



WEST BUTTERWICK PARISH COUNCIL

MINUTES OF WEST BUTTERWICK PARISH COUNCIL MEETING held at Fred Wooffitt Memorial Hall, West Butterwick on 16 July 2018

Present: Cllr J Shadlock (Chair), Cllr A Jones, Cllr A Fowler, Cllr F Harris, Cllr Marshall and Cllr S Baines

Officer in attendance: Clare Boyall Clerk

Public: Ward Cllr Rose

49/18 To receive apologies for absence

Cllr N Coggon and Cllr S Drakes

50/18 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

51/18 To confirm the minutes of the Full Council meeting held on 18 June 2018 are a true and correct record of which took place.

Resolved - The minutes of the Full Council meeting on 18 June 2018 were signed as a true and correct record.

52/18 To confirm the minutes of the Finance Meeting held on 25 June 2018 are a true and correct record of which took place.

Resolved – The minutes of the Finance Meeting on 25 June 2018 were signed as a true and correct record. It was noted that the internal Auditor had accepted his mistake and changed the report to show that the Council do not hold any trusts.

53/18 Clerk's Report

- a The annual internal audit report and statutory documents have been added to the website. The inspection period for the public will last until 30 July.
- b The clerk has again chased an update on the double yellow lines outside of the school. Cllr Rose advised the Council that this has been agreed and that this work will be completed within the next few months.
- c The financial risk assessment has been completed and was adopted at the finance meeting on 25 June 2018 as per the recommendation of the internal auditor.
- d Clerk has contacted ERNLLCA with regard to the remaining money for the Transparency Grant. They have advised that this money can still be spent on training.

54/18 Chair's announcements

None

55/18 Finance

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

Payee	Detail	Amount
C Boyall	Wages, Expenses and office	£390.85
B Brooks	Internal Audit	£350.00
Better Gardens	Churchyard Grass Cutting x2 inv	£232.00

The payment for LUDUS was discussed and it was noted that not all of the work had been completed that was stipulated on the invoice. It was resolved to pay £76,089.60 of the original invoice. Cllr Jones and Cllr Marshall will meet with LUDUS tomorrow to discuss this. Signage for the new playground was not on the original invoice and will incur an extra cost. Cllr Jones will also discuss this tomorrow. Cllr Harris has moved £30,000 from the Santander account to the HSBC account in order that this invoice can be paid.

- b. To receive the financial report 30 June 2018. **Resolved**

56/18 Paths Partnership

The Clerk has confirmed with Dave Sanderson that N Lincs Council will reimburse whichever quote the Council decide on for cutting of the footpaths. The Council agreed that there would be no incentive for them to take over the management of the footpaths on this basis. It was resolved that the Council would not join the scheme this year.

57/18 Emergency Plan

It was noted that only 4 replies had been received from the flyer that was sent out to all villagers. The Clerk suggested that a working group of councillors could look at the plan. Volunteers for the Emergency Team are needed. It was resolved that Cllrs would contact those they knew on the existing plan to see if they agreed to be involved should the need arise. Clerk to compile a poster for the noticeboards to remind villagers that help is needed.

58/18 Playground Inspection

An inspection has taken place. The original swing has been put back up and the new swing kept in storage as a spare.

59/18 GDPR Information

After minor alterations it was resolved to adopt all of the policies. Clerk to add these to the website.

60/18 Planning Permission

None

61/18 Planning Permission Granted

Noted

62/18 Correspondence

- a Best Kept Village

Cllr Jones asked if all Cllrs could look at the village and inform him of any areas that required attention. Cllr Jones asked Cllr Rose if he could investigate the cutting of Ulyett Lane as the clerk had been informed that there were 2 different teams cutting the grass verges in the village and neither of those had cut the grass. Cllr Coggon will be asked if he can cut this area so that it is tidy for the judging. Cllr Jones has been watering the new flower beds outside of the surgery. He would like to plant up perennials in the Autumn and has quotes for the price. It was resolved that this would be looked at in Autumn. Clerk will also compile a poster to advise the village that judging will take place between 22 July and 10 August.

The presentation of the grant money for the flowers will take place on 31 July at The Civic Centre. Cllr Jones and Cllr Marshall will attend.

- b An email was read out by Cllr Shadlock advising of an incident that had taken place on the road to Owston Ferry involving overhanging trees which resulted in damage to their car. The trees are in the

garden of a parishioner. Cllr Rose will contact North Lincs Council with regard to the overhanging trees and Clerk to reply to the email to advise them to do the same.

63/18 Highways, Footpaths and Street Lighting

- a Roadworks Yorkshire Water North Street/West Street
Cllr Fowler advised the meeting that he had received a letter regarding the above works that were due to start. The road will be closed from 20 – 22 August. Cllrs felt that they should be notified if works were due to take place in the village. Cllr Rose advised the Council that there is a system in place whereby Councils can be notified of proposed roadworks. Cllr Rose will email the clerk with the contact details. Clerk to add West Butterwick to this email list. Cllr Fowler will pass this letter to Cllr Jones to be added to the noticeboards in the village.

Meeting closed at 20.25

Signature	Date
Designation	