

Butlers Marston Parish Council

Minutes of a meeting of the Parish Council held on **Thursday 27th July 2023** at **7pm** at St Peter's & St Paul's Church, Church Lane, CV35 0NA

Present: Cllr Corpe, Cllr Mitchell-Hilton, Cllr Bloomfield, Cllr Carton, Cllr Weaver, Clerk.

In attendance: 1 member of the public, County and District Cllr Mills, District Cllr Scorer.

16. Apologies for absence – None.

17. Members' declarations of interest for items on the agenda – Cllr Mitchell-Hilton declared an interest in item 21.4 as her husband is one of the payees so will not vote on that item.

18. Public participation session – A parishioner raised concerns about speeding traffic, in particular at the junction with Fish Lane where he has had some near misses when trying to pull out of Fish Lane. It was suggested that the details of the local Police Community Support Officer should be published so parishioners can report these issues giving the police a bigger picture of what the issues are in the area allowing them to work out how to address them. **Cllr Mitchell-Hilton to publish local Police Community Support Officer details.** The parishioner also raised concerns about the farm vehicles being too wide for the road causing issues with traffic. **Cllr Corpe agreed to get farm vehicles signs put up again as harvest time is starting.**

19. To approve the minutes of the Parish Council (PC) meeting held on 18th May 2023 – The minutes were proposed, agreed, and duly signed.

20. Outstanding matters/actions from previous minutes

20.1 Grass cutting update - The mowing of the village greens has continued to be challenging as Butlers Marston keeps being missed in the contractor's schedule of cuts in the area. Councillors have had to constantly contact Stratford District Council (SDC) to ensure the greens get mowed but this does not seem to be a Butlers Marston only issue as many villages in the area have had similar issues. SDC have confirmed that it has been a difficult grass cutting season however they believe the underlying issues have now been resolved and that the routes are on course to complete the 9 cuts by October. No additional cuts by residents have occurred so far mainly because it's been difficult to confirm when the contractors would arrive. If the greens were cut too soon before the contractors arrived then they would not mow the green and this gets reported back to SDC which can result in Butlers Marston being removed completely from the mowing schedule.

After almost three years Severn Trent have finally acknowledged that they are the owners of the Bank on the village green which is an old reservoir and is also a scheduled monument; although the exact details as to why it is a scheduled monument is still unclear. The Bank comes under Severn Trent's Heritage Estate Department and will now be scheduled for three cuts a year. In July the Bank received its first cut by Severn Trent contractors however due to how long the Bank had been left uncut it was not an easy job and is not the best cut/finish. Cllr Corpe has reported this back to the Heritage Estate Team and is waiting for confirmation that a follow up cut will be scheduled soon. In addition the condition of the manhole and the crater on top of the Bank has been reported to the Heritage Estate Team. Once the schedule of cuts is formalised BMPC can

start to have a conversation with Severn Trent over the long term maintenance of the Bank, its history and how the Bank may be enhanced for the community

20.2 Update re Warwickshire County Council's (WCC) proposals to resite the bus stops in the parish - In June the WCC Minor Works Team completed a site visit to review and identify potential locations to resite the two village bus stops. This also involved reviewing the current official bus stops and the adopted stops used by the local bus companies, both of which were confirmed to be unsafe to use as a designated bus stop. They will now create a feasibility report into the village bus stops which will be presented to the PC at the end of July and will be discussed in the September PC meeting.

20.3 UK shared prosperity Fund update - The Butlers Marston Church Reorder Working Group, which was set up by the council to secure government funding under the UK Shared Prosperity Fund (UKSPF) project, has completed its initial feasibility study. This initial study investigated the potential to reorder the parish church to provide an improved community facility with amenities and to serve the current and future needs of the village. This report was presented and accepted by the PCC in July and has been provided to all councillors to review and following the council's acceptance of the report will be submitted to SDC. The Working Group has taken the decision not to apply for the second part of the UKSPF as the time frame to apply and spend any funding is very short and instead will focus on refining the potential opportunities to reorder the church.

If the council approves, the Working Group will now embark on the next phase of the project which is to research similar reorder projects and to collate the views and suggestions from the local stakeholders. The following is the proposed schedule of the next phase:

- 1) Research other reordered churches - 16th August
- 2) Send a stakeholder survey - 15th September
- 3) Hold a public meeting - 26th September
- 4) Produce a consultation report with findings - 15th November

It was proposed and agreed to continue with the next phase of the project. The councillors feel it could be beneficial for the working group membership to be increased to 5 members. **Cllr Corpe to speak to the existing working group members about the possibility of increasing the group size and the next steps required to take this forward.**

Cllr Mills and Cllr Scorer joined the meeting at 7:41pm.

