



## **WEST BUTTERWICK PARISH COUNCIL**

### **MINUTES OF WEST BUTTERWICK PARISH COUNCIL MEETING held at Fred Wooffitt Memorial Hall, West Butterwick on 15 January 2018**

**Present:** Cllr J Shadlock (Chair), Cllr A Jones (Deputy Chair), Cllr S Drakes, Cllr J Marshall, Cllr F Harris, Cllr N Coggon, Cllr A Fowler

**Officer in attendance:** Julie Barker (Clerk)

**Public:** Sean Brennan, Special Projects Manager, NLC  
Ward Cllr Rose  
10 Members of the public

Dr Shore asked questions relating to the previous Clerk. The Clerk will reply to Dr Shore after the meeting.

Mr D Nixon made a statement regarding press coverage relating to the previous Clerk and to make it clear that Mr Nixon had no involvement in the case.

Mr B McLeod asked questions regarding the grant which had been applied for last year for St Mary's Church. The clerk will reply to Mr McLeod after the meeting.

#### **01/18 To receive apologies for absence**

No apologies for absence

#### **02/18 To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.**

None

#### **03/18 To confirm the minutes of the Full Council meeting held on 18 December 2017 are a true and correct record of which took place.**

**Resolved** - The minutes of the Full Council meeting on 18 December 2017 were signed as a true and correct record.

#### **04/18 To confirm the minutes of the Extraordinary Council meeting held on 29 November 2017 are a true and correct record of which took place.**

**Resolved** – The minutes of the Full Council meeting held on 29 November 2017 were signed as a true and correct record.

**05/18 Sean Brennan, Special Projects Manager, NLC on the Flood Defence**

Mr Brennan spoke about the flood defence along the River Trent. This project is still in the planning process, but he is happy to arrange a meeting for residents to meet the Site Manager before the work commences. Residents showed their concern that the contractors will return any damage to its original state. Mr Brennan assured this would definitely be the situation. Residents requested they were given the insurance policy details from NLC for the project.

**06/18 Clerk's Report**

Cllr Jones and Cllr Drakes are to attend the Playground Inspection course offered by Crowle and Ealand Town Council on 15 February 2018.

**07/18 Chair's announcements**

The Chair made the following statement: "Katy left West Butterwick Parish Council in July 2017 to start a new job. We have had contact with the Police who have made a thorough investigation of West Butterwick Parish Council finances and have found no abnormalities".

The Chair also announced that the Clerk had resigned due to personal reasons. She is willing to stay in the position until the end of March, or until a new Clerk is appointed. The Chair said she was sorry to be losing the Clerk after all the hard work she had done in recent months.

**08/18 Finance**

- a. **Resolved:** Following cheques were approved for payment:

Payee	Detail	Amount
West Butterwick Village Hall	Room Hire	£129.00
JF Barker	Wages	£184.58

- b. The financial report to 31 December 2017 was approved and signed as a true record. **Resolved**  
 c. Clerk to check if the surgery rent is up to date. **Noted**  
 d. It was proposed that Amanda Jolly be removed from the HSBC bank mandate. **Resolved**  
 e. It was proposed that Cllr S Drakes be added to the HSBC bank mandate. **Resolved**

**09/18 Village Signs**

It was proposed that the Village signs which have been designed and sent from Cllr Rose are accepted. **Resolved**

**10/18 Parish Council Grant Scheme**

It was proposed that due to the reduced funds now available, the grant scheme would be reduced to £1000 per annum which could be offered as £500 in April and £500 in September. **Resolved**

**11/18 Safe Guarding Officer**

It was proposed that Cllr S Drakes was elected as the Safe Guarding Officer for West Butterwick Parish Council. **Resolved**

**12/18 Safeguarding Policy**

The Safeguarding Policy was **adopted**

**13/18 Newsletter**

The following items were suggested to be included in the newsletter to be produced by the Clerk for distribution in February.

- List Parish Councillors
- Contact details for the Clerk and website
- Congratulate residents for the achievement of most improved small village award
- New playground
- Dog fouling on playing field
- Raise awareness regarding planning applications and give NLC planning application website address
- Flood defence works – give Sean Brennan’s contact numbers and the planning application number
- A statement regarding the previous clerk – check wording with ERNLLCA
- Clerk vacancy

**14/18 Highways, Footpaths and Street Lighting**

There is a leak from Axgro resulting in water on the millennium footpath. This has been reported to NLC. Cllr Fowler is also going to go and speak to the Company. **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. **Resolved**

**Meeting closed at 19.59**

Signature	Date
Designation	