

Butlers Marston Parish Council

Minutes of a meeting of the Parish Council held on **Thursday 24th March 2022** at **7pm** at St Peter's & St Paul's Church, Church Lane, CV35 0NA

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

In attendance: None.

73. Apologies for absence – County and District Cllr Chris Mills.

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

75. Public participation session – None.

76. To approve the minutes of the Parish Council (PC) meetings held on 20th January 2022 – The minutes were proposed, agreed, and duly signed.

77. Outstanding matters/actions from previous meetings

77.1 Update on Community Speedwatch – A police officer has been out to assess possible Speedwatch sites within Butlers Marston and has advised that there are 2 locations that may be suitable. The next step is for those who want to take part to complete the police vetting form and then complete the training. **Cllr Mitchell-Hilton to organise next steps.**

77.2 Update from Warwickshire County Council (WCC) on the proposals to resite the bus stops in the parish – Cllr Corpe has been chasing WCC about some queries on their report but has received some conflicting and therefore confusing responses. **Cllr Corpe will continue to follow this up.**

77.3 Update re grass cutting request to Warwickshire County Council – Cllr Corpe has put together a map showing the relevant areas for cutting by WCC and the type of cut required. **Clerk/Cllr Corpe to provide this information to WCC asap.**

78. Queen's Platinum Jubilee Celebrations – The Church has agreed to run an event with the PC on 5th June on the Village Green. It was suggested that a post go out on the village Facebook page and in the newsletter to request volunteers to help with both organising the event and preparations on the day. **Cllr Corpe and Cllr Leaper to put together article for newsletter and Facebook.**

79. Proposal to purchase a bench to be sited on the Village Green to be funded by CIL grant – bench options are:

<https://uk.glasdon.com/seating/park-benches/lowther-seat> in brown with enviropol slats and ground anchor kit - £582.71. Additional cost of £121.55 for slats to be made from Timberpol or Vandalex. Additional £65 for Jubilee Emblem and council name on sides of bench.

<https://www.broxap.com/ripon.html> with ground bolts - £550. May need to be fixed into concrete therefore there may be additional costs.

Enquiries have been made regarding the proposal to consider purchasing a flagpole but it appears the planning issues relating to the site proposed are complex and it would not be possible to get this completed before the Platinum Jubilee celebrations. It was agreed that given the planning issues and the fact that a bench is likely to be of benefit to more people in the village the flagpole suggestion will not be taken any further at this time. If there are any parishioners who are keen to get a flagpole installed in the village and they are willing to work through the planning processes the PC would be happy to consider how it could support them with this. Highways have given permission for a bench to be placed on the Village Green provided the PC maintain it. It was proposed and agreed to purchase the Glasdon Lowther Seat in brown enviropol material with the Platinum Jubilee emblem and the PC name on each side of the bench. **Clerk to order bench asap.**

80. Finance

- 80.1 Confirmation of the bank balance as at 18.03.22 of £4,037.55 – Cllr Mitchell-Hilton confirmed the balance stated is correct.
- 80.2 Confirmation of the Clerk’s salary increase to SCP 15 on 1st April 2022 as per the Contract of Employment – Proposed and agreed.
- 80.3 To review the spend against budget (including proposed payments) to the end of the financial year – The PC received the spend against document and agreed there were no concerns.
- 80.4 To approve the following payments to be made using delegated powers – Proposed and agreed.

03.02.22	Christian Hilton	Website premium plan Apr 21 to Apr 22	£74.25
03.02.22	Kirsty Buttle	Salary and expenses (ink)	£130.66
03.02.22	HMRC	Tax January	£24.00
02.03.22	Kirsty Buttle	Salary February	£96.00
02.03.22	HMRC	Tax February	£24.00

- 80.5 To note the following receipts – Noted.

17.01.22	Western Power	Wayleave	£17.87
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- 80.6 To approve payment of the following invoices – Proposed and agreed.

Countryside Services	Tree works	£420.00
Kirsty Buttle	Salary March plus backpay to 1st April	£116.20
HMRC	Tax March	£29.00
Kirsty Buttle	Expenses - SIM and cloud storage	£13.99

81. Planning applications received - None

82. Planning decisions received

21/02736/VARY - Agricultural Building, Court Fields, Bridge Road, Butlers Marston. Variation of condition 2 of planning permission 20/03395/FUL (date of decision 01 April 2021) to amend the design, siting, scale and materials of the scheme. **Approved.**

- 83. Stone sample for Court Fields development** – The stone sample provided is a natural stone from the region and the PC agreed that it is acceptable for the location. **Clerk to inform developer.**

- 84. To discuss the content of a Butlers Marston Housing Needs Survey (HNS)** – It was proposed and agreed to instruct a HNS when the questions have been agreed by the councillors. **Clerk to contact the owner of the Old School site to ask if there are any plans for the site and to inform them that the PC will be commissioning a new Housing Needs Survey. Cllrs to hold an informal meeting to discuss possible questions to add to the survey and seek advice from WRCC about whether they are suitable.**

- 85. County/District Councillor’s reports** – None.

- 86. Plans for Annual Parish Meeting (APM)** – It was agreed that the APM should take place immediately after the PC meeting on 12th May. The PC meeting will be from 7-7:30pm and the APM at 7:30pm.

- 87. Information exchange** – The old school site is being cleared and a number of questions have been received from parishioners about what is going on there. Cllrs have spoken to the contractors on site and they advised that they were just clearing the site up. It was noted that there is a time capsule buried on the old school site and it was suggested that the owner of the site be asked if the PC can

dig it up and rebury it under the Platinum Jubilee bench along with a new time capsule created in celebration of the Platinum Jubilee.

The Memorial Bench may need repairs or replacement. **Cllr Leaper to contact the people who donated the bench to ask if they have any plans or would be happy for the bench to be repaired/removed.**

Meeting closed @ 9:27pm

Date of next meeting – 12th May 2022

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

DRAFT