1 member of the public left the meeting at 8:07pm.

20.4 Update re request for a Memorial Bench on the Village Green - The family wishing to have a memorial bench on or near the green have been contacted to see if they have made any decision over the Town Ground location but they do not think this is a suitable location for their bench and still want to put it on the green. This is difficult as the green is a scheduled monument and therefore we are not allowed to interfere with the green without the permission of heritage England. **Cllr Corpe to advise the family that the PC cannot currently give permission to put a bench on the green.** It was suggested that another possible location for the bench would be near the old telephone box. Someone has requested that the PC put a replacement bench on Town Ground but it was agreed that this bench will not be replaced by the PC as it is not PC owned land.

20.5 Update re discussions with Highways re width of footpaths and request for permission to put a wall behind the telephone box - Following a review of the current village footpaths a map has been created identifying paths that might benefit from being widened.. **Cllr Mitchell-Hilton to provide a map and accompanying information to Highways.**

Orbit have also confirmed that their contractor will be out imminently to cut back the vegetation from the path near the village war memorial. This is supposed to be scheduled each year but will need to be monitored.

Phone Box Wall - The wall around the phone box has made some slight progress with the developer at the Kennel Hill site kindly providing the PC with some stone from the site. The developer has also confirmed there is likely to be more stone available for the project once the gate posts have been built. It was agreed that a drawing of what the area is likely to look like when the work is completed should be put out in the newsletter to ensure parishioners are aware of the plans and that they don't have any objections to it. **Cllr Mitchell-Hilton and Cllr Corpe to arrange newsletter article.**

- 20.6 Proposal to make a contribution towards the production of the village newsletter – It was proposed and agreed to make a donation of £90 per year to the production of the newsletter. **Clerk to arrange payment.** It was agreed that fixed dates for deadlines to submit items for the newsletter should be publicised to encourage community use of the newsletter. **Cllr Mitchell-Hilton to obtain and publish the deadlines.**
- 20.7 Update re bank mandate changes – Cllrs Carton, and Bloomfield confirmed they have access to the online banking. **Cllr Weaver still to get logged on.**

21. Finance

- 21.1 Confirmation of the bank balances as at 20.07.23 of £175.88 and £7,485.08 – Cllr Mitchell-Hilton confirmed the balances stated are correct.
- 21.2 To approve the following payments made using delegated powers: Proposed and agreed.

05.06.23	Kirsty Buttle	Salary May	£109.60
05.06.23	HMRC	Tax May	£27.40
19.06.23	Kirsty Buttle	Salary June	£109.60
19.06.23	HMRC	Tax June	£27.40

- 21.3 To note the following receipts: Noted.

09.06.23	Lloyds	Interest	£4.87
10.07.23	Lloyds	Interest	£5.11
20.07.23	BM PCC	Coronation Celebrations contribution	£111.76

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

Christian Hilton	Website (Apr 22 to Apr 24) and domain	£209.99
R Bowen	Pre-feasibility study	£1,500.00
Kirsty Buttle	Salary July	£109.60
HMRC	Tax July	£27.40

22. Planning applications received - None

23. Planning decisions received – None.

24. Plans for maintenance of the War Memorial – It was agreed to put out a note in the newsletter asking if any parishioners wish to lead this project as the PC do not currently have capacity to manage this. **Cllr Mitchell-Hilton to arrange article to go in the newsletter.**

25. Parish Council website – It was agreed to transfer the website domain and ownership to the PC (if possible). **Cllr Corpe to make the necessary arrangements.**

- 26. County/District Councillor reports** – Cllr Mills provided a written report which can be found on the website with the minutes. Cllr Scorer introduced himself as a new District Cllr for this area as the ward now has two councillors.
- 27. Information exchange** - Cllr Bloomfield attended the online Stratford Area meeting on July 20th where Cllr Manuela Perteghella was introduced as the new Parish Council Champion. Manuela’s main role is to be a conduit between all parish councils and the District Council. Cllr Corpe asked if the tree work raised in the last Butlers Marston tree inspection report should be put on the next agenda for consideration. All agreed. **Clerk to put on next agenda.**

Meeting closed @ 9:08pm

Date of next meeting – 28th September 2023

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