



# Scotter Parish Council

The Clerk for the meeting: Kyela Mathieson

First Floor – Scotter Village Hall, Scotton Road, Scotter,  
DN21 3SA  
Tel: 07739312997  
E/Mail Clerk@scotterpc.onmicrosoft.com

Dear Councillor,

You are hereby summoned to attend the Parish Council meeting of Scotter Parish Council on 17th May 2021 at the Eau Community Centre, Scotter at 7pm. The meeting will consider the items set out below.

Members of the public are welcome to attend however if you wish to make a statement or raise a question at the meeting, they should contact the Clerk on [clerk@scotterpc.onmicrosoft.com](mailto:clerk@scotterpc.onmicrosoft.com) prior to the meeting.

Before the monthly meeting there will be a public session to enable the people of Scotter, Susworth and Scotterthorpe to ask questions of and make comments, regarding the Parish Council. Questions not answered in this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. The time will be restricted to 15 minutes maximum unless the council proposes a motion to extend this time and it is agreed and passed.

A full covid risk assessment has been conducted for this meeting to be able to take place. Full instructions will be given upon entry and please remember to bring a mask.

Council are asked to note that in the exercise of their functions they must take note of the following: Equal opportunities (race, gender, sexual orientation, marital status and any disability); Crime and Disorder, Health & Safety and Human Rights.

Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted. A person may not orally report or comment about a meeting as it takes place if he is present during the meeting of the parish council or its committees but otherwise may:

- Film, photograph or make an audio recording of the meeting.
- Use any other means for enabling persons not present to see or hear proceedings at a meeting of the parish council as it takes place or later.
- Report of comment on proceedings in writing during or after a meeting or orally report a comment after the meeting.

However, anyone wishing to do so must speak to the clerk prior to the meeting.

Any person who may find it difficult to access the meeting through disability is asked to advise the clerk at least 24 hours before the meeting so that every effort be made to provide access.

Kyela Mathieson Clerk to the Parish Council and Responsible Finance Officer (RFO).

Date of issue 11<sup>th</sup> May 2021

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## Annual Parish Council Meeting Agenda

Meeting opened 7pm

- 1 **Election of the Chairperson for the year commencing May 2021**  
Kw Pw Jon pro  
All agreed
- 2 **Election of the Vice Chair for the year commencing May 2021**

**Pw BK Margaret vice chair**  
**All agreed**

**3 Acceptance Of Apologies for Absence**

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.

LC CW LC

**4 Dispensations** Council is asked to discuss any written dispensation the clerk may have received from councillors  
None

**5 Declarations of interest** Members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities. (Disclosable Pecuniary Interests) Regulation 2012 (SI 2012/1464) (NB this does not preclude any later declarations)  
**None**

**All council members are to consider if their Declaration of Interest form requires updating.**  
**Jon harper needs updateing**

**6 Appointments to Parish Council**

- a) Flooding Working Group – Paul Wood, Bali, Paul Boulton, Colin, Alex. Jon
- b) Planning Committee – Colin, paul b, Jon, Dave, Kev
- c) Community Emergency and Emergency Plan Working Group – Brian, Margaret, Jon
- d) Play Area Inspections – Graham & Kyela
- e) Parson Field Inspection – Paul Wood, Rachel
- f) Speed Watch Working Group – Brian, Dave, Paul B

**7 Appointments to Outside Bodies**

- a) Village Hall - Bali
- b) Scotter War Memorial & Playing Fields Committee – Alex
- c) Scotter Forward - Dave
- d) Eau Centre - Jon
- e) Sporting Groups - Alex
- f) Neighbourhood Watch - Rachel

**8 Annual Financial Review**

As Standing Orders and Financial Regulation have been reviewed in the last 3 months they will be considered current and not requiring a review.

- a) Review Asset register
- b) Agree pre-approved payments list
- c) Confirm approved cheque signatories.

**9 To approve meeting dates for the forthcoming year. Stay as Monday 3<sup>rd</sup> Monday 7pm**  
**Alex to look into equipment for hybrid meeting**  
**7.35 pm**

**May Monthly Meeting Agenda**

**Public Question Time**

This section is not part of the formal meeting of the council and minutes will not be produced.  
[Public Bodies \(admissions to meetings\) Act 1960 s 1 extended by the LG Act 972 s 100](#)

8 public

Resident spoke about planning application 142767 and objections to the application.

