



# Cropwell Butler Parish Council



**Minutes for Ordinary Parish Council Meeting held on 13 April 2026 at 7.00 PM**

**Location: Cropwell Butler & Tythby Village Hall, Main Street, Cropwell Butler, NG12 3AB**

## MINUTES

Welcome and open the meeting.

- The meeting was opened at 7.00pm.

- Present: Cllrs Chris Davenport, Paul Goodwin, Roy Morledge, Tony Teatum, David Wells (Chair), Jeremy Williams (Vice Chair); Dermot Daly (Clerk); County Councillor Neil Clarke; Borough Councillor Ted Birch; No members of the public.

**25/26/211** Receive and approve any apologies for absence.

- None.

**25/26/212** Agree the co-option of a Councillor to the Casual Vacancy and complete relevant forms.

- Peter Evans has put his name forward for the Councillor position.

- A further candidate has also been approached but cannot make meetings until September and is also approaching the village hall committee to assist them.

- The Clerk is to check on eligibility as Cllr Chris Davenport believes that they need to have lived or worked in the Parish, or within three miles of the boundary for 12 months.

**25/26/213** Receive disclosures of interests from Councillors on matters at this meeting.

- Interests declared for Cllr David Wells regarding Sheldon Field Committee position.

**25/26/214** Suspend Standing Orders (for this item only) and allow for Parishioner Questions and Observations and to receive reports from the County and Borough Councillors.

- County Councillor Report: No other items beyond specifics lower down in the Minutes.

- Borough Council Report: Nothing to report.

- Public: No public in attendance.

### **PLANNING**

**25/26/215** Review and agree responses to any last-minute planning applications and report any decisions.

- There were no last-minute updates.

**25/26/216** 26/00524/LBC - The Grange, Hardigate Road, Cropwell Butler, NG12 3AH - Installation of underfloor heating to ground floor and minor alterations to layouts. [Deadline: 18/04/2026]

- The Council does not have any objection and is guided by the planners.

### **MEETINGS**

**25/26/217** Approve the Minutes for the Parish Council meeting held on 9th March 2026.

- It was unanimously RESOLVED to approve the minutes as circulated.

### **FINANCE**

**25/26/218** Review and agree the annual Financial Report and associated documents.

- It was agreed to accept the report as circulated and a reconciliation report presented at the meeting by the Chair.

**25/26/219** Review and approve the Accounts for Payment.

- It was RESOLVED to accept the Accounts for Payment as circulated.

- ACTION: The Clerk to request for Cemetery grounds maintenance contractor to provide dates of work on their invoices.

**25/26/220** Review quotes for electrical works for the kiosk and next steps.

- There were no quotes forthcoming for the electrical works tender at the second attempt.

- The last quotes for the kiosk account transfer were £345.18 (Valda Energy) and £965.47 (SSE). Octopus do not provide unmetered connections.

- ACTION: The Clerk to get a quote for a metered supply following the installation of a meter (for £45).

Authorising Signature

Name: > wells Date: 11/5/26 Signature

## GENERAL

- 25/26/221** Agree to expand remit of Cemetery Grounds Maintenance to include ground levelling, to order some top-soil, to agree storage location, and approach to allocating the work.
- The existing cemetery contractor has been approached and is willing to carry out the extra work if the Council provides the top-soil and covers the cost of the grass seed.
  - It was RESOLVED to order some top-soil and instruct the existing contractor to carry out regular ground levelling and seeding.
  - It was RESOLVED to approach the undertakers for the particular incident of subsidence of a grave.

- 25/26/222** Agree scope for grounds maintenance tender.
- The previous tender for 2023-26 was reviewed.
  - It was RESOLVED to create the tender in two sections of the Cemetery and everything else (defined in the previous tender), and allow submissions for either section or both. The Cemetery will require the extra task of levelling the ground with top-soil and grass seeding. A start date of 1st June 2026 is the aim.
  - ACTION: The Clerk is to ask the existing Cemetery grounds maintenance contractor to carry out the non-Cemetery work in the interim, but only when Cllr David Wells has checked with the outgoing contractor that he has stopped doing the work.

## PROCESS & POLICY

- 25/26/223** Agree new Records Retention Policy.
- After some significant discussion it was RESOLVED unanimously to adopt the policy as circulated.

## REPORTS (information only)

- 25/26/224** Update report on flooding, including the natural flood management plan.
- Natural Flood Management: Flood Manager is finalising the pre-visit details for phase 1. Phase 2 – additional £25,000 available, so additional attenuation being made on the dyke to stop the torrent hitting Back Lane through creating more storage.
  - Severn Trent Water: Louise Blackwell is on secondment. Another member is on long-term illness and when he returns, he will come back to a different role – his second in command is desperately trying to come up to speed. The CEO has left. Representatives are planning to come to the July meeting and feedback on the mainstream works.
  - Rookery Corner: The road closure should have finished at the end of this week. Rookery Close is being resurfaced. Design still to be agreed for the retaining wall for the bank. The original design seemed to be excessive so the intention is to reduce the upstand but to reinforce the kerb.
  - Footbridge: No feedback from the NCC Flood Manager. Cllr David Wells is to chase progress.
  - Flood training course has been attended by Cllr David Wells.

- 25/26/225** Update report on road and traffic issues.
- Hardigate/Radcliffe Road junction: Operational dates are not confirmed but expect to be early autumn (September).
  - The pothole issue is still significant. The petition is struggling for signatures – door-knocking is required.
  - Buses now managed by EMCCA – when they were contacted they appeared to have actioned a change quickly, resolving the bus link in Cropwell Bishop.

- 25/26/226** Clerk's report.
- A fallen tree in cemetery requires disposal – it is expected that the Sheldon Field volunteers may carry out the work.
  - An enquiry regarding burial in plot 299 has been received and investigated. Plot 299 is now located under a tree according to the plan. Further discussion is required.
  - The green bins have been renewed for 2026 but awaiting bin stickers.
  - Allotment payment requests have been sent out. Water bill needs to be reviewed against an actual reading of the meter. Also need to look at the terms and conditions to reflect that only short-term hire and no long-term rights over the allotment.

- 25/26/227** Update on Town and Parish Forum from attendee(s).
- An interesting discussion regarding the Local Government Reform – but there is no decision until July.
  - Ratcliffe on Soar Power Station site usage options may require improved access to the motorway network.
  - Responsible Dog Ownership has been contracted through WISE by the Borough Council – PSPO are being issued but they are difficult to uphold.

- 25/26/228** Update on Village Hall wall and trees initiative.
- Village Hall Garden Committee have put together a proposal that suggests investment in Arbours and a planting regime – this is a work in progress.

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Name: D Wells Date: 4/5/26 Signat

**25/26/229** Update on Village Hall Committee.

- No update.

**25/26/230** Update on Sheldon Field.

- No update.

**25/26/231** Update on village assets.

- No update.

**NEXT MEETING**

**25/26/232** Plan for Annual Parish Meeting on 11th May 2026 commencing 6.45pm.

- It was proposed a similar plan to last year, with a report produced by Cllr David Wells by 1st June 2026 and passed to the Clerk.

**25/26/233** Consider agenda items for the next meeting on 11th May 2026 commencing 7.00pm.

- Need to contact the rights of way officer regarding the style off Back Lane.

Close meeting.

- The meeting was closed at 8.54pm.

Authorising Signature  
Name: D Wells Date: 11/5/26 Signature: 