

Butlers Marston Parish Council

Minutes of a meeting of the Parish Council held on **Wednesday 24th January 2024** at **7pm** 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, District Cllr Scorer.

52. Apologies for absence – None.

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

54. Public participation session - None.

55. To approve the minutes of the Parish Council (PC) meeting held on 23rd November 2023 – The minutes were proposed, agreed, and duly signed.

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

57. Outstanding matters/actions from previous minutes

57.1 Update re Warwickshire County Council's (WCC) proposals to resite the bus stops in the parish - WCC is updating the feasibility study with more details and estimates. The PC agreed to hold a public meeting on 13th March to show parishioners the options before confirming preferences with WCC. This meeting will also be the Annual Parish Meeting for 2024.

57.2 Butlers Marston Church Restoration and Reorder Group - The working group has had an initial visit with the DAC advisor who is very positive about the proposed reorder. The group now needs to write a Statement of Significance and submit to officially 'start the ball rolling'.

57.3 Bus shelter/phone box refurb project - Retaining Wall - We have now received a quote of £775 incl VAT for a wall from the bus stop around the phone box. If there are sufficient materials it may also be possible to build a short wall on the other side where the noticeboard is being positioned.

Noticeboard - Cllr Bloomfield has managed to get the new noticeboard fixed removing the scratches and upgrading the locks. **Cllr Bloomfield and Cllr Corpe to confirm the location for the new noticeboard and instruct Orbit contractors to install it.**

Post Box - The village postbox is unstable and may need replacing so this should be resolved before the wall is constructed. Cllr Bloomfield has been trying to get Royal Mail to look at the post box and see if this can be incorporated into the refurbishment of this area.

Repurpose of the Bus Shelter/Phone Box - The plan is to refurbish the phone box and bus shelter for the community to utilise and we need to start to identify how we might use this space going forward. **Cllr Mitchell Hilton to add this to the next newsletter.**

57.4 Update re request for a debit card for the PC bank account – The application was approved and debit card has been received. It was agreed that a policy regarding how the debit card is to be used and monitored should be created and brought to the next meeting for approval. **Clerk to put together a policy.** It was agreed that a good way to monitor the usage of the debit card would be for Cllrs Mitchell-Hilton and Weaver to receive a notification to their Lloyds app whenever the card is used. **Cllrs Mitchell-Hilton and Weaver to try to get this set up.**

57.5 *Update re discussions with Highways re width of footpaths* – *Deferred.*

57.6 *Maintenance of the War Memorial* – *Deferred.*

58. Proposal to purchase a Bushnell speed detection device to be used as part of the speedwatch scheme at a cost of up to £275 - Proposed and agreed. Cllr Weaver to place the order.

59. Finance

- 59.1 Confirmation of the bank balances as at 18.01.24 of £54.22 and £5,130.64 – Cllr Weaver confirmed the balances stated are correct.
- 59.2 To confirm completion of the third quarterly (Oct to Dec) internal financial check – Cllr Weaver confirmed the check has taken place and all was found to be in order.
- 59.3 To agree the budget and precept for the 2024-25 financial year – It was proposed and agreed to set a budget of £4,041 resulting in a precept of £4,918 due to the need to increase reserves to work towards recommended minimum levels. **Clerk to submit precept demand.**
- 59.4 To approve the following payments made using delegated powers: Proposed and agreed.

29.11.23	ICO	Data Protection Fee	£35.00
18.12.23	Chacombe Parish Council	Laptop share	£112.22
18.12.23	SDC	Election fee	£730.18
18.12.23	Kirsty Buttle	Salary December	£117.60
18.12.23	HMRC	Tax December	£29.40

- 59.5 To note the following receipts: Noted.

11.12.23	Lloyds	Interest	£8.34
15.01.24	National Grid	Wayleave	£17.70
09.01.24	Lloyds	Interest	£5.51

- 59.6 To approve payment of the following invoices: Proposed and agreed.

Kirsty Buttle	Reimbursement re defib pads	£61.20
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60. Planning applications received

23/03420/FUL - Tubbs End Farm, Butlers Marston. Agricultural infill building between existing and proposed grain store. **No objection.**

23/03422/FUL - Tubbs End Farm, Butlers Marston. Agricultural building to cover grain dryer. **No objection.**

24/00078/LBC - Lobbington Farm , Kineton Road, Butlers Marston. Repair to the south western gable including rebuilding brick chimneystack and central section of stone gable wall and repointing of outer sections of stonework. **No objection.**

61. Planning decisions received - None

62. Information exchange – Tree surgery work - As agreed there are several trees which need work this year. These are trees T6 and T8 with G9 needing to be dealt with. The work is due to take place on Thursday 25th and the wood will be left for parishioners to take.

Meeting closed @ 8:52pm

Date of next meeting – 27th March 2024

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