**1 Acceptance Of Apologies for Absence**

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**Same as above**

**2 Dispensations** Council is asked to discuss any written dispensation the clerk may have received from councillors

**No**

**3 Declarations of interest** Members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities. (Disclosable Pecuniary Interests) Regulation 2012 (SI 2012/1464) (NB this does not preclude any later declarations)

**None**

**4 To Approve of Full Parish Council Meeting minutes held on 19<sup>th</sup> April 2021**

Jh proposes approve bk 2nd

**5 District & County Councillors Report**

Email read from Clio

**Lesley commended council for how they have worked over the last 12 months. They want to support the village and all groups. Been putting in a lot of work with flooding. Main difference is not wldc and sgwmb are now on board, these bodies are able to be more reactive than the EA, what we are hoping to achieve is that the wmb take over the river. Small changes have been discussed down stream and these are currently being discussed. It's a difficult process and they are sticking with it until they get results. Flooding is effecting the whole ecom of scotter, and insurance is becoming difficult in the area.**

**Keen to support the sporting clubs, how are we going to get west lindsey to support these club, please ask them along to meetings. We are available please get in touch if needed.**

**Chair thanked Lesley and Liz for their support over the last year.**

**6 Chairs Report**

**Chair invited Brian to update on speed watch. Update Sid around village 4 or 5 sites left to go. The information is building up a picture already. Welcomes David helps with the statistics. Got 8 volunteers conf, got all equipment, the trainer is available and hoping to get the training complete by 1<sup>st</sup> week in June. All gun sites are approved.**

**7 Clerks Report****8 To Receive Planning for Noting**

- a) Planning Application 142582 – Land rear of The Rookery, 5no new bungalows  
Decision - Planning refused  
[West Lindsey Planning Application 142582 - Decision](#)

**10 To Receive Planning for Consideration and Comment**

- a) Planning Application 142786 – 4 Bellbutts View, Scotter, DN21 3UX  
Erect building at rear for storage of vehicle  
[West Lindsey New Planning Application - 142786](#)  
No Comment
- b) Planning Application 142845 - 8 Riverside, Scotter, DN21 3UG  
Demolish existing garage and erect new with area above for storage  
[West Lindsey New Planning Application - 142845](#)  
Comment - Ensure 1<sup>st</sup> floor eindows are opaque glass for privacy. Query to challenge EA. Far in excess of ea atatement.
- c) Planning Application 142833 – 7 Lindholme, Scotter, Dn21 3UR  
First floor extension including balcony and other alterations and erect summer house  
[West Lindsey New Planning Application - 142833](#)  
No Comment
- d) Planning Application 142767 – Land rear 53 & 55 Gainsborough Road, Scotter, DN21 3RU  
Proposed new access  
[West Lindsey New Planning Application - 142762](#)  
7pm Tomorrow night meet at the South Cliffe Road with the plans for this application
- e) Planning Application 142773 – 2 Edgar Close, Scotter, DN21 3HD  
Remove conservatory and erect single storey extention  
[West Lindsey New Planning Application - 142773](#)  
No Comment cllrs invited to send comment through to th clerk when they have internet access
- f) Planning Application 142948 – 5 Colins Walk, Scotter, DN21 3SR  
Erect rear conservatory and raised terrace  
[West Lindsey New Planning Application - 142948](#)  
No Comment
- g) Reserved Matters Application 142961 – Land Adj to 15 Gainsborough Road, Scotter, DN21 3RL  
reserved matters to erect 1no. dwelling, considering access, appearance, landscaping, layout and scale, following outline permission 138286 granted 17 October 2018.  
[West Lindsey Reserved Matters Application - 142961](#)  
Planning committee to review and submit no comment

**10 To discuss future plans for Parson’s Field and consider the options of renewing the lease and/or making a purchase bid.**

**Pw advised what would happen if we didn’t take it on.**

**Proposa to continue a lease jh 2<sup>nd</sup> Kev buy £1000 public right of way AJ PB 2nd**

**11 To Receive Correspondence for Noting and/or Action**

- a) Letter from Hetts Solicitors, New lease agreement with Northern Power Grid, sub station site at Scotter Cemetery received which requires signing by the chair and clerk with an independent witness. This has already been actioned and returned.
- b) HMRC Valuation Office – Request for information – Scotter Cemetery  
Form to complete and return with in 56 days of receipt.
- c) Email regarding Lincolnshire Environment Awards – previously circulated to council for information purposes.
- d) Email form Beverley Oliver regarding anti-social behaviour during forest school in Parson Field – previously circulated to council for information purposes.

