



Cropwell Butler Parish Council

Clerk: Dermot Daly
Email: cropwellbutlerpc@gmail.com



**Annual Parish Council Meeting
Monday 12th May 2025 at 7.00pm**

Councillors are hereby summoned, and the public and the press are invited, to attend for the purpose of considering and resolving the business set out in the Agenda below.

Issued: 7 May 2025

Clerk

Dermot Daly

Dermot Daly, Clerk, Cropwell Butler Parish Council

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AGENDA

Welcome and open the meeting.

- 25/26/001** Agree on the Parish Council Chair for the forthcoming year.
- 25/26/002** Agree the Vice Chair for the forthcoming year.
- 25/26/003** Receive and approve any apologies for absence.
- 25/26/004** Agree the co-option of a Councillor to the remaining Casual Vacancy and complete relevant forms.
- 25/26/005** Receive disclosures of interests from Councillors on matters at this meeting.
- 25/26/006** Suspend Standing Orders and allow for Parishioner Questions and Observations and to receive reports from County and Borough Councillors.

ANNUAL POLICY & PROCESS

- 25/26/007** Adopt updated Standing Orders.
- 25/26/008** Adopt updated Financial Regulations.
- 25/26/009** Review and agree the current asset list.
- 25/26/010** Review and agree the annual subscriptions.
- 25/26/011** Review and agree cemetery fees and policy.
- 25/26/012** Agree forward schedule of meetings for the year.
- 25/26/013** Review and agree the Complaints Procedure.
- 25/26/014** Review and agree the Freedom of Information Policy.

MEETINGS

- 25/26/015** Approve the Minutes for the Parish Council meeting held on 14th April 2025

PLANNING

- 25/26/016** Review and agree responses to any last minute planning applications and report any decisions.
 - i) 25/00170/VAR - Millfield Nursery School, Tithby Road, Cropwell Butler, NG12 3AJ - Variation of condition 2 (Plans) for 24/01246/FUL to amend brickwork, positioning/sizes of the fenestration and position of building. - Approved.

FINANCE

- 25/26/017** Review and agree the Internal Audit for 2024-25.
- 25/26/018** Review and agree the External Audit submission for 2024-25, including the Exemption Certificate, Annual Governance and Accountability Return (AGAR) reporting requirements, and exercise of public rights for the period of Tue 3rd June 2025 to Mon 14th July 2025.
- 25/26/019** Review and agree the Financial Report for the period.
- 25/26/020** Review and approve the Accounts for Payment.

GENERAL

- 25/26/021** Agree subsidy for Village Newsletter.
- 26/26/022** Discuss and agree the future of the Poor's Close.
- 25/26/023** Discuss any feedback from the Annual Parish meeting sessions around the coffee van.

REPORTS (information only)

- 26/26/024** Update report on flooding, including the natural flood management plan.
- 25/26/025** Update report on road and traffic issues.

25/26/026 Clerk's report.

25/26/027 Update on Village Hall matters.

25/26/028 Update on village assets.

NEXT MEETING

25/26/029 Consider agenda items for the next meeting on 9th June 2025 commencing 7.00pm.

CONFIDENTIAL

25/26/030 Agree to enter a confidential session which will require the exclusion of the press and public.

25/26/031 Agree next steps on the Clerk's employment terms.

Close meeting.