



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 19 July 2021 at 7.00pm at Scotter Village Hall. 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 prior to the meeting.

Before the 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 20 minutes maximum unless the council proposes a motion to extend this time and it is agreed and passed.

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 or 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 14 July 2021

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](#)

Agenda

1 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.

- 2 Dispensations** Council is asked to discuss any written dispensation the clerk may have received from councillors
- 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)
- 4 Approval as a true record the Full Parish Council Meeting minutes held on 21 June 2021**
- 5 District Councillors Report**
- 6 Chairs Report**
- 7 Clerks Report and update on matters from the last meeting.**
- 8 Sub Groups, Community Clubs and Associations Items for Update or Discussion**
 - a) Village Hall
 - b) Scotter Forward
 - c) Speed Watch
 - d) Sports Clubs
 - e) Eau Centre and Scotter Library
 - f) Playing Fields Committee
- 9 Correspondence or Items for noting**
 - a) **Letter received via email from ACC Chris Davison regarding Neighbourhood Policing. Circulated 24/06/2021**
 - b) **Email from WLDC – Guidance for parish councils with existing Neighbourhood Plans Circulated 29/06/2021**
- 10 Correspondence or Items for action / discussion**
 - a) **Email from resident requesting permission to hold a hand fasting ceremony on riverside.**
 - b) **Email from Beverley Oliver, due to issues with anti social behaviour she will be closing forest school in Parson's Field.**
 - c) **Letter received from resident regarding dogs not being allowed at the cemetery.**
 - d) **Email from resident of Revill Close regarding cemetery trees.**
 - e) **Email from resident regarding land noted on the Neighbourhood Plan, Open Space POS13, requesting information if there are any future plans for the area.**
 - f) **Email from Scotton Parish Council requesting information on how we set up our Speedwatch campaign**
 - g) **Email from Central Lincolnshire Local Plan Team, invite to review and submit comments.**
 - h) **Email from resident regarding lack of signage at the Zebra Crossings on Gainsborough Road**

- 11 Flooding Update
- 12 To discuss and plan and strategy for earmarking the Parish Councils savings fund
- 13 To receive an update on the Open Air Cinema Event
- 14 To elect a Personnel Committee
- 15 To review an adopt the following policies
 - a) Parish Council Equal Opportunities Policy
 - b) Disciplinary Policy
 - c) Grievance Policy
- 16 Finance update and payments

- a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/06/2021 – 31/06/2021

Receipts	Date	Ref	Our Inv	Reason	Amount
J Mitchell	02/06/2021	Bacs		Constable Rent	£ 780.50
J Proud	08/06/2021	cash		Allotment fee	£ 10.00
Foster	10/06/2021	Chq		Allotment Fee	£ 10.00
Northern Electric	10/06/2021	chq		Wayleave	£ 10.70
J Waller	11/06/2021	Chq		Allotment Fee	£ 10.00
C Bradley & Sons	18/06/2021	Bacs	2021/1606/4	Ashes Interment - Brian Winsor	£ 150.00
C Bradley & Sons	18/06/2021	Bacs	2021/1606/2	Ashes Interment - Leslie Wood	£ 75.00
Co-op	22/06/2021	Chq	2021/1606	Full Interment - Eric Hall	£ 250.00
				Total Income	£ 1,296.20

Payments	Date	Cheque	REF/INV	Reason	Amount	VAT / PAYE
Microsoft	01/06/2021		E0100EAWP1	Monthly Subscription	£ 18.12	
P Wood	01/06/2021			Expenses	£ 59.80	
Amazon	02/06/2021		5561	Ink	£ 35.87	£ 5.98
B&Q	03/06/2021			Paint & Batteries	£ 27.87	£ 4.65
Silica Lodge	09/06/2021			Plants	£ 31.88	£ 5.31
Zoom	10/06/2021		Inv90641185	Monthly Subscription	£ 14.39	£ 2.40
HMRC	14/06/2021			Month 2	£ 249.83	
B K Brookes	14/06/2021			Internal Audit Fee	£ 500.00	
Brian Gilchrist	14/06/2021			Expenses - Speed Watch	£ 13.70	
Nest	14/06/2021			Pension	£ 64.00	
Silica Lodge	15/06/2021			Plants	£ 30.93	£ 5.15
Argos	16/06/2021			Printer	£ 124.99	£ 20.83
S Smith & Co Accountants	17/06/2021		18459	Payroll	£ 15.00	£ 2.50
Wave	17/06/2021		902958	Cemetery Water	£ 19.07	
Wave	17/06/2021		902672	Allotment Water	£ 12.02	
Helping Hands	17/06/2021		1863	Grass Cutting	£ 1,042.50	
Post Office	18/06/2021			Stamps	£ 10.20	
Listers Timber	24/06/2021		395060	Fencing for Riverside	£ 314.42	£ 52.40
Listers Timber	25/06/2021		395208	Fencing for Riverside	£ 48.67	£ 8.11
Giff gaff	28/06/2021		1624772339460	Line Rental	£ 10.00	£ 1.66
G Worth	28/06/2021		20,21,22		£ 900.00	
DDM	29/06/2021		A50127	Tender & License - Constable	£ 390.00	£ 65.00
Cutting Edge	29/06/2021		91119/06 & 03	Work at Constable	£ 450.00	
K Mathieson	29/06/2021				£ 1,231.38	
Amazon	30/06/2021			Sign for Clay Lane	£ 11.68	£ 1.95
Amazon	30/06/2021			Signage for Riverside Fence	£ 14.36	£ 2.41
				Total Expenditure	£ 5,640.68	

Account Start Balance	£ 60,749.52
Payments	£ 5,640.68
Receipts	£ 1,296.20
End Balance	£ 56,405.04

b.) Confirm Bank Balance and Statements seen by council as at 31/06/2021

Co-operative Bank Account No 61038985 – balance £56,405.04

Co-operative Bank Account No 61797792 – balance £128,177.05

Co-operative Bank Account No 61797404 – balance £5,186.31

c.) Payments for approval

Outstanding election fees from May 2019 - £238.88

J B Rural, Cemetery Work - £2130.00

EAU Community Centre, Hall Hire - £46.00

P Wood, Expenses Notice Board Lock – £8.94

Richard Chappell Farm Contractor, Hedge Cutting at Constable & Fertilizer – £150.00

17 Urgent Highways or Maintenance Matters

18 Agenda next meeting – to take any items for members

19 To Confirm Date of Next Meeting – 20 September 2021