

Butterton Parish Council

Minutes of the **Annual Parish Council Meeting**

Tuesday 6th May, 2025 at 7pm

1. Apologies – Cllr Karen Salt Present- Cllrs Land, Stone, Hewitt, Perkin, Tomlinson

No members of the public attended.

Public Comments, Questions or Representations

2. Minutes of meeting held on Tuesday 8st April, 2025 agreed by all present and signed as correct.

3. Matters arising...

* **Cllr Land awaits info from Peter Griffin** in order to be able to progress the wall repairs at the Ford.

*It was noted that the Lengthsman had not been to the village recently. The stepping stone at the Ford remains loose.

*Help has been offered re cleaning the flagpole in order to eliminate the payment of a fee for doing so.

Cllrs Hewitt and Tomlinson to sort.

Business Items

The Clerk gave a resume of the year's activities.

The Officers remain as before....Chairperson- Cllr Jenny Land, Vice Chairperson and Website Manager- Mike Stone

Code of Conduct- Proposed acceptance- Cllr Hewitt and seconded by Cllr Tomlinson

Risk Assessment- Proposed acceptance- Cllr Tomlinson and seconded by Cllr Perkin

4. Website. The old link from buttertonmoorlands.co.uk to butterton.org.uk website to be renewed for a further year.

5. Manifold Track. Having emailed Paul Rochefort ,ROW Officer for his views as to who was responsible for the maintenance and upkeep of the Track, a more detailed map of the area will be sent to him. **Clerk to supply.** Following discussions it could be that the National Trust is responsible.

6. Finance a. **Payments received-** Precept 1 payment of £2,961.00 b. **Payments requested-** SPCA Subs- £87.68, PPPF Subs- £12, St Bartholomew's Church donation £500 towards churchyard maintenance. c. **Account balances** given. d. **Presentation of accounts.** Proposal of acceptance- Cllr John Hewitt and seconded by Cllr Mike Stone. These will now be forwarded to the Internal auditor. e. **Mazars exemption certificate** signed. f. **Annual Governance statement** signed. g. **Accounting statements** signed.

Correspondence

9. PDNPA- General- Nothing to report **Planning-** Bramble Barn -Conditions to be lifted application. No objections from PC.

10. Severn Trent- Nothing to report

11. Highways – Nothing further to report apart from outstanding job numbers and Reportonline requests.

12. Staffordshire Moorlands District Council -Nothing to report. Aware of ongoing repair issues

13. Staffordshire County Council –

14. Staffordshire Parish Councils Association- Nothing to report

15. Staffordshire Moorlands Parish Assembly- Nothing to report

Other Correspondence- All emails have been sent to Councillors as and when received by the Clerk.

16. AOB-

[The next meeting is on Tuesday 17th June, 2025 at 7pm.](#)

Clerk- Maggie Risby, 01538 304115 buttertonpc@live.co.uk

Website Manager- Cllr Mike Stone, 01538 304455 butterton.org.uk

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