

# Butlers Marston Parish Council

Minutes of a meeting of the Parish Council held on **Thursday 23<sup>rd</sup> November 2023** at **7pm** at St Peter's & St Paul's Church, Church Lane, CV35 0NA

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

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

**40. Apologies for absence** – None.

**41. Members' declarations of interest for items on the agenda** -

**42. Public participation session** -

**43. To approve the minutes of the Parish Council (PC) meeting held on 28<sup>th</sup> September 2023** – The minutes were proposed, agreed, and duly signed.

**44. County/District Councillor reports** – Cllr Mills and Cllr Scorer provided written reports which can be found on the PC website with the minutes.

**45. Outstanding matters/actions from previous minutes**

- 45.1 Grass cutting update - Mowing has finished for 2023 and is scheduled to start again in March 2024. Severn Trent Heritage Estate Department (STHED) have completed their final cut for 2023 and will start mowing The Bank in March 2024. Cllr Corpe has continued to raise concerns over the manhole condition and the crater that has appeared on the top of The Bank. These will be raised with Heritage England as this is not our understanding of maintaining a scheduled monument.
- 45.2 Update re Warwickshire County Council's (WCC) proposals to resite the bus stops in the parish - Cllr Corpe has received the final feasibility report to resite the bus stop which suggests the best locations for the village bus stop. It was agreed that a public meeting should be held to make the public aware of the proposals and seek feedback. The PC can then use that feedback to decide on which option they will work towards and then look into ways to fund it. Cllr Mills advised his county councillor's delegated budget should be able to fund this in the new financial year subject to a successful grant application with information regarding the public consultation.
- 45.3 Butlers Marston Church Restoration and Reorder Group - The Working Group has held a successful public meeting and many useful points were made and will be included in the final consultation report. The consultation report has been delayed due to the groups other commitments but aims to have this published by the end of the year. In the meantime the group has arranged a meeting with the DAC at the church to discuss the next steps from the DAC side.
- 45.4 Update re discussions with Highways re width of footpaths - Footpath Widths - Cllr Mitchell Hilton and Cllr Carton have continued to review the current village footpaths and updated the map identifying areas which should be widened. More details will be provided at the meeting. The Memorial Cross Footpath - Cllr Corpe has no update on this path being maintained but Orbit have agreed they are looking into a possible long term solution. This could also be picked up by the general footpath review above.
- 45.5 Update re bank mandate changes - Cllr Weaver now has access to the online banking. Payment authorisation requests should now be sent to both Cllr Weaver and Cllr Mitchell-Hilton.
- 45.6 Maintenance of the War Memorial – Defer to next meeting.
- 45.7 Bus shelter/phone box refurb project - Retaining Wall - A resident has agreed to build the wall between the bus shelter and around the phone box. We are hopeful we have enough concrete blocks to build the wall however we will need to purchase sand and cement and likely at least

one pallet of stone to blend with the stone we received from the Kennel Hill development. Another resident is considering whether they can help dig the wall foundations out and then this will need concrete delivered or made on site. In total we are estimating the cost of materials will be circa £500. To keep costs down we will only focus on building the wall between the bus shelter and the phone box. If there is spare stone we could look at a later date to create a small wall on the other side of the bus shelter to protect the noticeboard and finish off the look. The current post box post is loose so there might also be the possibility to integrate the post box into the wall or redevelopment. Cllr Bloomfield will contact Royal Mail to see if there are any options and if they will contribute towards it. If approved the work would not be able to start until April 2024. Noticeboard - We have received our new notice board. There are a few scratches on it and one of the doors is not lockable but the supplier has agreed to try to polish out the scratches and provide the items to change the door to a lockable door free of charge. Orbit had agreed that they would install the new noticeboard as their contractors knocked the old noticeboard down. We will need to organise for the area to be cleared beforehand and identify the post locations to give us space for a wall if we want to. The old noticeboards still need to be refurbished and installed into the bus shelter agreed previously at an estimated cost of £50. Repurpose of the Bus Shelter/Phone Box - The plan was to convert the phone box into a book exchange box and the local resident who offered to do this hasn't got to it and is unlikely to be able to do so. We need to confirm we are still happy to proceed with this plan and to identify how else we might be able to achieve it.

- 45.8 Update re request for a debit card for the PC bank account – Application forms have been completed and will be signed after tonight’s meeting.

