



Cropwell Butler Parish Council

Clerk: Dermot Daly
Email: clerk@cropwellbutler-pc.gov.uk



**Annual Parish Council Meeting
Monday 11th May 2026 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: 6 May 2026

Clerk

Dermot Daly

Dermot Daly, Clerk, Cropwell Butler Parish Council

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AGENDA

Welcome and open the meeting.

- 26/27/001** Agree on the Parish Council Chair for the forthcoming year.
- 26/27/002** Receive and approve any apologies for absence.
- 26/27/003** Agree the co-option of a Councillor to the remaining Casual Vacancy and complete relevant forms.
- 26/27/004** Agree the Vice Chair for the forthcoming year.
- 26/27/005** Receive disclosures of interests from Councillors on matters at this meeting.
- 26/27/006** Suspend Standing Orders and allow for Parishioner Questions and Observations and to receive reports from County and Borough Councillors.

ANNUAL POLICY & PROCESS

- 26/27/007** Review and agree the current asset list.
- 26/27/008** Review and agree the annual subscriptions.
- 26/27/009** Agree forward schedule of meetings for the year.
- 26/27/010** Agree terms of reference and membership for the Staffing Committee.
- 26/27/011** Adopt updated Standing Orders.
- 26/27/012** Adopt updated Financial Regulations.
- 26/27/013** Review and agree cemetery fees and policy.
- 26/27/014** Review and agree the Allotment Policy.
- 26/27/015** Review and agree the Data Protection Policy.
- 26/27/016** Review and agree the Complaints Procedure.
- 26/27/017** Agree Scheme of Delegation for the Clerk.

MEETINGS

- 26/27/018** Approve the Minutes for the Parish Council meeting held on 13th April 2026.

PLANNING

- 26/27/019** Review and agree responses to any last minute planning applications and report any decisions.
- 26/27/020** 26/00601/FUL - Wolds Pastures, Hoe Lane, Cropwell Butler, NG12 3AE - Proposed new infill (self-build) two-storey dwelling, associated engineering operations to alter land levels, landscaping and external works. [Deadline: 20/05/2026]
- 26/27/021** 26/00652/FUL - The Limes, The Fosse, Cropwell Butler, NG12 3AQ - Change of use of residential annex/short term rental property to general rental purposes. [Deadline: 14/05/2026]
- 26/27/022** 26/00724/FUL - Willow Brook, Back Lane, Cropwell Butler, NG12 3AD - Raising of existing bungalow roof by 1m to form bedrooms upstairs new single storey rear extension, new detached carport, new garden room and application of insulation and render to some elevations of bungalow. [Deadline: 16/05/2026]
- 26/27/023** 26/00753/FUL - Barnsfield Farm, Radcliffe Road, Cropwell Butler, NG12 3AG - Single rear extension and two storey rear extension including balcony, New rear roof light. [Deadline: 22/05/2026]

FINANCE

- 26/27/024** Review and agree the Internal Audit for 2025-26.

- 26/27/025** Review and agree the External Audit submission for 2025-26, including the Exemption Certificate, Annual Governance and Accountability Return (AGAR) reporting requirements, and exercise of public rights for the period of 3rd June 2026 to 14th July 2026.
- 26/27/026** Review and agree the revised budget for 2026-27.
- 26/27/027** Review and agree the Financial Report for the period.
- 26/27/028** Review and approve the Accounts for Payment.
- 26/27/029** Review and approve grounds maintenance contract for the seasons of 2026-2028 inclusive.

GENERAL

- 26/27/030** Agree interim grass cutting across the village by existing cemetery grounds maintenance contractor at £140 per cut.

REPORTS (information only)

- 26/27/031** Update report on flooding, including the natural flood management plan.
- 26/27/032** Update report on road and traffic issues.
- 26/27/033** Clerk's report.
- 26/27/034** Update on Village Hall matters.
- 26/27/035** Update on Sheldon Field.
- 26/27/036** Update on village assets.

NEXT MEETING

- 26/27/037** Consider agenda items for the next meeting on 8th June 2026 commencing 7.00pm.
Close meeting.