



Cropwell Butler Parish Council

Parish Clerk – Mrs Eleanor Parker

Honeysuckle Cottage

Main Street

Cropwell Butler

NG12 3AB

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Cropwell Butler Parish Council The Statutory Annual Meeting and Ordinary Parish Council Meeting

Monday 9th May 2022 at 7.30 pm

Present: Cllr Chris Davenport, Cllr Brenda Day, Cllr Roy Morledge, Cllr Graham Allen, Cllr Andrew Cockayne

Apologies: Cllr John Lenthall, Parish Clerk S Marsland

In Attendance: Cllr Neil Clarke (NCC), Cllr Gordon Moore (RBC), Parish Clerk Eleanor Parker

The Statutory Annual Meeting

- 1. Election of Chairman and Vice Chairman and Receipt of their Declarations of Acceptance of Office**
Cllr Davenport as chairman, Cllr Day as vice chairman. Unanimously agreed, Cllr Cockayne proposed, Cllr Morledge seconded.
- 2. Declaration of Office Forms**
Signed and completed in the meeting
- 3. To Receive and Approve Apologies for Absence**
Apologies were received and recorded
- 4. To approve cheque signatories**
Cllr Morledge outstanding to have signature added to account
Cllr Allen now confirmed as a signature
Actions;
a) Clerk to discuss with Natwest how we move to electronic banking/signatories.
- 5. To Note Representation on Other Bodies and To Elect**
Unanimously agreed as follows;
 - a) Finance Sub-committee – Parish Clerk E Parker, Chairman Cllr Davenport & Vice Chairman Cllr Day. Meetings to be separate from full Council meetings.
 - b) Playground – Cllr Day
 - c) Sheldon Field – Cllr Cockayne
 - d) Village Hall – Cllr Morledge
- 6. To Review Working Groups and Areas of Interest**
To be confirmed as required
- 7. Dates of Council Meetings for Ensuing Year**
Monday 13th June 2022
Monday 11th July 2022
Monday 12th September 2022

Monday 10th October 2022
 Monday 14th November 2022
 Monday 12th December 2022
 Monday 9th January 2022
 Monday 13th February 2022
 Monday 13th March 2022
 Additional finance meeting to be confirmed in November for December meet.

Ordinary Parish Council Meeting

1. To Receive Declaration of Interest

None

2. Parishioners Question Time

No Parishioners present

3. Minutes of previous meeting from 11th April 2022

Minutes from April 2022 proposed Cllr Day, seconded Cllr Cockayne, unanimously agreed.

4. Matters arising from previous meeting

Cemetery as discussed in 13.a

5. Finance

Payments made since last meeting and payments pending

Clerk Invoice April 2022 – S Hardy	£230.00
Clerk Invoice April 2022 – E Parker	£230.00
Clerk expenses – E Parker	£17.74
Clerk expenses – S Hardy	£8.53
RA Salt Maintenance April 2022	£675.00
NPower Telephone Kiosk – unmetered supply invoice	£28.54
Cropwell Butler Jubilee (21.04.22 agreed and signed in between meetings) signed by Cllr Davenport & Cllr Lenthall	£800.00

a) Income to date since last statement

Allotment fees	£125.00
Cemetery fee	£150.00
Precept	£12,500.00

b) Financial Statement

i) Current Account	£35,492.38
ii) Business Reserve	£11,035.84

Payments approved for payment. Unanimously agreed, proposed by Cllr Allen, seconded by Cllr Cockayne.

Cheques dated 09/05/2022

It was agreed that a small gift of thanks to be given to Mr Williams

Actions:

- a) Cllr Cockayne to ask Mr Williams for cost of materials used on the phone box
- b) Cllr Cockayne to organize gift of thanks for Mr Williams

6. Financial report

External audit deadline is 1st July 2022

VAT return is being completed

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

Minutes recorded separately

8. Correspondence for Action/Received

- a) Email received from Andy Williams RE Tythby Road. Email to be forwarded to Cllr Clarke. Cllr Clarke advised is it on record with the county council for the road to be attended to for the state of the road and speed limit
- b) Email from Via regarding Lengthsman response required by 31st May 2022. Payment for Lengthsman would be split with Via. Parish would need to contract out for the Lengthsman work. Unanimously agreed that Parish would like to be a part of the scheme. Cllr Day proposed, Cllr Davenport seconded.

