

# Butlers Marston Parish Council

A meeting of the Parish Council will be held on **Thursday 26<sup>th</sup> March 2026 at 7pm** at St Peter's & St Paul's Church, Church Lane, CV35 0NA

## AGENDA

### 66. Apologies for absence

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

**68. 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).

### 69. To approve the minutes of the Parish Council (PC) meeting held on 22<sup>nd</sup> January 2026

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

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

71.1 Butlers Marston Church Restoration and Reorder Group

71.2 Update re discussions with Highways re width of footpaths

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

### 72. Update re Butlers Marston Defibrillator door

### 73. Tree Survey Action Plan

### 74. Finance

74.1 Confirmation of the bank balances as at 19.03.26 of £76.07 and £6,590.79

74.2 To approve the following payments made using delegated powers:

|          |                          |                                     |         |
|----------|--------------------------|-------------------------------------|---------|
| 28.11.25 | ICO                      | Data Protection fee                 | £47.00  |
| 31.10.25 | Unity Bank               | Account fee                         | £6.00   |
| 16.02.26 | Military Grave Restorers | 50% deposit for War Memorial Refurb | £597.00 |
| 28.02.26 | Unity Bank               | Account fee                         | £6.00   |
| 03.03.26 | Kirsty Buttle            | Salary and reimbursement Feb        | £258.44 |
| 03.03.26 | HMRC                     | Tax Feb                             | £42.00  |
| 18.03.26 | Kirsty Buttle            | Salary and office Mar               | £193.84 |
| 18.03.26 | HMRC                     | Tax Mar                             | £41.80  |
| 31.01.26 | Unity Bank               | Account fee                         | £6.00   |

74.3 To note the following receipts:

|          |               |          |        |
|----------|---------------|----------|--------|
| 22.01.26 | National Grid | Wayleave | £20.20 |
|----------|---------------|----------|--------|

74.4 To agree the following regular payments list for 2026/27 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                      | £2,920.52 |
| Insurance                          | £540.00   |
| WALC (Parish Council legal advice) | £145.00   |
| Website                            | £260.00   |
| Room hire                          | £90.00    |
| War Memorial flowers               | £35.00    |
| Village info/events                | £225.00   |
| Office allowance                   | £312.00   |

|                       |           |
|-----------------------|-----------|
| Office stationery     | £160.00   |
| Training              | £200.00   |
| Parish Online         | £32.00    |
| Data Protection       | £47.00    |
| Tree survey/tree work | £300.00   |
| Defib pads            | £270.00   |
| Bank fees             | £84.00    |
| War Memorial Refurb   | £1,000.00 |

**75. Planning applications received - None**

**76. Planning decisions received**

**25/02796/FUL and 25/02797/LBC – The Tithe Barn, Butlers Marston.** Replacement of existing outbuilding to the rear of The Tithe Barn, to form a residential Annexe and Garden Room. **Approved.**

**77. Information exchange**

**78. To agree plans for the Annual Parish Meeting (APM)**

**79. Concerns raised by some residents about issues created in the village by a local business**

**Date of next meeting – 20<sup>th</sup> May 2026**



Signed:

Parish Clerk

Date: 20<sup>th</sup> March 2026