Jh proposes we contact the pcso to open communications regarding parsons advise of concerns “nd dave

- e) Email from Scotter Primary School regarding overhanging trees in Parson’s Field
- f) Email from Richard Gravestock requesting purchase of land at the The Rookery
- Aj propose no sale – PB 2<sup>nd</sup> all agreed
- g) Request from Jane Huddleston to provide a bench at Riverside.  
Clerk to find out the cost of a bench and get back to her

**12 To receive an update on flooding matters**

**PW advised we are still battling and hoping to pursue the avenue of working together with WLDC and water management board**

**Riparian ownership keeps getting brought up. PC are owners of riverside.**

**JH proposes to get costings for riverside work. PW 2<sup>nd</sup> everyone agreed. JH prop payment to brian Bk**

**13 To open sealed bids for the rental of Constable Land and approve the successful bid.**

**Propose we take the highest bid subject to PB 2<sup>nd</sup> PW**

**Review rental 2 yearly.**

**14 a) To review and approve the Annual Internal Audit Report for 2020/21 Jh Prop approve Mar allagrrred JH approve yea Dave all agree**

**b) To complete and sign Section 1 of the Annual Governance Statement**

**c) To review, agree and sign Section 2 od the Annual Governance Statement**

**15 Finance update and payments**

**a.) To confirm Receipts and payments up to 30/04/2021**

Receipts	Date	Ref	Our Inv	Reason	Amount
Allotment Fee	16/04/2021			Various	£ 70.00
Allotment Fee	20/04/2021			Various	£ 80.00
Allotment Fee	20/04/2021			Barsby	£ 20.00
Allotment Fee	20/04/2021			Lywood	£ 10.00
C Bradley & Sons	22/04/2021		2021-2104	Traviss	£ 350.00
Samuel Jacobs Memorial	22/04/2021			Memorial Fee Fillingham & Colleran	£ 160.00
Allotment Fee	27/04/2021			Evans	£ 10.00
Allotment Fee	28/04/2021			Hinch	£ 10.00
				<b>Total Income</b>	<b>£ 710.00</b>

Payments	Date	Cheque	REF/INV	Reason	Amount	VAT / PAYE
G Worth	21/04/2021	z	16,17,18		£ 760.34	
HMRC	22/04/2021	z		Month 11	£ 228.32	
Helping Hand	22/04/2021	z	1848	Verge Cutting	£ 956.00	
Scun Water Man Board	22/04/2021	z	28-0245-1	Annual Drainage Fee	£ 6.82	
LALC	22/04/2021	z	11206, 11448	Annual Membership and training package	£ 783.40	£ 28.00
HMRC	22/04/2021	z		Month 12	£ 252.32	z
Scotter Bowls Club	22/04/2021	z		Approved Grant	£ 1,000.00	
Giff Gaff	27/04/2021	z	1619502452351	Monthly subscription	£ 10.00	£ 1.66
Scotter Pre School	28/04/2021			Grant	£ 570.00	
Eau Community Centre	28/04/2021			Grant	£ 1,000.00	
K Mathieson	29/04/2021			Wages	£ 1,244.12	
				<b>Total Expenditure</b>	<b>£ 6,811.32</b>	

**b.) Confirm Bank Balance and bank reconciliation to the bank statements seen by council**

Co-operative Bank Account No 61038985 – balance £63,898.68

Co-operative Bank Account No 61797792 – balance £128117.05

Co-operative Bank Account No 61797404 – balance £5,185.52

Approved Propo JH 2<sup>nd</sup> PW

c.) Payments to approve

Brian Gilchrist Expenses, £13.70

Paul Wood Expenses, £4.80

Purchase of flowers for planters within budget parameters

Perspex and paint for cemetery notice board, £30.00

Lalc Training invoice – Clerk Burials Training, £54.00

SWMPFC, Muga Electric, £15.44

Approve Propose JH Rh s2nd – All agreed

**16 Urgent matters not appearing elsewhere on the agenda**

**Flooding of drains send to lcc highways. – Clio.**

**Constable field £360 spent Farmer £300 max for a full day may be less Tillage and grass seed £100**

**2 hours to spread Pw prop and PB 2<sup>nd</sup> all AGreed**

**17 Agenda next meeting – to take any items for members**

**Funding earmarked fund discussion**

**18 To Confirm Date of Next Meeting – 21<sup>st</sup> June 2021 at 7pm**

**9.34 Close**

*Kyela Mathieson*

*Clerk & RFO*