

Butlers Marston Parish Council

Minutes of a meeting of the Parish Council held on **Wednesday 7th August 2024 at 7:30pm**
at St Peter's & St Paul's Church, Church Lane, CV35 0NA

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

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

19. Apologies for absence – None.

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

21. Public participation session – None.

22. To approve the minutes of the Parish Council (PC) meeting held on 8th May 2024 – The minutes were proposed, agreed, and duly signed.

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

24. Outstanding matters/actions from previous minutes

24.1 Update re Warwickshire County Council's (WCC) proposals to resite the bus stops in the parish - Cllr Mills has agreed to fund the projects which will now be allocated to the WCC programme of works along with numerous other Jobs. All schemes on the list have to be completed by March 2025. Cllr Carton has got together the details of the bus services available in the village and will put this into a single document ready for publication in a future newsletter and on the Village website to encourage people to use the local bus service.

24.2 Butlers Marston Church Restoration and Reorder Group - The group is due to meet the acting Bishop of Coventry on 3rd September to run through the proposed plans for the Church as this is an area of interest for the diocese. The group will be holding a public meeting on 10th September in the church where the group will unveil its preliminary concept plan for the restoration and reorder of the church. As requested at the last PC meeting Cllr Weaver has put together a draft letter of support for the proposals from the PC which was approved by the PC.

24.3 Bus shelter/phone box refurb project - Retaining Wall – The estimated cost is £800 for the wall but the PC believes there is enough stone to complete the project so the cost should be reduced. Final confirmation is required from WCC Highways for the proposed wall and Orbits retaining wall for No 29's garden detailed in 24.4 before any work can go ahead. Noticeboard – The PC is still waiting to hear from Orbit as the landowners over the trees which need removing and when they can install the new notice board. They are also looking at protecting the path which is detailed in 24.4. Repurpose of the Bus Shelter/Phone Box - The plan was to convert the phone box into a book exchange box. No other ideas have come forward for this or the bus shelter at the moment so until the wall and general refurbishment is complete this will stay open.

24.4 Update re discussions with Highways re width of footpaths - Footpath Widths - At the parish public meeting held on Thursday 26th April Cllr Mitchell Hilton and Cllr Carton published their initial findings of the areas that need improving around the village. This will now be finalised and submitted to WCC highways to review and agree what can be done to improve them. The Memorial Cross Footpath - Orbit has completed a survey to install a retaining wall to protect the path. The PC is now waiting for confirmation of materials to

be used and times as well as ensuring WCC Highways are aware of the works as this is outside the property boundary.

Discussions were held regarding getting the path to the church registered as a public footpath in order to ensure it is maintained to a suitable standard. This will be particularly important if the church reorder works go ahead as it will then be important to ensure the path is fully accessible for all users. **Cllr Mitchell-Hilton to look into what the process is to make an application. Cllr Corpe to check that the path is not already registered on land registry.**

- 24.5 Maintenance of War Memorial – The resident who agreed to help with this has been provided with all of the information received from the War memorial Trust about maintaining War Memorials.
- 24.6 Update re ensuring the parish council has complete records for any easements/wayleaves for owners of property around the Village Greens – Cllrs Corpe and Mitchell-Hilton have met with all of the residents whose properties adjoin the Village Green and provided them with all of the information the council knows. The residents have also provided some information and letters they have relating to the Village Green. Cllrs Corpe and Mitchell-Hilton met with a Highways representative today on the Village Green to discuss what the options are given that the majority of the Village Green is registered as Highways’ responsibility therefore Highways’ regulations must be followed. The meeting resulted in Highways raising a number of concerns about different areas of the Village Green and they are going to look into this further to try to understand the historical information including maps to work out what the status of the various areas are (such as Highway, Bridleway, Village Green boundaries etc). Highways will update the PC when they have more information. **It was proposed and agreed to form a working group led by Cllrs Corpe and Mitchell-Hilton to continue to manage this project.**
- 24.7 To consider purchasing ‘The Bank’ on the Village Green from Severn Trent Water – It was proposed and agreed that the PC do not wish to purchase the bank due to the ongoing costs of maintenance that would need to be paid by parishioners through the precept. **Cllr Corpe to advise Severn Trent of the PC’s decision.**
- 25. Concerns raised about overgrown hedgerows in the parish** – The PC has received a few comments recently regarding overgrown hedges in the village. As these hedges are not located on PC property the PC is unable to instruct any work on them and only has the ability to report them to Highways if they are encroaching on Highways land. Parishioners also have the ability to report these to Highways and are encouraged to do so directly via <https://www.warwickshire.gov.uk/reportit> . WCC Highways have the power to ensure the Highway remains unobstructed so Highways need details of the areas where the footpath is being obstructed so they can send out a letter asking the property owners to clear it in the first instance and if they do not clear it then Highways can do the work and recharge the property owner. It was agreed that **a note should go in the newsletter advising parishioners that as part of a community effort to ensure the footpaths in the parish are usable for all including wheelchair users the PC will be advising highways where there are issues with overgrown vegetation so Highways can send out the relevant letters.**