Actions:

- a) Clerk to respond to Via confirming we would like to be a part of the scheme
- b) Councillors to review the maintenance specification at June Meeting.

9. Cropwell Butler website

Website is out of date on multiple pages. Unanimously agreed that only 3 sets of minutes to be on the website and agenda before meeting but removed after meeting.

Thursday coffee morning details to be added to the website

Councillors information to be updated

WI notices to be removed as the group no longer runs in the parish as group disbanded in 2021.

Actions;

- a) Clerk to email Martin with all requests of change to be done before June's meeting

10. Playground Report

- a) Graffiti
- b) Bird mess

Actions;

- i) Clerk to contact streetwise to remove graffiti

11. Planning Applications (plus any to hand):

Reference Number: 22/00806/ADVICE

Applicant: David Crawley

Development: Replacement of windows

Location: Cropwell Butler and Tythby Village Hall, Main Street, Cropwell Butler, Nottingham, Nottinghamshire, NG12 3AB

Deadline: 18th May 2022

No objections. Unanimously agreed.

12. Flooding Prevention Updates/Actions

Meeting with national highways & MP taken place. National highways are now involved and helping with surveying the systems.

13. Cemetery

a) Unanimously agreed that we will question the accuracy of residency in line with our policy for recent plots purchased in February 2022.

b) Lychgate still in discussion with Cllr Lenthall & Roy Morledge. Cllr Davenport also to be involved

Actions;

i) Clerk to contact resident regarding the plot and send letter if unable to discuss face to face

14. Allotments

One payment outstanding. No response from another parishioner. Unanimously agreed that an additional letter reminder be sent to parishioner for payment of allotment with a deadline of 31st May otherwise plot will be given to someone else.

Allotments to be advertised in the Newsletter for June

Overhanging tree over the allotments. Quote and date required for works

Actions;

a) Clerk to send letter to parishioner for reminder of payment

b) Clerk to advertise allotments in newsletter

c) Clerk to contact Arbex for date & price to resolve overhanging tree.

15. Sheldon Field

Minutes recorded separately

Date to be arranged for Parish Clerk S Marsland, Parish Clerk E Parker and Cllr Davenport to visit the solicitors with regards to the transfer.

16. Traffic, Highways & Footpaths Issues – Update on any issues/faults reported since last meeting

Cllr Clarke reported that the junction at Village Green is being assessed, to realign for safety purposes.

Recently large vehicles turning at the junction of Main Street & Tythby Road have twice caused property damage.

If people see this, please take a photo and record the registration or report on Lorry Watch

17. Any other business

If maintenance agreement should have ended March 2022, the contractor to be asked if they are able to continue for one more year. Contract to be reviewed January 2023 and sent out for tender for a start date April 2023.

Cllr Allen highlighted the grass verge on Butlers Close is not being maintained

Actions;

a) Clerk to check when RA Salt contract ends and review tender documents

b) Cllr Allen to speak to Metropolitan Housing about area at the top of Butlers close that needs cutting

18. Village Hall

Quote for maintenance submitted by parishioner for lawn maintenance.

Actions;

a) Parish Clerk to ask R A Salt if they can treat the lawn and cut it before the jubilee. If they are unable to, Clerk to attain further quotes for work needed

19. Jubilee

Parish clerk meeting with Ellen Hill on Monday 16th May 2022 to review events/plans for insurance purposes

Actions;

a) Clerk to report back to councilors on email during meetings as the Jubilee is before the next Parish Council meeting

20. Date of next meeting

Monday 13th June 2022

Meeting closed 10.00pm