

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 21 July 2025.

In Attendance: Cllr Brown, 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																				
01/07/25	Public Participation Session None.																					
02/07/25	Apologies Cllrs Shore and Fowler.																					
03/07/25	Declarations of Interest None.																					
04/07/25	Granting of Dispensations (Code of Conduct, 2012) None.																					
05/07/25	Draft Minutes of the Full Council meeting held on 16 June 2025 14/6/25 Cllr Marshall Seconded the motion. Cllr Harris proposed that the draft minutes of the Full Council meeting held on 16 June 2025 be accepted as a true record following the above correction, seconded by Cllr Marshall. All in favour. Resolved.																					
06/07/25	Chairperson’s Items None.																					
07/07/25	Clerk’s Report The replacement speed indicator device was ordered and has been delivered. The installation of the post by N Lincs Council has been ordered. The tree survey quotations have been received. The insurance premium portion for Jubilee surgery has been added to this quarter’s rent invoice. The standard account fee has been removed from the bank account. Cllr Marshall proposed to note the Clerk’s report, seconded by Cllr Brown. All in favour. Resolved.																					
08/07/25	Financial Report <table border="1"><thead><tr><th>Cheque</th><th>Recipient</th><th>Purpose</th><th>Total</th></tr></thead><tbody><tr><td>101620</td><td>C Boyall</td><td>July and August Salary</td><td>Confidential</td></tr><tr><td>101621</td><td>C Boyall</td><td>Mileage June</td><td>11.70</td></tr><tr><td>101622</td><td>HMRC</td><td>PAYE</td><td>Confidential</td></tr><tr><td>DD</td><td>Sage One</td><td>Payroll Services</td><td>12.00</td></tr></tbody></table>	Cheque	Recipient	Purpose	Total	101620	C Boyall	July and August Salary	Confidential	101621	C Boyall	Mileage June	11.70	101622	HMRC	PAYE	Confidential	DD	Sage One	Payroll Services	12.00	
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	<p>The clerk advised that an invoices for the speed indicator device for £3107.99, the post installation for £1206.74 and the ICO for £52 have been received and cheques written to be signed should be included. Cllr Brown proposed that the financial report be accepted and the cheques for payment should be signed, seconded by Cllr Drakes. All in favour. Resolved.</p>	
09/07/25	<p>Playground Inspection Cllr McManus advised there was nothing new to add. The pins and spraying that Cllr Fowler advised he would do are still to be done. Cllrs Brown, Marshall and Drakes will clean the play equipment.</p>	
10/07/25	<p>Planning Permission Granted Cllr Drakes proposed to note that permission for planning application PA/2025/658 has been granted, seconded by Cllr Shadlock. All in favour. Resolved.</p>	
11/07/25	<p>Playing Field Grass Cutting Deferred until the next meeting.</p>	
12/07/25	<p>Playing Field Rules of Use/Playing Field Use by Organisations The Clerk advised that she was waiting for Cllr Fowler to contact her regarding the playing field rules of use. To comply with our insurance provision insurance documents and risk assessments are needed from organisations that formally use the playing field including the village hall and the football team that the village hall rent it to and West Butterwick school. Cllr Drakes proposed to note the Clerk's report and that the Clerk will contact these organisations to obtain the documentation needed, seconded by Cllr Brown. All in favour. Resolved.</p>	
13/07/25	<p>Tree Survey Cllr Marshall proposed to accept the quotation for Lincolnshire Tree Services of £576, seconded by Cllr Brown. All in favour. Resolved.</p>	
14/07/25	<p>Website Accessibility Cllr Marshall proposed that the website provider complete a website MOT to check for compliance with the Accessibility Regulations 2018, seconded by Cllr Drakes. All in favour. Resolved.</p>	
15/07/25	<p>NALC/ACRE Flooding Survey Cllr Harris proposed to provide no response to the survey, seconded by Cllr Drakes. All in favour. Resolved.</p>	
16/07/25	<p>VJ Day Cllr Harris advised that this is a Parish Council event and help is needed on the day and delivering leaflets. Volunteers obtained.</p>	BH
18/07/25	<p>Ward Councillor Report Ward Cllr Kennedy advised that there is a Vermuyden 400 project group that has been set up. N Lincs Council will contact individual councils regarding this and there will be funding available. An artist is being brought across from Holland for the occasion. There have been no decisions regarding Grimsby and Scunthorpe hospital services yet.</p>	
19/07/25	<p>Highways, Footpaths and Street Lighting JS The dip on West Street is still present. Ward Cllr Kennedy will chase this. Cllr Shadlock has contacted N Lincs Council regarding a hedge that is obscuring the PROW signage. Ward Cllr Kennedy will investigate this.</p>	

20/07/25	BH The drains on North Street have been overflowing recently. Ward Cllr Kennedy will report these. SM The lamp post on North Street is leaning.	
21/07/25	Date and Time of Next Meeting To note the date and time of the next meeting as Monday 15 September 2025 at 7 pm. Noted. Meeting finished at 7.59 pm.	