Cllr Mills left the meeting at 8:29pm.

- 26. Concerns raised about out of control dogs in the parish** – The PC has received some communication from parishioners concerned about the behaviour of some dogs off lead in the parish. The PC has no legal powers relating to dog control therefore can do little other than provide information about the appropriate places to report issues. It was agreed that **the PC should get more information from the Stratford District Council (SDC) Dog Warden and put the information in the village newsletter.**

27. Finance

- 27.1 Confirmation of the bank balances as at 01.08.24 of £90.30 and £6,160.62 – Cllr Weaver confirmed the balances stated are correct.
- 27.2 To approve the following payments made using delegated powers: Proposed and agreed.

31.05.24	Kirsty Buttle	Salary May and office (Apr-May)	£169.60
31.05.24	HMRC	Tax May	£29.40
27.06.24	Kirsty Buttle	Salary and office June	£143.60
27.06.24	HMRC	Tax June	£29.40
30.07.24	Kirsty Buttle	Salary and office July	£143.60
30.07.24	HMRC	Tax July	£29.40

- 27.3 To note the following receipts: Noted.

09.05.24	Lloyds	Interest	£6.00
10.06.24	Lloyds	Interest	£7.54
09.07.24	Lloyds	Interest	£6.67

28. Planning applications received

24/01610/FUL – Cattleyard, Westmeads Farm, Pillerton Road, Butlers Marston. The demolition of an existing building and erection of a one and a half storey, self-build dwelling, alongside associated access and landscaping works. **Butlers Marston Parish Council support the application for the following reasons:**

The new proposed redevelopment will be far more in keeping with the surroundings and the parish aesthetics than the current approved planning application.

The current barns are in a dilapidated state and it would improve the local area to build something attractive and less imposing than the current structure. (Response made using delegated powers.)

24/01716/AAPA – Blacklands Bungalow, Butlers Marston. Enlargement of existing bungalow consisting of the construction of one additional storey. **No comments.**

29. Planning decisions received - None

30. To adopt the following new/updated policies: Proposed and agreed to adopt all 3 policies.

- 30.1 Financial Regulations
- 30.2 Scheme of Delegation
- 30.3 Code of Conduct – LGA version as adopted by Stratford District Council (SDC)

31. Information exchange – Memorial Plant Pots Following the review of the plant pot options, the council and the team who look after the flowers have chosen two designs which were the Woodlodge Ring and Pottery Studio Plait both measuring 51cm high and 50cm diameter. Unfortunately the pots were not available to purchase recently but an order has been placed for either design and the PC will be contacted when they are in stock which will hopefully be in the next few weeks so should be in time for the autumn winter planting.

Grass Cutting Update - The Village Greens Mowing - A new system is in place for detailing when cuts should take place, but this is still early days and it's not being updated on a regular basis. The contractors will complete the six cuts per year, but this may not be every month. For example, we had a cut on 27th June however the next cut was not until 1st Aug. The back up mowing team will provide an additional cut around 15th August (two weeks later) in an attempt to help to maintain the grass height but this may be an ongoing responsibility. SDC have provided mowing maintenance maps which the council can now review as we believe there are areas being missed. The Bank Mowing - The bank has been

mowed by Severn Trent Heritage Estate Department's (STHED) contractor and there is expected to be one further cut this year.

It was agreed to put a **proposal to request 20mph limits through Butlers Marston on the next agenda.**

Meeting closed @ 9:17pm

Date of next meeting – 12th September 2024

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