

Butlers Marston Parish Council

The Annual Meeting of the Parish Council will be held on **Wednesday 11th May 2022** at **7pm** at St Peter's & St Paul's Church, Church Lane, CV35 0NA

AGENDA

1. Election of Chairman
2. Election of Vice-Chairman
3. Apologies for absence
4. Members' declarations of interest for items on the agenda
5. **Public participation session** (Members of the public are invited to address the council. The session will last for a maximum of 10 minutes with any individual contribution lasting a maximum of 3 minutes).
6. **To approve the minutes of the Parish Council (PC) meeting held on 24th March 2022**
7. **Funding required for Platinum Jubilee Celebrations**
8. **Update re grass cutting request to Warwickshire County Council**
9. **Finance**

9.1 Confirmation of the bank balance as at 05.05.2022 of £5,271.20

9.2 To approve the following payments made using delegated powers

30.03.22	St Peter & St Paul Church	Room hire	£60.00
03.05.22	WALC	Annual subscription	£124.00
03.05.22	Kirsty Buttle	Salary April	£99.70

9.3 To note the following receipts

28.04.22	SDC	Precept	£1,930.00
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9.4 To approve payment of the following invoices

HMRC	Tax April	£24.80
Simon Corpe	Light Bulb and defibrillator battery	£298.00
Su Leaper	Flowers for War Memorial	£6.95

9.5 To agree the following regular payments list delegating authority to the clerk to make payments to relevant suppliers up to the budget total. All payments will need to be authorised online by a councillor in order for the payment to go out

Clerks salary	£1,700.00
Insurance	£222.00
WALC (Parish Council legal advice)	£115.00
Website	£85.00
Room hire	£80.00
War Memorial flowers	£24.00
Other	£470.00
Office stationery	£55.00

Training	£200.00
Data Protection	£35.00
Tree survey/tree work	£200.00
Defib pads	£200.00
S137 - Remembrance	£175.00

10. Year End Accounts

- 10.1 To receive the Internal auditor's report for 2021-22
- 10.2 To appoint an internal auditor for the 2022-23 financial year
- 10.3 To complete and approve the Annual Governance Statement for 21/22
- 10.4 To approve the Accounting Statements for 21/22
- 10.5 To approve completion and signing of the AGAR Certificate of Exemption for 21/22
- 10.6 To confirm the dates for electors' rights as 13th June to 22nd July 2022

11. Planning applications received

22/00650/VARY - Agricultural Building, Court Fields, Bridge Road, Butlers Marston. Variation of condition 2 of planning permission 21/02736/VARY (date of decision 25 January 2022) to amend window types and positions, amend internal layouts and propose new carport/garage arrangement. **No representations made.**

22/01298/LBC - Blacklands Farm, Butlers Marston. Repairs to barn, to include additions of insulation - variation of 21/00141/LBC of 21.04.2021 in respect of: 1. Extent of timber repair/replacement, 2. Lath and plaster replacement, 3. Type of wall insulation.

12. Planning decisions received

22/00804/COUQ - Cattleyard West Meads Farm, Pillerton Road, Butlers Marston. Prior approval notification for the conversion of an agricultural building to 1no. dwelling (C3) and associated operational development under Schedule 2, Part 3, Class Q parts (a) and (b) of the General Permitted Development Order (GPDO). **No representations made. PRIOR APPROVAL GRANTED.**

Date of next meeting – 14th July 2022



Signed:

Parish Clerk

Date: 5th May 2022