

Butlers Marston Parish Council

A meeting of the Parish Council will be held on **Wednesday 6th August 2025** 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: 5 members of the public, County and District Cllr Mills, and District Cllr Scorer.

17. Apologies for absence – None.

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

19. Public participation session - A parishioner asked if it is possible to put footpaths on the next agenda as there are no footpaths from the main village to their properties and it feels unsafe for them to walk from their properties at the moment. The Chairman advised that the Parish Council (PC) has been looking into this and it seems there is no simple way to get footpaths up to those properties so the PC is trying to improve the access through the Churchyard. The Clerk advised that the PC does not have the power to install footpaths in that area as the land is the responsibility of Warwickshire County Council (WCC) so all the PC can do is to ask Highways to consider putting in footpaths, and that it would be helpful if the parishioners could also report their concerns directly to Highways as they are more likely to do something about it if more people raise the issue with them. **The PC will continue to follow this up.** A parishioner raised concerns about the sewage facility in Butlers Marston not being adequate to provide for the additional sewage should planning application 25/01271/FUL be approved. The Chairman advised that the PC has already spoken to the CEO of Severn Trent and they have advised that the sewage works will be closing down in the next 3 years and all sewage will go through Kineton.

20. Planning applications out of the parish but considered to be of importance to Butlers Marston parishioners

25/01271/FUL - Land Adjoining Coverwell Farm, Pillerton Hersey. Change of use of land to provide 7 Travelling Showpersons plots and associated works including hardstanding. *The Parish Council did not respond to the previous application as it was felt that responding to applications outside of the parish and neighbouring parishes could set a precedent. After much discussion it was agreed that due to the size of the vehicles that will be regularly travelling to the site and likely through Butlers Marston the application does have the potential to significantly impact Butlers Marston therefore the following response should be submitted:*

Butlers Marston Parish Council objects to this proposal due to the significant increase in Heavy Goods Vehicles (HGVs) it will cause.

The council has serious concerns about the existing road infrastructure and the safety of its residents. The roads in Butlers Marston are already narrow and lack pavements in many areas, forcing pedestrians to walk in the road. This creates an extremely dangerous situation, especially when large vehicles travel through the village. When HGVs encounter oncoming traffic, they often struggle to pass safely, placing both vehicles and pedestrians at risk.

There have been a number of incidents of large vehicles damaging properties in the village. This is compounded by blind bends through the village and the longer stopping distances required for HGVs, which significantly increases the risk of accidents. Already we see a

number of near misses as large vehicles meet on the bend with buses, lorries or tractors needed to reverse back around the bend at significant risk, often driving over verges which as mentioned are already being used as makeshift pavements.

1 member of the public joined the meeting at 7:13pm.

4 members of the public left the meeting at 7:29pm.

21. To approve the minutes of the Parish Council (PC) meeting held on 29th May 2025 – The minutes were proposed, agreed, and duly signed.

22. County/District Councillor reports – Cllr Mills and Cllr Scorer gave their reports. A copy of their reports can be found on the PC website with the minutes.

23. Outstanding matters/actions from previous minutes

23.1 Butlers Marston Church Restoration and Reorder Group - The working group has received an initial DAC report on the proposed reordering of the church following their visit. There are several points which the group needs to review and address in more detail prior to the formal application. Generally, the DAC are very positive about and supportive of the application and the community and PC involvement. The group plans to carry out a couple more visits to see how other churches have overcome similar challenges and how these may be incorporated into the final proposal. The group has received reports on the surveys commissioned to date and these will be reviewed, discussed and incorporated over the coming months as the proposals are refined, however the funding of further consultancy work will need to be secured before the project can move forward. The group plans to outline future funding requirements at its next meeting.

23.2 Update re discussions with Highways re width of footpaths - Progress has been made in several areas with the memorial cross footpath resurfaced and the road at the top end of Bank View and Town Ground fully excavated back to the kerb stones which will be resurfaced at a later date. The footpaths in Town Ground are also due to be resurfaced on 26th August which is long overdue but residents will need to refrain from parking on the footpaths as Highways have said this will cause the footpaths to break up again. There is still more to do with the footpaths at each end of Bank View to be dug out and resurfaced as well as the footpath past the old school. It was agreed that a notice should be out on Facebook to make parishioners aware of the upcoming work and to ask them not to park on pavements if possible. There are a number of areas in the village where overgrown vegetation is still causing an issue with accessing footpaths. It was agreed that **Cllr Mitchell-Hilton should write to the contact at Highways to thank them for the work done so far, to ask what the next steps are for the two remaining areas of concern on Town Ground and Bank Close, and advise them of the areas where there is overgrown vegetation.**

2 members of the public left the meeting at 7:53pm.

