

# Butlers Marston Parish Council

A meeting of the Parish Council will be held on **Thursday 20<sup>th</sup> November 2025** at **7pm** at St Peter's & St Paul's Church, Church Lane, CV35 0NA

## AGENDA

### 41. Apologies for absence

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

**43. 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).

### 44. To approve the minutes of the Parish Council (PC) meeting held on 1<sup>st</sup> October 2025

### 45. County/District Councillor reports (Maximum 10 minutes)

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

46.1 Butlers Marston Church Restoration and Reorder Group

46.2 Update re discussions with Highways re width of footpaths

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

46.4 Update on feedback from Stratford District Council (SDC) re how future developments in the parish would need to align with the Housing Needs Survey (HNS) report and consider if any of the needs identified could be addressed by any possible development sites in the parish

**47. To consider contact from a potential developer for the Old School Site, requesting feedback on what the village would support in the way of a development with potentially 8-10 houses, considering both property type and tenure, prior to them submitting a planning application to SDC**

**48. Proposal to instruct a Tree Inspection/Survey on all trees on the Village Green and in the Churchyard at a cost of £400 + VAT**

### 49. Finance

49.1 Confirmation of the bank balances as at 13.11.25 of £124.47, and £8,290.65

49.2 To confirm completion of the second quarterly (Jul to Sep) Internal Financial Controls Check

49.3 To confirm completion of a quarterly asset inspection and consider any actions required

49.4 To review the draft budget for 2026-27

49.5 To approve the following payments made using delegated powers:

03.11.25	PCC	Donation re newsletter	£45.00
03.11.25	Clear Councils Insurance	Annual parish insurance	£441.07
03.11.25	Kirsty Buttle	Salary and office Oct	£193.64
03.11.25	HMRC	Tax Oct	£42.00
30.09.25	Unity Bank	Account fee	£6.00

49.6 To note the following receipts:

30.09.25	Unity Bank	Interest	£39.77
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49.7 To approve payment of the following invoices:

Simon Corpe	Reimbursement for engraving on BM Cup	£15.00
Parish Online	Annual mapping system access	£38.40
PCC	Hire of Church for meetings 2025	£60.00
Kirsty Buttle	Salary and office Nov	£193.64
HMRC	Tax Nov	£42.00

**50. Planning applications received - None**

**51. Planning decisions received - None**

**52. Information exchange**

**53. To agree meeting dates for 2026 – Proposed dates are 22<sup>nd</sup> Jan, 26<sup>th</sup> Mar, 20<sup>th</sup> May, 6<sup>th</sup> Aug, 30<sup>th</sup> Sep, 17<sup>th</sup> Nov.**

**Date of next meeting – 22nd January 2026** *\*subject to agreement in item 53*



Signed:

Parish Clerk

Date: 14<sup>th</sup> November 2025