

Butlers Marston Parish Council

Minutes of a meeting of the Parish Council held on **Thursday 16th March 2023** at **7pm** at St Peter's & St Paul's Church, Church Lane, CV35 0NA

Present: Cllr Corpe, Cllr Leaper, Cllr Mitchell-Hilton, Cllr Forsyth, Cllr Crockett, Clerk.

In attendance: 0 members of the public, County and District Cllr Mills.

67. Apologies for absence – None.

68. Members' declarations of interest for items on the agenda – None.

69. Public participation session – None.

70. To approve the minutes of the Parish Council (PC) meeting held on 19th January 2023 – The minutes were proposed, agreed, and duly signed.

71. Outstanding matters/actions from previous minutes

71.1 Grass cutting update – No update from Severn Trent.

71.2 Update re Warwickshire County Council's (WCC) proposals to resite the bus stops in the parish – The person in charge of doing the feasibility study has been off ill so no update. **Cllr Corpe will continue to chase this up.**

71.3 UK Shared Prosperity Fund update – The application submitted was successful and further documentation has been requested in order to receive the £1500 grant. The £1500 is for an initial feasibility study to see whether it is worthwhile doing a larger feasibility study on the possibility of reordering the Church in a way to make it a more usable community building. A working group is required. Cllr Leaper will be on the working group as the project manager named on the grant application and as a representative of the Parochial Church Council. Cllr Corpe will be on the working group as the PC representative. Depending on the outcome of the feasibility study the next section of the application will need to be completed in June/July. All councillors agreed to the formation of a working group and for the group to progress the application.

71.4 Update re request for a Memorial Bench on the Village Green – No update from the family. Cllr Corpe is still in discussion with Historic England re the status of the Village Green.

71.5 Plans for Coronation Celebrations – The celebrations will be a 'bring a picnic' event on Sunday 7th May. It has been suggested that that lighting up the village including the Church and the War Memorial could be a nice thing to do if it is possible. It would be nice to have a large screen on the Green to show the concert from the palace on the Sunday evening but some volunteers would be needed to set up and take down the screen. **Cllr Leaper to put out a note asking for volunteers to help with a large screen.** 'The Big Help Out' is taking place on Monday 8th May and Butlers Marston could take part in this by running a litter picking day.

71.6 Update re discussions with Highways re width of footpaths and request for permission to put a wall behind the telephone box – Cllr Corpe has e-mailed Michael Rogers at Warwickshire County Council (WCC) regarding the wall but has not yet had a response. Cllr Mitchell-Hilton has contacted Michael Rogers regarding the lines, traffic calming road marking and path widths. A road marking survey is still pending and should be confirmed shortly. **Cllr Mitchell-Hilton to chase up. Cllr Mitchell-Hilton to send pictures of any narrow paths for Highways to investigate.** Cllr Corpe has been in discussions with Orbit asking for them to reinstate the noticeboard that their contractor knocked down. It was agreed that it may be better to ask Orbit if they would get their contractor to install the new noticeboard later in the year rather than reinstating the current board. **Cllr Corpe to contact Orbit.**

Cllr Mills left the meeting at 8:02pm.

72. Finance

72.1 Confirmation of the bank balance as at 09.03.23 of £4,911.06 – Cllr Mitchell-Hilton confirmed the balance stated is correct.

- 72.2 Proposal to open an interest bearing account with Lloyds Bank – Proposed and agreed. **Clerk to open account.**
- 72.3 To review the spend against budget to date – The councillors confirmed receipt of the document. It was noted that there have not been any payments this year for room hire and the website. The Clerk has been provided with the room hire invoice before the meeting so this will be paid within March. **Cllr Mitchell-Hilton to chase up the invoice for the website.**
- 72.4 Proposal to add the Jubilee Bench (£620) and the Unknown Tommy Statue (£167) purchased during the current financial year to the Asset Register making the total asset value £49,465 – Proposed and agreed.
- 72.5 Confirmation of the Clerk’s salary increase to SCP 16 on 1st April 2023 as per the Contract of Employment – Proposed and agreed.
- 72.6 To approve the following payments made using delegated powers: Proposed and agreed.

30.01.23	Kirsty Buttle	Salary January	£107.50
30.01.23	HMRC	Tax January	£27.00
08.03.23	Kirsty Buttle	Salary February	£107.70
08.03.23	HMRC	Tax February	£26.80

- 72.7 To approve payment of the following invoices: Proposed and agreed.

Kirsty Buttle	Salary March	£107.50
HMRC	Tax March	£27.00

- 72.8 To note the following receipts: Noted.

27.01.23	National Grid	Wayleave	£17.70
----------	---------------	----------	--------

73. Planning applications received - None

74. Planning decisions received

23/00080/TPO - Monks Bridge, Butlers Marston. T9 - Horse Chestnut – Fell. **Approved.**

75. County/District Councillor reports – Cllr Mills provided a written report which can be found on the PC website with the minutes.

76. Communication/newsletter – It was suggested that the PC formalise having a regular slot in the newsletter and Cllr Mitchell-Hilton agreed to take on the role of writing the PC article for the newsletter. It was also agreed that an item should be placed on the next agenda to consider making a contribution of 50% to the production of the newsletter. **Cllr Leaper to provide average costs for production. Clerk to put item on next agenda.**

77. May elections – Parish Council elections will take place on 4th May 2023. The Annual Parish Meeting will take place on 18th May immediately before the PC meeting.

78. Information exchange – A parishioner would like to hire the marquee on 9th September and due to the support they provide to local village events it was suggested that the hire fee be waived/reduced to £1. **Clerk to put marquee hire on the next agenda.**

Meeting closed @ 8:38pm.

Date of next meeting – 18th May 2023

Signed..... Date.....