23.3 Update re ensuring the parish council has complete records for any easements/wayleaves for owners of property around the Village Greens - The Village Projects Working Group continues to meet regularly on this project and are still waiting on WCC Highways to confirm information following their site visit in 2024. Cllr Mills advised he has had a meeting with a Highways representative who advised that the information has gone to the legal team. The PC advised that this was the information provided months ago but nothing more has happened and the PC has not had any response from anyone at Highways despite numerous e-mails and would like to know how long the process is likely to take as there are parishioners who are being impacted by this delay. **Cllr Mills agreed to speak to Highways again. It was agreed that if no response is received within a week then a complaint should be made to Highways.**

23.4 Progress of new PC website – The website is now live. **Cllr Corpe to arrange the closure of the old website. Clerk to advertise the new site on Facebook. Cllr Mitchell-Hilton to put details of the new website in the next available newsletter.**

23.5 Progress re opening new Unity Bank Account and closing the Lloyds Bank Accounts – The Unity account is now open and two of the Lloyds accounts have been closed. Cllr Weaver signed the final account closure form before this meeting and the **Clerk will submit the forms to Lloyds asap.**

24. Finance

24.1 Confirmation of the bank balances as at 31.07.25 of £401.89, £7,000.88, and £87.31 – Cllr Weaver confirmed the Unity balances of £401.89 and £7,000.88 are correct but he has been unable to check the Lloyds balance due to access issues. The clerk provided a hard copy statement and noted that £87.31 is incorrect and the balance should state £73.51 as a payment of £13.80 for the monthly website has been made from that account which was missed from the agenda.

24.2 To confirm completion of the first quarterly (Apr to Jun) financial check for 2025-26 – Cllr Weaver confirmed the check has taken place and all was found to be in order.

24.3 To consider whether the PC would like to make a contribution to the printing costs for the village newsletter – Defer to next meeting.

Item 29 was brought forward so Cllr Alan Scorer can provide some information.

Cllr Mills and Cllr Scorer left the meeting at 8:30pm.

24.4 To confirm completion of a quarterly asset inspection and agree any actions required – All issues raised are currently in hand.

24.5 To approve the following payments made using delegated powers: Proposed and agreed.

27.05.25	Wix.com	Monthly website fee	£13.80
30.06.25	Su Leaper	Plants and compost for war memorial	£12.90
30.06.25	Kirsty Buttle	Salary and office Jun	£188.56
30.06.25	HMRC	Tax Jun	£40.60
17.06.25	Lloyds	Bank fee	£4.25
25.06.25	Wix.com	Monthly website hosting	£13.80
18.07.25	Lloyds	Bank fee	£4.75
30.06.25	Unity Bank	Bank fee	£0.97
28.07.25	Kirsty Buttle	Salary and backpay July	£209.28
28.07.25	HMRC	Tax July	£45.80

The £13.80 payment made on 28th July for the monthly website fee as noted in item 24.1 was also proposed and agreed.

24.6 To note the following receipts: Noted.

09.06.25	Lloyds	Interest	£4.87
18.06.25	Campion	Marquee hire	£150.00
09.07.25	Lloyds	Interest	£0.28
30.06.25	Unity Bank	Interest	£0.88

25. Planning applications received

25/01636/VARY - Cattleyard West Meads Farm, Pillerton Road, Butlers Marston. Variation of condition one (approved plans) of prior approval. 24/03168/COUQ (issued 26.03.2025) to

allow alteration to internal layout, including extension of mezzanine floor. Original description of development: change of use from an agricultural building to a dwellinghouse.
No comment.

26. Planning decisions received - None

27. To adopt an IT Policy – Proposed and agreed.

28. To review 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 – The councillors discussed the two sites available in the village that have been put forward for development previously and considered whether it may be viable for a developer to fulfil any of the needs identified in the Housing Needs Survey (HNS) on those sites. It was agreed that the **Clerk should contact Stratford District Council to try to get clarity about what development is allowed to take place in the village based on the Local Plan, how much any development would need to align with the outcome of the last HNS, what is required for a development to be considered as ‘community led’, and what charges are made to developers based on the number of properties** as this could impact on whether a developer would be willing to provide more smaller houses or if they are likely to only consider a small number of large houses as a financially viable option.

29. Request from Kineton PC to join a meeting with Kineton PC and Combrook PC to discuss any mutual concerns about the Local Government Reorganisation to a Unitary Authority – It was agreed that the PC are willing to hear what Kineton PC’s concerns are and what they think can be done to mitigate those concerns. Cllr Mitchell-Hilton and the Clerk to attend the meeting. **Clerk to contact Kineton PC to arrange meeting.**

30. Information exchange – None.

Meeting closed @ 9:10pm

Date of next meeting – 1st October 2025

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