moss Removal around MUGA

To receive further information.

26/21 Land Registration

To receive further information. Carried forward from previous agenda.

27/21 Best Kept Village

Standard Item

28/21 Ward Councillor Report

To receive a report from the Ward Councillor.

29/21 Correspondence

30/21 Highways, Footpaths and Street Lighting

Councillors to report any issues.

31/21 Date and Time of Next Meeting

To note the date and time of the next meeting as 21 June 2021 at 7 pm.

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.

32/21 To resolve the Clerk's wage for April 2021.