

**WEST BUTTERWICK PARISH COUNCIL**

These are the Minutes of Full Council Meeting of the West Butterwick Parish Council held at Fred Wooffitt Memorial Hall, West Butterwick on 19 February 2024.

**In Attendance:** Cllr Drakes (Chair), Cllr Fowler, Cllr Harris, Cllr McManus, Cllr Nixon, Cllr Shadlock and Ward Cllr Kennedy.

Clare Boyall Clerk and Responsible Financial Officer

1 Member of the Public

|                 | <b>Item</b>  | <b>Prop</b> |
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|                 | <p>Ward Cllr Mitchell spoke to council regarding transport. There are 7 services weekdays and 6 at weekends. There is also a demand responsive Just Go bus. N Lincs Council are aware that there have been issues with the booking system, but a new system is being designed. There will be a new 97 route service from July which will service the isle and connect the main towns on the Isle. Ward Cllr Kennedy will speak to Highways regarding the road closures to consider other options such as traffic lights, night closures or single lane closures. There are other transport schemes offered by N Lincs Council that residents can access.</p> |             |
| <b>08/02/24</b> | <p><b>Public Participation Session</b><br/>No member of the public wished to speak.</p>  |             |
| <b>09/02/24</b> | <p><b>Apologies</b><br/>Cllrs Brown and Marshall.</p>  |             |
| <b>10/02/24</b> | <p><b>Declarations of Interest</b><br/>Cllr Harris 23/2/24<br/>Cllr Fowler 23/2/24</p>   |             |
| <b>11/02/24</b> | <p><b>Granting of Dispensations</b> (Code of Conduct, 2012)<br/>None.</p>  |             |
| <b>12/02/24</b> | <p><b>Draft Minutes of the Full Council meeting held on 15 January 2024</b><br/>Cllr Nixon stated that he had given his apologies at the December meeting for January. Cllr Fowler proposed that the draft minutes of the Full Council meeting held on 15 January 2024 be accepted as a true record following the addition of Cllr Nixon's apologies, seconded by Cllr Harris. All in favour.</p> <p>It was <b>resolved</b> that the draft minutes of the Full Council meeting held on 15 January 2024 be accepted as a true record following the addition of Cllr Brown re-entering the meeting room.</p>   |             |
| <b>13/02/24</b> | <p><b>Chairperson's Items</b><br/>None.</p>  |             |
| <b>14/02/24</b> | <p><b>Clerk's Report</b><br/>Footpath 127 sign has been reinstated by N Lincs Council.</p> <p>A quotation was requested for the moles on the recreation field, and this has been added to the agenda.</p> <p>The quotation for the repair of the noticeboard has been accepted.</p>  |             |

An update on the original submission regarding the trees on West Street has been sent to N Lincs Council.

A report was sent, and works have now been completed on the blocked gullies/drains on North Street.

A report was sent regarding West Street and a sweeper is due to attend.

A further submission was sent regarding the pothole outside 46 North Street. An assessment has been carried out and appropriate action will be taken. Communication was sent to the Principal Access and Commons Officer regarding the soil pile near to a footpath. A subsequent email from Cllr Shadlock advised that the potential owner of this land has cut this back. The Officer was advised of this development.

The Sustainable Planting grant information has been submitted to N Lincs Council.

**15/02/24 Financial Report**

| <b>Cheque</b> | <b>Recipient</b> | <b>Purpose</b>   | <b>Total</b> |
|---------------|------------------|------------------|--------------|
| 101530        | C Boyall         | January Salary   | Confidential |
| 101530        | C Boyall         | HMRC PAYE        | 23.60        |
| 101530        | C Boyall         | Mileage          | 11.70        |
| 101530        | C Boyall         | Stationery       | 3.50         |
| DD            | Sage One         | Payroll Services | 9.60         |

Cllr Harris proposed that the financial report be accepted and the cheques for payment should be signed, seconded by Cllr Shadlock. All in favour.

It was **resolved** that the financial report be accepted and the cheques for payment should be signed.

**16/02/24 Planning Applications**

**Application No:** PA/2024/86

**Proposal:** Planning permission to erect first floor extension to existing garage to create first floor home office and gym

**Site Location:** 26, West Street, West Butterwick, DN17 3LA

Cllr Harris proposed that no observations be made, seconded by Cllr Drakes. All in favour.

It was **resolved** that no observations be made.

**17/02/24 Playground Inspection**

An inspection took place on 15 January 2024. Cllr Fowler is still planning to treat the moss in the Spring. Cllr Nixon will send the reports to the Clerk. Another inspection will be carried out this month. The netball nets have been given to Cllr Nixon to install. Cllr Fowler proposed that up to £30 could be spent on signs for the MUGA, seconded by Cllr McManus. All in favour.

It was resolved that up to £30 could be spent on signs for the MUGA.