*Cllrs scorer and Mills left the meeting at 8:22pm.*

- 46. To receive quotes for tree work as recommended in the previous tree inspection report and agree which contractor to appoint** – It was proposed and agreed to instruct Daniel Knight - £450 +VAT T6, T8 and G9 wood left and everything else chipped on site and chippings taken away. **Cllr Corpe to instruct Daniel.**

**47. Finance**

- 47.1 Confirmation of the bank balances as at 17.11.23 of £21.85 and £8,366.79 – Cllr Mitchell-Hilton confirmed the balances stated are correct.
- 47.2 To confirm completion of the second quarterly (Jul to Sep) internal financial check – Cllr Mitchell-Hilton confirmed the check has taken place and all was found to be in order.
- 47.3 Proposal to purchase a replacement set of Powerheart G3 defibrillator pads at the end of December as the current pads expire on 28<sup>th</sup> December 2023 – cost £51 + VAT – Proposed and agreed. **Clerk to order pads at the appropriate time.**
- 47.4 To discuss the draft budget for the 2024-25 financial year – The PC discussed the need to increase the reserves aiming for at least 100% of annual basic costs, the need to add in £120 contribution to the Clerks laptop, and await the invoice from Stratford District Council (SDC) for the costs of the May 2023 elections as this is likely to have a significant impact on the budget and precept. **Clerk to update the figures when they are available and bring back an updated draft to the next meeting.**
- 47.5 To approve the following payments made using delegated powers: Proposed and agreed.

11.10.23	Clear Councils	Parish insurance 26/10/23 to 25/10/24	£314.18
03.11.23	Kirsty Buttle	Salary and exp Oct	£150.99
03.11.23	HMRC	Tax Oct	£27.40

- 47.6 To note the following receipts: Noted.

09.10.23	Lloyds	Interest	£7.07
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09.11.23	Lloyds	Interest	£9.31
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47.7 To approve payment of the following invoices: Proposed and agreed.

Su Leaper	War Memorial Flowers	£11.95
Kirsty Buttle	Salary Nov and back pay	£173.60
HMRC	Tax Nov	£43.40
Greenbarnes Ltd	Noticeboard	£1,981.98

#### 48. Planning applications received

**\*Amendment/additional information re 22/02935/FUL - Land Adjacent To , Hardwick Gorse, Tysoe Road, Kineton.** Construction of anaerobic digestion facility, comprising silage clamps, digester tanks, lagoons, administrative buildings, landscaping and access. **Objection. The full objection can be found on the SDC planning portal.**

#### 49. Planning decisions received - None

**50. To agree meeting dates for 2024** – It was proposed and agreed to hold the meetings on the following dates: January 24<sup>th</sup>, March 27<sup>th</sup>, May 23<sup>rd</sup>, August 7<sup>th</sup>, September 18<sup>th</sup>, and November 20<sup>th</sup>.

**51. Information exchange - Hedges & Drains** - Cllr Corpe has contacted Highways regarding the hedge on Bank View which is overgrown and following a residents letter is also damaging vehicles. Highways have sent contractors out but they were asked to just cut the hedge and not clear it to return the verge to grass so did not do the work. Cllr Corpe has been in contact with Highways but is waiting a response. Highways have also agreed to look at the road drains in this area and Cllr Corpe will send Highways a detailed map of the road drains based on the path map. The owner of the old school ground has had the hedge on the main road cut so the path is usable. However they still have not addressed the hedge by the garages in town ground. Cllr corpe will chase up on this. BM Water Treatment Plant

Pillerton Hersey have contacted BMPC regarding the BM Treatment Plant and its potential effect of the proposed development in Pillerton Priors. BMPC have provided them details on all the issues we have had and the last known capacity confirmed from Sever Trent CEO. At the same time it was suggested that the councils in the catchment area should join forces to monitor and raise awareness of issues with Severn Trent over the treatment plant and associated equipment (pumping stations) as it appears each area is affected by the poor maintenance and equipment upgrade. If BMPC are happy to join, a combined working committee could be set up to bring everyone together knowledge and resources with the aim of getting Seven Trent to deal with the collective concerns and issues.

**Meeting closed @ 9:06pm**

**Date of next meeting – 24<sup>th</sup> January 2024**

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