

Butlers Marston Parish Council

Minutes of a meeting of the Parish Council held on **Thursday 19th January 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, Clerk.

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

55. Apologies for absence – None. Cllr Crockett was absent.

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

57. Public participation session - None.

58. To approve the minutes of the Parish Council (PC) meeting held on 17th November 2022 – The minutes were proposed, agreed, and duly signed.

59. Outstanding matters/actions from previous minutes

- 59.1 Grass cutting update – Cllr Corpe is still chasing Severn Trent and Historic England re the scheduled monument on the Green.
- 59.2 Update re Warwickshire County Council's (WCC) proposals to resite the bus stops in the parish – Cllr Corpe continues to chase this. The last update was that it was with the minor works team.
- 59.3 UK shared prosperity Fund update – The budget has been agreed by the Government so the PC now need to complete another application form by 25th January – **Cllr Corpe and Cllr Leaper to complete the new form and submit.**
- 59.4 Update re request for a Memorial Bench on the Village Green – Cllr Leaper is still waiting to hear back from the family. Cllr Corpe has been informed by Historic England that there is a distance within which you cannot place something around a scheduled monument. **Cllr Corpe to look into this further.**
- 59.5 Plans for Coronation Celebrations – The Coronation will take place on 6th May. It was agreed that a celebration organised by the PC and the Church should take place on Sunday 7th May. **Cllr Leaper to put a note in the newsletter asking for volunteers to help organise the event. Cllr Corpe to put a similar note on the Facebook Page.**
- 59.6 Update re meeting with owners of the old garages site – An online meeting was held in December with the owners of the site. They appeared to want to get an idea of what the PC think would be a suitable number and size of properties on the site. During the meeting the PC advised that they could not give a formal response without formal plans but that they would want any plans to consider the issues of parking and access and they don't think the site is suitable for more than 2 properties. The next steps are for the landowners to find out from Stratford District Council (SDC) what impact the SDC Core Strategy and the Butlers Marston Housing Needs Survey have on what could be built on the site and consider the financial viability of their options. It was agreed that the PC would pass the old garages site owners' contact details to the owner of the old school Site to ask him to contact them should he wish to discuss the possibility of them working together to provide a suitable small development in the area. **Cllr Mills to find out if there is anyone at SDC who can offer the PC guidance on the impact of the Housing Needs Survey on future planning proposals in the village.**

Cllr Mills left the meeting at 7:44pm.

60. To agree which type of noticeboard should be purchased (funded by a grant) – Man made timber (£1,756.94 + VAT) or Aluminium (£1,390.48 + VAT) – It was proposed and agreed to go with the man made timber board. **Clerk to submit grant application as soon as the County Councillor's Grant Scheme reopens.**

61. Finance

- 61.1 Confirmation of the bank balance as at 12.01.2023 of £5,162.36 – Cllr Mitchell-Hilton confirmed the balance stated is correct.
- 61.2 To confirm completion of the third quarterly (Oct to Dec) financial check for the 2022/23 financial year - Cllr Mitchell-Hilton confirmed the check has taken place and all was found to be in order.

61.3 To approve the following payments made using delegated powers: Proposed and agreed.

29.11.22	ICO	Data Protection Fee	£35.00
28.12.22	Kirsty Buttle	Salary December and expenses	£132.04
28.12.22	HMRC	Tax December	£26.80

61.4 To note the following receipts: Noted.

28.11.22	SDC	CIL	£626.46
02.12.22	Cooper	Marquee use	£150.00

61.5 To consider and approve the budget and resulting precept for 2023-24 – It was proposed and agreed to set a budget of £3,464 resulting in a precept of £3,761. The precept amount is higher than the budget due to the need to increase general reserves over the next few years with the aim of having around 12 months basic expenditure in reserves as per guidance. **Clerk to submit precept demand.**

62. Planning applications received

23/00080/TPO - Monks Bridge, Butlers Marston. T9 - Horse Chestnut – Fell. No objections.

63. Planning decisions received - None

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

65. South Warwickshire Local Plan (SWLP) – It was proposed and agreed to delegate powers to clerk to respond on behalf of the council. **Clerk to put details about the SWLP on the PC website and submit a response to the plan if the PC has any views on the plan.**

66. Information exchange – An overhanging tree from the old school site recently caused damage to a passing bus. It was agreed that the owner of the Old School Site should be asked to trim back the overhanging trees. The footpath around the noticeboard is not wide enough for wheelchair and pushchair users. **Cllrs Corpe and Mitchell-Hilton to contact Highways to ask them to come out to have a look at the paths to see if they can be encouraged to do something to improve them.** A wall needs to be built behind the telephone box. Cllr Corpe is trying to obtain donations of excess breeze blocks and stone from a local development to build this. **Cllr Corpe to check with Highways if any permissions would be required before building a wall.**

The bench that was removed from Town Ground will not be put back as it is beyond repair.

The PC recently received an e-mail about a cost of rural living survey. **Cllr Leaper to put details in the newsletter. Cllr Corpe to put details on the PC Facebook page.**

Tysoe Road is being closed for another (up to) 21 days from 13th Jan.

A response re the War Memorial has been received from the War Memorial Trust (WMT) but they would like more information re pointing etc. **Cllr Mitchell-Hilton to send further pictures of the War Memorial to the Clerk to pass on to the WMT.**

Elections will be taking place in May. **Clerk to put note out in February advising parishioners that they can put themselves forward to be part of the council from May and providing details how to apply. Clerk will also act as central point of contact to receive and submit election forms if parishioners would like the Clerk to take them to SDC for them.**

Meeting closed @ 8:50pm.

Date of next meeting – 16th March 2023

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