

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 20 July 2026.

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

Clare Boyall Clerk and Responsible Financial Officer

Ward Cllr Kennedy

0 Members of the Public

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- 01/07/26 Public Participation Session**
None.
- 02/07/26 Apologies**
Cllr Fowler.
- 03/07/26 Declarations of Interest**
None.
- 04/07/26 Granting of Dispensations (Code of Conduct, 2012)**
None.
- 05/07/26 Minutes of the Full Council meeting held on 15 June 2026**
Cllr Harris proposed that the draft minutes of the Full Council meeting held on 15 June 2026 be accepted as a true record, seconded by Cllr Marshall. All in favour. **Resolved.**
- 06/07/26 Chairperson's Items**
Cllr Drakes reported that she had attended the recent Standard's training and that slides would be released soon and a webinar on Martyn's Law.
- 07/07/26 Clerk's Report**
A risk assessment and insurance have now been received from the school for the use of the playing field.
A reply has been sent to the Isle Country Show regarding a representative to attend their committee meetings.
ONGO were contacted regarding the grassed area to the side of No 2 The Croft. They will ensure their operatives cut this area.
The salt bin needs to be replaced back into its position by October.
The acceptance of the In Bloom grant and claim was submitted. A remittance advice has been received for the grant money.
The invoice for the second quarter rent and the insurance premium for Jubilee Surgery has been sent to south Axholme Group Practice.
Notification has been received that N Lincs Council will remain a unitary council following the Government's reorganisation review.
The Police have contacted the Clerk today requesting we review our CCTV footage following damage to a small wall at the side of the village hall. The Police have sent a formal request. The Chair will review the footage and send any information found to the Clerk for submission.

Cllr Drakes proposed to note the Clerk's report, seconded by Cllr Shadlock. All in favour. **Resolved.**
- 08/07/26 Financial Report**

Cheque	Recipient	Purpose	Nett Amount	VAT	Total
101686	G Tune and Son	Plants	250.00	50.00	300.00

101687	Staff	Salary July and August			Confidential
101688	C Boyall	Mileage	14.30	0	14.30
101689	HMRC	PAYE			Confidential
101690	Yards Apart	Grass Verges Cut 4	175.00	35.00	210.00
DD	Sage One	Payroll Services	11.00	2.20	13.20

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

09/07/26

Playground Inspection

An inspection has been completed by Cllr Drakes. The weed spraying and moss clearance has been completed.

Cllr Shadlock proposed to note the playground inspection report, seconded by Cllr Marshall. **Resolved.**

10/07/26

Use of the Playing Field

Cllr Drakes proposed that the field can be used by the Cavy Club on 19 September and that the Village Hall can use the field for a car park on 27 September and the 15 November subject to satisfactory ground conditions, seconded by Cllr Shadlock. All in favour. **Resolved.**

11/07/26

Assessing the Flood Risk Reduction Potential of Public Green Spaces in Lincolnshire Dissertation

Cllr Harris proposed to note the receipt of a copy of the results from the University student's dissertation, seconded by Cllr Drakes. All in favour. **Resolved.**

12/07/26

Annual Playground Inspection

Cllr Harris proposed to order the annual playground inspection to be carried out for 2027 at a cost of £121 plus VAT, seconded by Cllr Brown. All in favour. **Resolved.**

13/07/26

Health and Safety Policy

The examples of a new Health and Safety policy were discussed. Cllr Harris proposed to adopt the example given by the Clerk, seconded by Cllr Brown. All in favour. **Resolved.**

14/07/26

Ward Councillor Report

N Lincs Council are staying a unitary authority as they are now.
N Lincs Council have been given the award for best local authority recently.

15/07/26

Highways, Footpaths and Street Lighting

JS The footpath sign on footpath 127 at the Ulyett Lane end is obscured by overhanging vegetation.

23/07/26

Date and Time of Next Meeting

To note the date and time of the next meeting as Monday 21 September 2026 at 7 pm.

Noted.

Meeting Closed at 7.45 pm.