



## **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 Ordinary Parish Council Meeting**

**Monday 12<sup>th</sup> December 2022 at 7pm**

**Present:** Cllr Chris Davenport, Cllr Brenda Day, Cllr Graham Allen, Cllr Jeremy Williams, Cllr David Wells

**Apologies:** Cllr Gordon Moore, RBC (received on 12/12/22 by email to the Clerk), Cllr Andrew Cockayne (received on 12/12/22 by text message to the Clerk), Cllr Roy Morledge (received on 12/12/22 by email to the Clerk), Cllr Neil Clarke, NCC (received by email on 12/12/2022)

**In Attendance:** Parish Clerk Eleanor Parker

#### **ANNUAL FINANCE MEETING**

- 1. Review budget for financial year**
  - a) Budget was reviewed and will be confirmed in January's meeting once the tax base has been received
- 2. Maintenance contract and Lengthsman scheme**
  - a) Maintenance contract to be separate and reviewed during January meeting ready to send out for tender
  - b) Lengthsman scheme to be kept separate from maintenance contract and reviewed at a later date
- 3. Clerk pay review**
  - a) Clerk hourly rate increase to SCP 14 from NALC guidelines to £13.21 per hour and backdate to April 2022. Unanimously agreed, proposed by Cllr Davenport, seconded by Cllr Day.
- 4. Cemetery fees**
  - a) Cemetery fees to increase by 30%. Proposed by Cllr Day and Seconded by Cllr Allen

**Actions:**

  - l) Clerk to update fees for sign off during January meeting
- 5. Allotment fees – Declaration of interest from Cllr Davenport**
  - a) Cllr Day proposed increase of allotment fee for 2023/2024 by £5 to £30 due to water price increases. Seconded by Cllr Williams
- 6. FOI**
  - a) Fees set for FOI requests agreed at £10 for printing and £5 for email

#### **ORDINARY PARISH COUNCIL MEETING**

- 1. To Receive and Approve Apologies for Absence**

Apologies received
- 2. To Receive Declaration of Interest**

None

**3. Minutes of previous meeting from Monday 14<sup>th</sup> November 2022**

Minutes from Monday 14<sup>th</sup> November 2022 were proposed Cllr Allen, seconded Cllr Wells, unanimously agreed and signed by the Chairperson, Cllr Davenport.

**4. Matters arising from previous meeting**

a) Cllr Allen received correspondence from EMA airspace to advise public consultation in January 2023

**5. Asset Community Value sub-committee**

- a) Parishioner has set up a 'Friends of The Plough' committee for the ACV to be managed  
b) Cllr Wells will attend committee meetings and report updates to the Parish Council

**6. Finance**

a) Payments made since last meeting and payments pending;

Clerk Invoice November 2022 – E Parker	£230.00
Purchase of Laptop for Clerk	£499.00
Clerk pay increase & back date to April 2022 to November 2022	£273.60

b) Income to Date (since last statement)

National Grid refund	£12.91
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Financial Statement: (after above transactions)

Current Account	£25,262.69
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Business Reserve	£11,051.55
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a) Payments approved for payment. Unanimously agreed, proposed by Cllr Davenport seconded by Cllr Allen.  
Cheques dated 12/12/2022.

**Actions;**

l) Clerk to purchase laptop

**7. Financial Report**

Covered in annual finance meeting

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

a) Minutes recorded separately and circulated to Councillors between meetings

**9. New parish boundary**

a) Cllr Davenport advised link needs to be picked up with new Parish Council for Upper Saxondale for any transitional issues

**10. Parishioners Question Time**

a) No Parishioners present

**11. Correspondence for Action/Received**

a) Clerk has received the PSPO signage to put up throughout the Parish

**12. Cropwell Butler website**

a) Cllr Williams working on audit of website

**13. Playground Report**

a) Clerk awaiting response from HAGS for quote on guards around bases of play equipment

**14. Planning Applications (plus any to hand):**

- a) No applications to review
- b) Grant of permission received for;

**Reference Number:** 21/02005/FUL

**Applicant:** Chris Allsop

**Development:** Conversion of 1no. brick-built barn into a dwelling including parking and access

**Location:** Granary 1 Rookery Farm Cropwell Butler Nottinghamshire NG12 3BB

**15. Flooding Prevention Updates/Actions**

- a) Back Lane will be closed from 12/12/2022 for 5 days for further works to be carried out

**16. Cemetery**

- a) Refurbishment of Lychgate, contractor to be sourced for works
- b) Plot enquiry for parishioner for funeral to take place 19<sup>th</sup> December
- c) Family of plot in cemetery have requested permission to realign headstone that is falling over

**17. Allotments**

- a) No updates

**18. Sheldon Field**

- a) Firework night on 5<sup>th</sup> November, no representative present to advise feedback
- b) Parish Council will continue to contribute towards the firework night at Sheldon Field
- c) The PC discussed the Sheldon Field Annual Report published in the December Village Newsletter in which was reported that the PC would no longer financially support the Annual fund-raising event held on 5th November. The PC agreed that at no time has withdrawal of financial support ever been discussed and therefore minuted. The PC Chairperson confirmed that he has spoken to the chair of the Sheldon Field Committee. It was agreed that this PC would continue to contribute financially to the Sheldon Field annual fundraising event on 5th November.
- d) Cllr Wells met with Ives&Co to discuss the transfer of Sheldon Field. Cllr Wells has requested the Lawyers to go back to Fields & Trust to query transfer documents that are missing from previous owners. Lawyer will also write to Fields & Trust to discuss maintenance clause in the deed. Cllr Wells also met with Sheldon Field to review their income and expenditure and latest minutes. Sheldon field have a 50-page management document for the maintenance of the field

**Actions:**

- l) Cllr Wells to attend further Sheldon Field meetings for more information on how the committee works and will advise the Parish Council

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

- a) Cllr Clarke (NCC) provided via email that salt bins for Fosse Road is being chased
- b) Cllr G Moore (RBC) advised via email of Community Speed Watch (CSW) scheme will be being launched in Nottinghamshire which the Parish Council can apply for

**20. Village green noticeboard**

- a) Andy Williams has agreed to do maintenance works on the village green noticeboard after winter

**21. Any other business**

- a) Councillor emails have been set up

**22. Date of next meeting full council meeting;**

Monday 9<sup>th</sup> January 2022

**Meeting closed 10.00pm**