

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 14 April 2025.

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

Clare Boyall Clerk and Responsible Financial Officer

0 Member of the Public

	Item	Prop
01/04/25	Public Participation Session None.	
02/04/25	Apologies None.	
03/04/25	Declarations of Interest Cllr Brown 15/04/25	
04/04/25	Granting of Dispensations (Code of Conduct, 2012) None.	
05/04/25	Draft Minutes of the Full Council meeting held on 17 March 2025 Cllr Harris proposed that the draft minutes of the Full Council meeting held on 17 March 2025 be accepted as a true record, seconded by Cllr Marshall. All in favour. It was resolved that the draft minutes of the Full Council meeting held on 17 March 2025 be accepted as a true record.	
06/04/25	Chairperson's Items Cllr Drakes advised that the plaque had been stolen from the Coronation bench on the playing field. The Police have been informed.	
07/04/25	Clerk's Report The data supplied from N Lincs Council for the speed monitoring in the village is 1 years' worth of data. The small mower has been serviced. The annual audit work has been completed, and the auditor has completed the internal audit today. A resident has contacted the council regarding dog fouling. They have been advised to report issues to N Lincs Council. Invoices for the land rent have been submitted along with notification of rent increase as from 1 April 2026. The invoice for Jubilee surgery has been sent. A VAT claim has been submitted. Cllr Marshall proposed to note the Clerk's report, seconded by Cllr Brown. All in favour.	

It was **resolved** to note the Clerk's report.

08/04/25

Financial Report

Cheque	Recipient	Purpose	Total
101594	Cancelled		
101597	ERNLLCA	Training	24.00
101598	Thornhill Tractors	Large Mower Service	420.00
101599	C Boyall	April Salary	Confidential
101600	C Boyall	Mileage Mar and April	23.40
101600	C Boyall	Home Office Allowance Apr-Jun	78.00
101601	JW Bichen	Playing Field Hedge Replacement Chq	240.00
101602	CPRE	Best Kept Village	40.00
101603	ERNLLCA	Annual Membership	504.46
101604	Scunthorpe Lawnmower Service	Small Mower Service	103.60
101605	Playground Inspection Company	Annual Playground Inspection	134.40
DD	Sage One	Payroll Services	12.00

Cllr Harris advised that the ex volunteer grass cutter had purchased diesel for the mower. The Clerk advised that this was for £59.68.

The Finance Committee met prior to the full council meeting and the bank balance was discussed. Due to the lack of funds in the current account they have recommend that a transfer of £1000 be made from the Santander savings account.

Cllr Fowler proposed to transfer £1000 from the Santander account into the HSBC current account, seconded by Cllr Drakes. All in favour.

It was **resolved** to transfer £1000 from the Santander account into the HSBC current account.

Cllr Fowler proposed that the financial report be accepted and the cheques for payment should be signed including the diesel invoice for £59.68, seconded by Cllr Marshall. All in favour.

It was **resolved** that the financial report be accepted and the cheques for payment should be signed including the diesel invoice for £59.68.

09/04/25

Planning Applications

Application No: PA/2025/274

Proposal: Application to determine if prior approval is required for a proposed change of use of four agricultural building to eight dwellinghouse (Use Class C3) including partial demolition

Site: Barns, West Street, West Butterwick

At this point Cllr Marshall declared an interest in this item.

Cllr Fowler proposed to neither support or object to this application but comment that there are concerns with access and egress and especially during the construction phase, seconded by Cllr Brown. All in favour.

