

# Butlers Marston Parish Council

Minutes of a meeting of the Parish Council held on **Wednesday 24<sup>th</sup> November 2021** at **7pm** at St Peter's & St Paul's Church, Church Lane, CV35 0NA

**Present:** Cllr Corpe, Cllr Forsyth, Cllr Leaper, Clerk.

**In attendance:** Sarah Brooke-Taylor (SBT) of Warwickshire Rural Community Council (WRCC).

**45. Apologies for absence** – Cllr Mitchell-Hilton, Cllr Crockett, County & District Cllr Mills.

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

**47. Discussion with Sarah Brooke-Taylor of Warwickshire Rural Community Council (WRCC) re a Housing Needs Survey (HNS) for the Parish** – The last HNS in Butlers Marston was March 2017. Homechoice Plus (the housing waiting list held by Stratford District Council (SDC)) has 5 households with a Butlers Marston address on the housing waiting list for alternative accommodation to rent. The HNS will look at all housing needs – owner occupier, affordable housing, rent etc. The data is only relevant for a 5 year period. It is believed that currently the SDC Core Strategy limits development in the parish to 'community led only' so the parish is generally protected from new development unless the community agrees to it. The outcome of a HNS would identify and limit development to only that which is needed. It was thought that there may be some support in the village for development of the Old School Site due to it being an 'eyesore'. SBT advised the first step would be to identify the housing need in the Parish by putting out a HNS. There is a model survey but the Parish Council (PC) does have the option to put in a few additional questions provided it doesn't push the survey over 5 A4 pages. It was agreed that a decision regarding whether or not to instruct a HNS should be made at a future meeting when all councillors are present.

**48. Public participation session** – None.

**49. To approve the minutes of the Parish Council (PC) meetings held on 21<sup>st</sup> September and 20<sup>th</sup> October 2021** – The minutes were proposed, agreed and duly signed.

**50. Outstanding matters/actions from previous meetings**

50.1 To agree updated Scheme of Delegation – Proposed and agreed.

**51. Village Green**

51.1 Grass cutting request to Warwickshire County Council (WCC) – A response has still not been received from WCC despite them being chased numerous times. **Clerk and Chairman will continue to follow this up.**

**52. Consultation re proposal to merge Stratford on Avon Warwick District Councils to create a South Warwickshire District Council** – The PC has submitted a response generally in favour of the merger as it appears SDC would have to make cuts to services if they do not complete this merger.

**53. Finance**

53.1 Confirmation of the bank balance as at 19.11.21 of £4,643.59 – Cllr Corpe confirmed the balances stated are correct.

53.2 Confirmation of completion of the second quarterly (Jul to Sep) financial check for 2021/22 – Cllr Mitchell-Hilton has confirmed by e-mail that the check has taken place and all was found to be in order.

53.3 To consider the draft budget for 2022-23 Including:

- a) Tree work/surveys required over the next year – The PC have been advised that they will not need to have a professional inspection annually but should complete an annual layman check and get a professional inspection every 5 years. It was agreed that quotes should be

obtained for the required works on T2 and T7 to inform the budget planning. **Clerk and Cllr Forsyth to obtain quotes.**

- b) Possibility of contributing to Remembrance Wreath in future – It has been suggested that the PC could fund a remembrance wreath in future which the PC are generally in favour of, but it was also suggested that maybe a more sustainable option would be to either purchase a single wreath and reuse it while making a donation to the Royal British Legion every year or an alternative could be to purchase a Remembrance Tommy to be put out every year at a cost of £175 which could count towards PC contribution over the next four years. After four years the PC could also consider purchasing an Unknown Women in War Statue. It was agreed to budget for these purchases (total cost £350 for both) over the next 3 years.
- c) Grass cutting plans – Cannot be considered further until a response is received from WCC.
- d) Purchase of farm traffic signs to be displayed at harvest time – It was agreed that two signs would be required at a total cost of around £40.
- e) Community Infrastructure (CIL) Payment of £1126.32 received – The guidance received from SDC re what CIL funds can be spent on is very vague. There are a number of options the PC would like to consider such as tree work, repairs to the War Memorial, repairs to the telephone box, a new PC notice board, funding a Tommy memorial (53.3 b) and/or an item to celebrate the Queens Jubilee such as a new bench or a flagpole. **Clerk to seek further guidance from SDC as to whether these would be suitable uses of the funds.**

53.4 To approve the following payments to be made using delegated powers: Proposed and agreed.

04.10.21	Christian Hilton	Website hosting 1 year	£19.19
04.10.21	BHIB	Annual Insurance	£217.96
04.10.21	Kirsty Buttle	Salary September	£96.00
04.10.21	HMRC	Tax September	£24.00
01.11.21	Kirsty Buttle	Salary October	£96.00
01.11.21	HMRC	Tax October	£24.00

53.5 To note the following receipts: Noted.

20.09.21	SDC	Precept	£1,841.50
08.11.21	SDC	CIL	£1,126.32

#### 54. Planning applications 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. Objection. **It was agreed that the variations proposed do not alter the PC's original view and resulting response on the application therefore the PC will not be amending their response. Cllr Leaper agreed to represent the council at the committee hearing for this planning application.**

#### 55. Planning decisions received - None

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

**57. To agree meeting dates for 2022 – Proposed dates are 20<sup>th</sup> Jan, 24<sup>th</sup> Mar, 5<sup>th</sup> May 14<sup>th</sup> Jul, 22<sup>nd</sup> Sep, 17<sup>th</sup> Nov** – Subject to the 5<sup>th</sup> May being changed to 12<sup>th</sup> May the meeting dates were agreed.

**58. Information exchange** – A parishioner has raised concerns about the siting of the bus stop and the danger posed to children waiting for the bus. The Clerk has forwarded their concerns on to WCC for them to take into consideration when considering their proposals for new sites. WCC has now

provided a proposal but some things are unclear, particularly in relation to who will bear the costs so further clarification has been requested. It is expected that a final proposal should be received in time for discussion at the January meeting.

Meeting closed @ 9:14pm

**Date of next meeting – 20<sup>th</sup> January 2022**

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