**18/02/24 Community Governance Review**

**To receive the information regarding the above review and to consider the following points (information previously circulated):**

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|                 | <ul style="list-style-type: none"> <li>• <b>Does the council want to create, merge, alter or abolish the parish?</b><br/>No.</li> <li>• <b>Does the council wish to amend the name of the parish?</b><br/>No.</li> <li>• <b>What views does the council have on the electoral arrangements for the parish i.e. the ordinary year of election, council size, the number of councillors to be elected to the council and parish warding?</b><br/>There are never vacancies for very long. The Cllrs felt that 8 Cllrs were the minimum number for the council due to their committees and the workload of the council and the risk of being quorate if numbers were reduced. Cllrs had not stood for election previously to try and avoid an election and subsequent election costs to the parish.</li> <li>• <b>Does the council wish to be grouped with another parish under a common parish council or the de-grouping of parishes?</b><br/>No, the Cllrs felt that they were best placed to represent their residents and that the residents would not be represented if merged with another parish Council.</li> </ul> <p>Cllr Harris proposed to submit the responses detailed above to the Governance review, seconded by Cllr Drakes. All in favour.</p> <p>It was <b>resolved</b> to submit the responses detailed above to the Governance Review.</p> |  |
| <b>19/02/24</b> | <p><b>Jubilee Surgery Lease</b><br/>The proposed lease was discussed. Cllr Harris proposed to approve the new lease provided that the lease specifically mentioned that the cost of the insurance premium would be claimed back from South Axholme Group Practice, seconded by Cllr McManus. All in favour.</p> <p>It was <b>resolved</b> to approve the new lease provided that the lease specifically mentioned that the cost of the insurance premium would be claimed back from South Axholme Group Practice.</p>   |  |
| <b>20/02/24</b> | <p><b>Litter Bin Agreement 2024/2025</b><br/>Cllr Harris proposed to sign the agreement for the emptying of 3 of the litterbins on the recreation field, seconded by Cllr Fowler. All in favour.</p> <p>It was <b>resolved</b> to sign the agreement for the emptying 3 of the litterbins on the recreation field.</p>  |  |
| <b>21/02/24</b> | <p><b>Wooden Lamp Post Poppies</b><br/>The sponsor is happy to pay directly for the wooden poppies that another resident would like to make and will liaise directly with him.</p>  |  |
| <b>22/02/24</b> | <p><b>Publication Scheme</b><br/>Cllr Harris proposed to adopt the Publication Scheme, seconded by Cllr Fowler. All in favour.</p> <p>It was <b>resolved</b> to adopt the Publication Scheme.</p>   |  |
| <b>23/02/24</b> | <p><b>Village Hall Room Rental</b><br/>Cllr McManus proposed to note the increase in room rental fees from 1 April 2024, seconded by Cllr Nixon. 4 in favour.</p>   |  |

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|                 | <p>It was <b>resolved</b> to note the increase in room rental fees from 1 April 2024.</p>   |
| <b>24/02/24</b> | <p><b>Recreation Field Moles</b><br/> Cllr McManus proposed to accept the quotation of £120 plus VAT for the removal of moles on the recreation field, seconded by Cllr Nixon. All in favour.</p> <p>It was <b>resolved</b> to accept the quotation of £120 plus VAT for the removal of moles on the recreation field.</p>  |
| <b>25/02/24</b> | <p><b>Portrait of King Charles III</b><br/> Cllr Nixon proposed to order a free portrait of His Majesty King Charles III, seconded by Cllr Drakes. All in favour.</p> <p>It was <b>resolved</b> to order a free portrait of His Majesty King Charles III.</p>   |
| <b>26/02/24</b> | <p><b>Open Spaces and Grass Verge Grass Cutting</b><br/> Cllr Shadlock advised that Haxey’s contractor did not have the verges on Parklands on his map. Clerk to contact the Clerk at Haxey to make sure that these areas as well as Ulyett Lane are to be cut as per the contract that Haxey have with N Lincs Council.</p>  |
| <b>27/02/24</b> | <p><b>Correspondence to Note</b><br/> ERNLLCA – Nomination for the Chair to attend a Buckingham Palace Garden Party.<br/> ERNLLCA – Training Guide<br/> N Lincs Council – Forthcoming meetings<br/> Hedgehog Highway Project<br/> Northern Powergrid Decarbonisation Workshop Invitation<br/> NATS Meeting Invitation</p> <p>Cllr Harris proposed to note the correspondence, seconded by Cllr McManus. All in favour.</p> <p>It was <b>resolved</b> to note the correspondence.</p>  |
| <b>28/02/24</b> | <p><b>Ward Councillor Report</b><br/> N Lincs Council are still looking for sites for tree planting for the Northern Forest. New car parking meters are being installed in the car parks in Scunthorpe. The first 2 hours will be free.<br/> Suggestions are still welcome from communities for EV charging points.<br/> The MMR take up rate is 86% and is below the target level of 95%.<br/> 2/3 of the replies have been positive for Devolution.<br/> N Lincs Council have increased the budget this year which includes additional spending on adult and child social care. They are also looking at housing needs in the area.</p> |
| <b>29/02/24</b> | <p><b>Highways, Footpaths and Street Lighting</b><br/> None.</p>  |
| <b>30/02/24</b> | <p><b>Date and Time of next Meeting</b><br/> The next Full Parish Council meeting will take place on 18 March 2024 at 7 pm in the Fred Woofitt Memorial Hall.</p> <p>Noted.</p> <p>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</p>   |

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| <p><b>31/02/24</b></p> | <p>the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed.</p> <p><b>Clerk's Wage</b><br/> Cllr Fowler proposed to approve the Clerk's wage for January, seconded by Cllr Shadlock. All in favour.</p> <p>It was <b>resolved</b> to approve the Clerk's wage.</p> <p>Meeting finished at 8.32 pm.</p> |  |
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