

Butlers Marston Parish Council

Minutes of a meeting of the Parish Council held on **Thursday 22nd January 2026** at **7pm** at St Peter's & St Paul's Church, Church Lane, CV35 0NA

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

In attendance: 3 members of the public, District and County Cllr Mills, District Cllr Scorer.

54. Apologies for absence – None.

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

56. Public participation session - None.

57. To approve the minutes of the Parish Council (PC) meeting held on 20th November 2025 - The minutes were proposed, agreed, and duly signed.

58. County/District Councillor reports (Maximum 10 minutes) - The County and District Cllrs provided written reports which can be found on the PC website.

59. Update from potential developer for the Old School Site, and consideration of what the PC would agree to in principle on the site – It was proposed and agreed to send a letter to the developer stating that the PC support the development in principle subject to:

- a maximum of 9 properties,
- inclusion of additional parking to relieve some of the Town Ground parking issues,
- the materials used being mixed to remain in keeping with the existing Streetscene,
- the vehicles and materials needed for the site being kept within the site boundary,
- new footpaths being put in through the development that link to existing footpaths to help integration with the existing community, and this should be written into the deeds that the footpaths should be made available for use by those who don't live on the development in perpetuity
- the new houses being set back from the main road with greenery in front of them to improve the streetscene
- the installation of a new wall near the bus shelter/phonebox
- resurfacing and widening of the small footpath on the south-east edge of the Old School site that joins the main road.

The letter should also include the fact that if the developer were able to offer two properties that are offered at a discount to people with a local connection, the Parish Council would support this. **Clerk to send letter to developer.**

60. Butlers Marston Defibrillator – Due to a recent incident where the defibrillator was needed in an emergency but needing to use a code to access it caused problems getting to it, it was proposed that the door be left unlocked in future. This was approved subject to the door being able to be closed to a watertight position to prevent issues with the functioning of the defibrillator which must be kept dry, and at a minimum temperature. If this is not possible a replacement door or cabinet will need to be considered. **Defibrillator monitor to check if the door can be closed without being locked and let the Clerk know.**

61. To receive the tree survey and agree any actions required – The tree survey was received. It was noted that part of the tree survey is in relation to the Churchyard and this has been shared with the Church Warden to allow them to take any actions necessary for their trees. It was agreed that **Cllr Bloomfield will review the items from the survey relating to PC trees and will put together an action plan.**

62. Finance

62.1 Confirmation of the bank balances as at 15.01.26 of £736.79 and £7,770.59 – Cllr Weaver confirmed the balances stated are correct.

- 62.2 To confirm completion of the third quarterly (Oct to Dec) Internal Financial Controls Check – Cllr Weaver confirmed the check has taken place and all was found to be in order.
- 62.3 To agree the budget and resulting precept for 2026-27 – It was proposed and agreed to set a budget of £6,705.59, resulting in a precept of £6,253. **Clerk to submit precept request.**
- 62.4 To approve the following payments made using delegated powers: Proposed and agreed.

25.11.25	Su Leaper	Flowers for War Memorial	£10.00
30.11.25	Unity Bank	Account fee	£6.00
23.12.25	Kirsty Buttle	Salary and office Dec	£193.84
23.12.25	HMRC	Tax Dec	£41.80
31.12.25	Unity Bank	Account fee	£6.00

- 62.5 To note the following receipts: Noted.

31.12.25	Unity Bank	Interest	£45.94
08.01.26	WCC	Grant re War Memorial refurb	£700.00

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

B J Unwin	Tree survey	£480.00
Kirsty Buttle	Salary and office Jan	£193.64
HMRC	Tax Jan	£42.00

63. Planning applications received – None

It was noted that there has been an application for Permission in Principle (25/03028/PIP) for 9 properties in Little Kineton which the councillors believe the PC should we have been consulted on as a neighbouring parish. **Clerk to contact the planning officer to see if the PC should be consulted.**

64. Planning decisions received - None

65. Information exchange – None.

Meeting closed @ 7:32pm.

Date of next meeting – 26th March 2026

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