

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 17 November 2025.

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

Clare Boyall Clerk and Responsible Financial Officer

0 Member of the Public

	Item	Prop												
	Prior to the start of the meeting the Cultural Futures Manager gave an overview of events to mark the Vermuyden 400 anniversary in 2026.													
01/11/25	Public Participation Session None.													
02/11/25	Apologies None.													
03/11/25	Declarations of Interest None.													
04/11/25	Granting of Dispensations (Code of Conduct, 2012) None.													
05/11/25	Draft Minutes of the Finance Committee meeting held on 20 October 2025 Cllr Harris proposed that the draft minutes of the Finance Committee meeting held on 20 October 2025 be approved as a true record, seconded by Cllr Fowler. All in favour. Resolved.													
06/11/25	Draft Minutes of the Full Council meeting held on 20 October 2025 Cllr Harris proposed that the draft minutes of the full council meeting held on 20 October 2025 be approved as a true record, seconded by Cllr Fowler. All in favour. Resolved.													
07/11/25	Chairperson’s Items None.													
08/11/25	Clerk’s Report The tree survey will now be completed this month. The hedge obstructing the Public Right of Way was reported to N Lincs Council and this has now been cleared. The request from the student to survey the playing field has been confirmed. The playing field will be left in the same condition as was found and a copy of the report has been requested once this is available.													
09/11/25	Financial Report													
	<table><tr><th>Cheque</th><th>Recipient</th><th>Purpose</th><th>Total</th></tr><tr><td>101641</td><td>Smith of Derby</td><td>Church Clock Service</td><td>265.20</td></tr><tr><td>101642</td><td>Royal British Legion</td><td>Poppy Wreath Section 137 Local Government Act 1972</td><td>25.00</td></tr></table>	Cheque	Recipient	Purpose	Total	101641	Smith of Derby	Church Clock Service	265.20	101642	Royal British Legion	Poppy Wreath Section 137 Local Government Act 1972	25.00	
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101641	Smith of Derby	Church Clock Service	265.20											
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101643	C Boyall	November Salary	Confidential
101644	C Boyall	Mileage	11.70
101644	C Boyall	Postage	8.70
101644	C Boyall	Stationery	5.05
101645	HMRC	PAYE	Confidential
101646	J W Bichen	Playing Field Hedge Cutting	360.00
DD	Sage One	Payroll Services	13.20

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

10/11/25

Planning Decision

Cllr Brown proposed to note that planning permission has been granted for application PA/2025/274, seconded by Cllr Shore. All in favour. **Resolved.**

11/11/25

Playground Inspection

Cllr McManus has performed an inspection. The zipwire chain cover has been re-taped this week. Cllr Drakes advised that there are new nets for the basketball posts. The Clerk advised that it had been resolved previously not to replace the nets. Cllr McManus clarified that the junior multiplay rope is not frayed or broken. The rope will be monitored. Cllr Marshall proposed to note the playground inspection report, seconded by Cllr Drakes. All in favour. **Resolved.**

12/11/25

Playing Field Rules of Use

This document was discussed. A copy will be sent to the Clerk for review.

13/11/25

Church Clock Service 2026

Cllr Harris proposed to accept the quotation from Smith of Derby for the 2026 service of the church clock, seconded by Cllr Drakes. All in favour. **Resolved.**

14/11/25

Large Mower Service

Cllr Fowler proposed to accept the quotation for the service of the large mower at a cost of £420, to also have a new gasket installed at a cost of £40 and to have the patch welding completed at a cost of £80-£150, seconded by Cllr Harris. All in favour. **Resolved.**

15/11/25

N Lincs Council Consultation of Community Facilities and Services

The consultation documents were discussed. Cllr Drakes proposed that the Clerk will submit alterations and additional services to the consultation, seconded by Cllr Fowler. All in favour. **Resolved.**

16/11/25

LIVES Grant Request

The grant application was discussed. Cllr Fowler proposed to reply to state that due to lack of funds no financial assistance can be offered at this time, but the Parish Council would be willing to offer the use of the playing field free of charge for a fundraising event, seconded by Cllr Drakes. All in favour. **Resolved.**

17/11/25

Litter Bin Agreement

The litterbin agreement from N Lincs Council has been received for the year 2025/2026. The Clerk had obtained the costs of a larger bin and these were discussed. Cllr Drakes proposed to accept and sign the litterbin agreement 2025/2026 at a cost of £523.12 plus VAT, seconded by Cllr Shadlock. All in favour. **Resolved.**

18/11/25	Ward Councillor Report Ward Cllr Kennedy gave information on the new bins and bin collections to start in April.	
19/11/25	Highways, Footpaths and Street Lighting None.	
20/11/25	Date and Time of Next Meeting To note the date and time of the next meeting as Monday 15 December 2025 at 7 pm. Noted. Meeting finished at 8 pm.	