



Cropwell Butler Parish Council

Parish Clerk - Mrs Sarah Marsland

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Cropwell Butler

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Cropwell Butler Parish Council Annual Village Meeting and Ordinary Parish Council Meeting

Monday 11th April 2022 at 7.30 pm

Present: Cllr Davenport, Cllr Day, Cllr Morledge, Cllr Allen, Cllr Lenthall, Cllr Cockayne

Apologies: Cllr N Clarke (NCC)

In Attendance: Cllr G Moore (RBC), S Marsland Parish Clerk, E Parker Parish Clerk, One Parishioner

- 1. To Receive and Approve Apologies for Absence**
Apologies were received and recorded
- 2. To Receive Declaration of Interest**
Cllr Cockayne for Sheldon Field
Cllr Davenport cannot sign cheques as one is Chairman's allowance
- 3. Parishioners Question Time**
Minutes under Sheldon Field
- 4. Minutes of previous meeting from 14th March 2022**
Minutes from March 2022 proposed Cllr Cockayne, seconded Cllr Morledge, unanimously agreed.
- 5. Matters arising from previous meeting**
Cemetery query – point 15.c
- 6. Chairmans AGM Report**
Recorded separately. Cllr Davenport read out the Chairpersons annual Report.
It was agreed that this would be placed unbridged in the Newsletter and on the website.
Actions:
 - a) Parish Clerk to put Chairmans AGM report into the Newsletter (unabridged) and on the website

7. Finance

a) Payments made since last meeting and payments pending

S Hardy – Clerks Invoice	£230.00
Chris Davenport – Chairmans Allowance	£160.00
Cropwell Butler & Tythby – Newsletter	£1094.00
Gedling Bouncy Castle – Jubilee	£260.00
Cropwell Cricket Club – Cricket Balls	£228.18
Cropwell Butler & Tythby Village Hall Rent	£150.00

b) Income to date since last statement

i) Cemetery fee – Plot Evans £150.00

c) Financial Statement

i) Current Account £24,707.19

ii) Business Reserve £11,034.98

Payments approved for payment by Cllr Lenthall, seconded by Cllr Day, unanimously agreed.

Cheques dated 31.03.2022

a) It was agreed that the cheque for the Newsletter would be signed but the Clerk is to ask for clarification of income before the cheque is processed.

b) Cllr Davenport signed the form on behalf of the Parish Council for the RBC Jubilee Grant – discussed correspondence (10.b)

Actions:

i) Cheque signatories for the two new councillors and new Parish Clerk to be arranged

ii) Parish Clerk to query income from adverts with printers

8. Year End/Accounts/Annual Audit

Parishioner Peter Evans has agreed to be the Parish Council's internal auditor.

The Parish Council will require an external audit due to current account being over threshold. External auditors are PKF Littlejohn

9. Report from a representative of the Parish Council on the Village Hall Committee

Village Hall minutes recorded separately

10. Correspondence for Action/Received

a) Requested for shortfall on the newsletter – discussed under Finance (7)

b) RBC grant offering a grant of £250 for the Jubilee celebrations – discussed under Finance (7)

11. Cropwell butler Website**Actions:**

i) Parish Clerk to put Chairmans AGM report onto the website.

12. Playground Report

Clean & Tidy

13. Planning Applications (Plus any to hand)**Reference Number:** 22/00676/FUL & 22/00679/RELDDEM**Applicant:** Mr and Mrs Penfield**Development:** Demolition of the existing dwelling and garage, to be replaced with a new storey dwelling and single storey garage. Associated landscaping and access works**Location:** The Old Post Office, Hardigate Road, Cropwell Butler, Nottinghamshire

- a) Cllr G Moore advised the conservation officer will be involved with this planning application.
No objections from Cropwell Butler Parish Council

Reference Number: 22/00603/FUL**Applicant:** Mr and Mrs Dibley**Development:** Erection of tractor mower shed**Location:** Greenways Hoe Lane Cropwell Butler NG12 3AE

No objections from Cropwell Butler Parish Council

14. Traffic, Highways & Footpath Issues

Cllr Allen reported that his research did find lights suitable for conservation areas. This information to be given to Cllr Clarke.

15. Cemetery

- a) Tree in cemetery overhanging the allotments – waiting for Tom Petit RBC to advise
- b) Cllr Lenthall & Cllr Morledge are meeting with a contractor for a quote for the Lychgate. Cllr Davenport has a contact to discuss the Lychgate to compare costs.
- c) Unanimously agreed that we will question the accuracy of residency in line with our policy for recent plots purchased in February 2022. To be updated at the next meeting.

Actions:

- i) Clerk to draft a letter to be signed by the Chairman regarding 15.c.

16. New Parish Councillor

One expression of interest, position still available

17. New Parish Clerk

Eleanor Parker was welcomed. Eleanor was previously a Parish Councillor and headed the Covid19 support group.

It was agreed that Eleanor will work with Sarah Marsland for the next 4/5 weeks. The council agreed to meet this expenditure.

Proposed Cllr Day, Seconded Cllr Lenthall.

18. Flooding

- a) Cllr Davenport meeting with MP Ruth Edwards on 29.04.2022
- b) Cllr Davenport has made a complaint to Severn Trent for the sewage coming from manholes during heavy rainfall on Main Street.

19. Sheldon Field

- a) Jim Besson, Sheldon Field Committee, requested a grant of £750 for the SFC. He stated that the present funds available in the SFC account are being held to cover ongoing costs for maintenance, utilities and the re-stoning of the car park area. SFC would like to erect an apex on the field and are awaiting quotes for this structure. The Parish Council agreed to reserve £500.00 from their 21/22 accounts as a grant towards this structure.

- b) Transfer of ownership

Actions;

- i) The Clerk to pursue the Councils solicitors concerning the Transfer of Ownership and arrange a meeting inviting Cllr Davenport

20. Jubilee

The Parish Council are financially supporting the community group formed to organise a village celebration to mark this event.

- a) It has been highlighted that the community group will need to carry out a risk assessment. Cllr Morledge offered to assist on the assessment.
- b) The Parish Council, The Village Hall Committee and Sheldon Field all have Public Liability Insurance but there may be a requirement for a one-off premium for this event.

Actions:

- i) Cllr Cockayne to convey to community group that a risk assessment will need to be carried out
- ii) Parish Clerk to check insurance for the event

21. Allotments

1 new allotment holder. 2 empty plots. Any further vacant allotments to be offered to parishioners in the village first

Actions:

- i) Parish Clerk to advertise the allotments in the village newsletter

22. AOB

- a) Painting of the phone box was discussed.

Actions;

- i) Cllr Cockayne to speak with a parishioner about painting the village phone box

- b) It was agreed that The Clerk assisted by Cllr Day will in future be responsible for producing abridged version of the approved meeting minutes for the Newsletter

23. Date of next meeting

Monday 9th May 2022

Meeting closed 10:00pm