

# Butlers Marston Parish Council

A meeting of the Parish Council will be held on **Thursday 27<sup>th</sup> March 2025** at **7pm** at St Peter's & St Paul's Church, Church Lane, CV35 0NA

## AGENDA

### 79. Apologies for absence

### 80. Members' declarations of interest for items on the agenda

**81. 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).

### 82. To approve the minutes of the Parish Council (PC) meeting held on 29<sup>th</sup> January 2025

### 83. County/District Councillor reports

### 84. Outstanding matters/actions from previous minutes

84.1 Butlers Marston Church Restoration and Reorder Group

84.2 Update re discussions with Highways re width of footpaths

84.3 Update re ensuring the parish council has complete records for any easements/wayleaves for owners of property around the Village Greens

84.4 Update re proposal to request a 20mph speed limit throughout Butlers Marston

84.5 Update re insurance when hiring out the PC owned marquee and consideration of what changes, if any, should be made to the process in future

### 85. Information regarding updates to the Smaller Authorities Proper Practices Panel (SAPPP) requirements for PC's in relation to websites and e-mail and consideration of any actions required in response to this

### 86. Finance

86.1 Confirmation of the bank balances as at 20.03.25 of £383.31 and £5,804.37

86.2 To reconsider the possibility of changing banks to Unity Trust Bank at a cost of £6 per month due to Lloyds Bank now charging the PC as a commercial account

86.3 To approve the following payments made using delegated powers:

26.02.25	Kirsty Buttle	Salary and office Feb 25	£185.80
26.02.25	HMRC	Tax Feb	£40.00
18.03.25	Lloyds	Account fee	£4.67

86.4 To note the following receipts:

10.02.25	Lloyds	Interest	£5.69
10.03.25	Lloyds	Interest	£4.78

86.5 To approve payment of the following invoices:

Kirsty Buttle	Salary and office March	£186.00
HMRC	Tax March	£39.80

86.6 To agree the following regular payments list for 2025/26 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	£2,680.78
Insurance	£360.00
WALC (Parish Council legal advice)	£135.00
Website	£115.00
Room hire	£120.00
War Memorial flowers	£35.00
Other	£300.00
Office allowance	£312.00
Office stationery	£50.00
Training	£200.00
Data Protection	£35.00
Tree survey/tree work	£250.00
Bank fees	£51.00

- 87. Request from the owners of The Garages site on Town Ground to give an opinion on their pre-application report**
- 88. Planning applications received - None**
- 89. Planning decisions received - None**
- 90. To agree plans for the Annual Parish Meeting (APM)**
- 91. Information exchange**

**Date of next meeting – 22<sup>nd</sup> May 2025**

Signed:



Parish Clerk

Date: 21<sup>st</sup> March 2025