	<p>It was resolved to neither support or object to this application but comment that there are concerns with access and egress and especially during the construction phase.</p>	
10/04/25	<p>Playground Inspection</p> <p>An inspection has been carried out. This was discussed. Cllr Drakes proposed to remove the gates on the MUGA as these are continually getting damaged, seconded by Cllr Fowler. All in favour.</p> <p>It was resolved to remove the gates on the MUGA as these are continually getting damaged.</p>	
11/04/25	<p>Annual Playground Inspection Report</p> <p>Cllr Drakes proposed to note the annual playground inspection report and to monitor the low and very low items, seconded by Cllr Fowler. All in favour.</p> <p>It was resolved to note the annual playground inspection report and to monitor the low and very low items.</p>	
12/04/25	<p>Playing Field Rules of Use for Events</p> <p>The rules were discussed. Cllr Fowler stated that he had no objections as long as the school continued to have the use of the field. The Clerk advised that there was no issue with the school using the field as long as the council were notified when they wished to use it for their sports day, and they supplied the risk assessment that they would undoubtedly have for this event. Cllr Harris advised that they usually notify her. The Clerk advised that this should come to the council. The rules were discussed further at length. Cllr Harris requested a recorded vote. Cllr Brown proposed to approve the Playing Field Rules of use for Events, seconded by Cllr Drakes.</p> <p>Objection – Cllrs Harris and Fowler</p> <p>Abstentions – Cllrs Shadlock, Marshall and McManus</p> <p>Approve – Cllrs Drakes and Brown. Cllr Drakes used her Chair's casting vote.</p> <p>It was resolved to approve the Playing Field Rules of use for Events.</p>	
13/04/25	<p>Health and Safety Playing Field</p> <p>The volunteer grass cutter has declined to sign the acknowledgement slip for the risk assessment. Cllrs McManus and Fowler have signed, and Cllr Drakes advised that her husband has signed the acknowledgement slip and has read the risk assessment. Both Cllr McManus and Cllr Drakes' husband will be trained in the use of the large mower. The Clerk advised she should be notified when this is done. Cllr Fowler will purchase the diesel from now on for the mower.</p> <p>Cllr Fowler proposed to thank the volunteer grass cutter for cutting the playing field for many years, seconded by Cllr Drakes. All in favour.</p> <p>It was resolved to thank the volunteer grass cutter for cutting the playing field for many years.</p>	
14/04/25	<p>In Bloom 2025</p> <p>2 quotations have been obtained for flowers and compost for the grant application. Cllr Drakes proposed to apply for £250 for plants and compost for this grant, seconded by Cllr Shadlock. All in favour.</p> <p>It was resolved to apply for £250 for plants and compost for this grant.</p>	
15/04/25	<p>Booking Request Playing Field</p>	

	<p>The request to use the field for 3 days by touring caravans was discussed. Cllr Harris proposed not to approve the request for the use of the playing field for touring caravans., seconded by Cllr McManus. All in favour. 1 abstention.</p> <p>It was resolved not to approve the request for the use of the playing field for touring caravans</p>	
16/04/25	<p>PCSO 20 Year Service Medal Petition Cllr Drakes proposed to support the PCSO 20 year Long Service Petition, seconded by Cllr Marshall. 6 in favour, 1 Against.</p> <p>It was resolved to support the PCSO 20 year Long Service Petition.</p>	
17/04/25	<p>Ward Councillor Report Ward Cllr Kennedy sent her apologies for this meeting.</p>	
18/04/25	<p>Correspondence – to Note North Humber to High Marnham Consultation ERNLLCA – Commons Transport Select Committee Survey N Lincs Council – Forthcoming Meetings ERNLLCA – Training</p> <p>Cllr Shadlock proposed to note the correspondence, seconded by Cllr Marshall. All in favour.</p> <p>It was resolved to note the correspondence.</p>	
19/04/25	<p>Highways, Footpaths and Street Lighting AF Chase replacement street light with Ward Cllr Kennedy. This will be done after 1 May due to Clerk having no hours left this month. BH Request the date when the PROWs will be cut. This will be done after 1 May due to Clerk having no hours left this month. SM The grit box at the top of Parklands has been emptied by children. JB There are issues with the road surface on West Street and in light of N Lincs Council not re-surfacing this year residents are advised to contact N Lincs directly.</p>	
20/04/25	<p>Date and Time of Next Meeting To note the date and time of the next meeting as Monday 1 May 2025 at 7 pm.</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 the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed.</p>	
21/04/25	<p>Clerk's Wage Cllr Brown proposed to approve the Clerk's wage for April, seconded by Cllr Drakes. All in favour.</p> <p>It was resolved to approve the Clerk's wage for April.</p> <p>Meeting finished at 8.30 pm.</p>	