

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 16 June 2025.

In Attendance: Cllr Brown, Cllr Fowler, Cllr Harris, Cllr McManus, Cllr Marshall, Cllr Shadlock (Vice Chair), Cllr Shore (from 19/06/25) and Ward Cllr Kennedy.

Clare Boyall Clerk and Responsible Financial Officer

0 Member of the Public

	Item	Prop				
01/06/25	Public Participation Session None.					
02/06/25	Apologies Cllr Drakes					
03/06/25	Declarations of Interest Cllr Harris 09/06/25 Pecuniary Cllr Fowler 09/06/25 Pecuniary					
04/06/25	Granting of Dispensations (Code of Conduct, 2012) None.					
05/06/25	Draft Minutes of Finance Committee Meeting held on 14 April 2025 Cllr Harris proposed that the draft minutes of the Full Council meeting held on 14 April 2025 be accepted as a true record, seconded by Cllr Fowler. All in favour. Resolved.					
06/06/25	Draft Minutes of the Full Council meeting held on 1 May 2025 Cllr Harris proposed that the draft minutes of the Full Council meeting held on 1 May 2025 be accepted as a true record, seconded by Cllr McManus. All in favour. Resolved.					
07/06/25	Chairperson's Items None.					
08/06/25	Clerk's Report The annual audit documentation has been sent to PKF Littlejohn the external auditor. Quotations have been received for the tree surveys and will be added to the July agenda. The quotation for the council's insurance has been accepted and the portion for Jubilee Surgery ahs been obtained. This will be added to the next rent invoice. The VE Day portion of the community grant has been claimed. Cllr Marshall proposed to note the Clerk's report, seconded by Cllr Brown. All in favour. Resolved. Cllr Harris and Cllr Fowler left the meeting room.					
09/06/25	Financial Report					
	<table><tr><th>Cheque</th><th>Recipient</th><th>Purpose</th><th>Total</th></tr></table>	Cheque	Recipient	Purpose	Total	
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101611	Gallaghers	Insurance	1899.71
101612	C Boyall	June Salary	Confidential
101613	C Boyall	Home Office Allowance July-Sept	78.00
101614	C Boyall	Mileage June	11.70
101615	HMRC	PAYE	Confidential
101616	R A Fowler	Diesel for Mower	40.62
101617	West Butterwick Village Hall	Hire VE Day	100.00
101618	Cllr B Harris	VE Day Refreshments	139.54
101618	Cllr B Harris	VE Day Refreshments	13.64
101619	Tunes	Plants and Compost	300.00
DD	Sage One	Payroll Services	12.00

Cllr Marshall proposed that the financial report be accepted and the cheques for payment should be signed, seconded by Cllr Brown. All in favour. **Resolved.**

Cllr Harris and Cllr Fowler re-entered the meeting room.

10/06/25

Planning Applications

Application No: PA/2025/658

Proposal: Application under the Overhead Lines (Exemption) (England & Wales) Regulations 2009 for the erection of a new 12m high H pole

Site: land north of 84 North Street, West Butterwick, Scunthorpe, DN17 3JW

Cllr Marshall proposed to note this application was dealt with under the Council's Scheme of Delegation and no comment submitted, seconded by Cllr Brown. All in favour. **Resolved.**

12/06/25

Playground Inspection May and June

Cllr McManus advised that there were still issues with split pins. Cllr Fowler advised that he would replace these. A gate for the MUGA had been removed and was placed in the Village Hall garage. Cllr McManus advised that in his opinion the play surface required renewing. The Clerk advised that the annual playground inspection report did not raise any concerns with the play surface other than weed and algae growth. Cllr Fowler will spray this area.

13/06/25

Playground Inspection 2026

Cllr Harris proposed a repeat inspection for 2026 at a cost of £117 plus VAT, seconded by Cllr Marshall. All in favour. **Resolved.**

14/06/25

ERNLLCA District Committee Representatives

Cllr Fowler proposed that Cllr Brown be the Parish Council's nominated ERNLLCA District Committee Representative, seconded by Cllr Fowler. All in favour.

Resolved.

15/06/25

Condition of the Roads

The condition of the roads was discussed. The timescale for work on the roads is now before 2027. Clerk to contact Cllr Drakes to add a post to Facebook.

16/06/25

Playing Field Rules of Use

ERNLLCA's advice and the rules were discussed at length. The clerk advised that the Parish Council should have a document that sets out the rules of use. Cllr Fowler will contact the Clerk with suggested alterations, and this will be brought back to the next meeting.

17/06/25	Speed Indicator Device Cllr Fowler proposed to order the new solar powered SID and post and accept the risk of the expense of any potential need to move it, seconded by Cllr Brown. 5 in favour, 1 against. Resolved.	JM
18/06/25	Email Addresses and Domain Name A discussion took place regarding the costs involved in changing to a .gov domain name and Cllrs having council email addresses. Cllr Fowler felt that the costs were prohibitive. The Clerk advised Cllrs that by using their own personal email addresses these would be subject to any potential Subject Access Requests in future.	
19/06/25	Casual Vacancy Co-option Cllr Harris proposed that Paul Shore be co-opted onto West Butterwick Parish Council, seconded by Cllr Brown. All in favour. Resolved.	
20/06/25	Power Failures Cllr Marshall advised of the recent problems with the power cuts.	
21/06/25	In Bloom Grant Offer Cllr Marshall proposed to sign the acceptance of the In Bloom grant offer form. Cllr Marshall proposed to write a letter to 2 residents that had helped with the planting in the village, seconded by Cllr Fowler. All in favour. Resolved.	
22/06/25	N Lincs Council Local Plan Initial Engagement Consultation 2025 The consultation was briefly discussed. Cllrs will submit their own comments to the consultation and not as a Parish Council.	
23/06/25	Ward Councillor Report Ward Cllr Kennedy advised that Westwoodside and Haxey open gardens will take place on 12 and 13 July 2025.	
24/06/25	Highways, Footpaths and Street Lighting JS The legs are wobbly on one of the noticeboards. Cllr Shadlock will obtain a quotation to add metal spikes to the bottom of the wooden legs and send to the Clerk. PS Trees at 15 North Street have been reported to N Lincs Council they have issued a letter to the householder.	
25/06/25	Date and Time of Next Meeting To note the date and time of the next meeting as Monday 21 July 2025 at 7 pm. Noted. 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.	
26/06/25	Clerk's Wage Cllr Fowler proposed to approve the Clerk's wage for June, seconded by Cllr McManus. All in favour. Resolved. Meeting finished at 9 pm.	