



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 Tuesday 21 September 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 15 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 September 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 19 July 2021**
- 5 **District Councillors Report – To receive an update on outstanding matters.**
- 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) Lincolnshire County Council – Public Transport Service, Bus Links
 - b) Scunthorpe & Gainsborough Water Management Board Election Notice 2021
 - c) LALC Annual Conference and AGM Invite
 - d) Public Rights of Way grass cutting schedule
- 10 **Correspondence or Items for action / discussion**
 - a) Telephone contact, concerns raised by resident regarding parking on Church Lane.
 - b) Email from resident asking if the Parish Council would consider putting up a fence between the cemetery and 104 High Street.
 - c) Email from Paul Howitt-Cowan re Kirton Household Waste Site
- 11 **Flooding Update**
- 12 **Review of recent planning comments made by Scotter Parish Council Planning Committee**
- 13 **To receive and update of Scotterthorpe Allotments**
- 14 **To review Open Air Cinema Event**
- 15 **To review website support and maintenance offer from LALC**
- 16 **To discuss the offer received from Co-op to provide a community notice board**

17 To discuss and resolve financial responsibility for the MUGA at the playing field

18 Finance update and payments

a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/07/2021 – 31/07/2021

Receipts	Date	Ref	Our Inv	Reason	Amount
Co-op Funeral Care	01/07/2021		2021/2406	Add Inscription - Cooper	£ 25.00
C Bradley & Sons	01/07/2021		2021/3006	Lowis EROB & Interment	£ 350.00
Allotment Fee	08/07/2021			Shipperbottom 20 & 21 Fees	£ 40.00
				Total Income	£ 415.00

Payments	Date	Cheque	REF/INV	Reason	Amount
Info Commissioners Office	01/07/2021	Bacs		Annual Fee	£ 40.00
K Mathieson	01/07/2021	Bacs		Expenses - Plants	£ 40.00
Microsoft	02/07/2021	Bacs	E0100EM86Q	Monthly Subscription	£ 18.12
Zoom	12/07/2021	Bacs	INV96171975	Monthly Subscription	£ 14.39
S Smith & Co Accountants	13/07/2021	Bacs	18593	Pension set up & Payrole	£ 75.00
HMRC	13/07/2021	Bacs		Month 3	£ 244.42
G Worth	13/07/2021	Bacs		Inv 23,24,25	£ 732.00
LCC Pension	13/07/2021	Bacs			£ 407.79
Wilko	14/07/2021	Bacs		Office supplies & Grass Seed	£ 23.00
Helping Hands	27/07/2021	Bacs		Inv 1863, 1873	£ 1,959.50
P Wood	27/07/2021	Bacs		Expenses	£ 8.94
Eau Community Centre	27/07/2021	Bacs		Hall Hire	£ 46.00
Giff Gaff	27/07/2021	Bacs		Line Rental	£ 10.00
J B Rural	28/07/2021	Bacs	JB936	Cemetery Work	£ 2,130.00
WLDC	28/07/2021	Bacs	1356230144	Election fees May 2019	£ 238.88
R Chappell	28/07/2021	Bacs	1140	Hedging & Fertiliser - Constable	£ 150.00
Microsoft	29/07/2021	Bacs		Monthly Subscription	£ 18.12
K Mathieson	29/07/2021	Bacs			£ 1,035.28
				Total Expenditure	£ 7,191.44

Account Start Balance	£ 56,405.04
Payments	£ 7,191.44
Receipts	£ 415.00
End Balance	£ 49,628.60

b.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/08/2021 – 31/08/2021

Receipts	Date	Ref	Our Inv	Reason	Amount
J Byers	10/08/2021		2021/1008	EROB - Cemetery	£ 200.00
HMRC	18/08/2021			VAT Rebate	£ 1,325.11
C Bradley & Sons	19/08/2021		2021/1606/4	Winsor - CR Interment	£ 150.00
C Bradley & Sons	19/08/2021		2021/1308	Brix - Interment	£ 500.00
H Blaydes	23/08/2021			Allotment Fee	£ 10.00
				Total Income	£ 2,185.11

Payments	Date	Cheque	REF/INV	Reason	Amount
P Dand	02/08/2021	Bacs	12	Waste removal at Allotments	£ 450.00
Eudaimonia	02/08/2021	Bacs	80148602	Cinema	£ 720.00
Amazon	02/08/2021	Bacs		Weed Killer	£ 26.32
Scotter Memorial	02/08/2021	Bacs	77	Muga Electric	£ 39.14
Zoom	10/08/2021	Bacs	INV101380283	Monthly Subscription	£ 14.39
Argos	17/08/2021	Bacs		Laminator Pouches	£ 9.99
Post Office	17/08/2021	Bacs		Stamps	£ 15.84
Curry's	17/08/2021	Bacs		Laminator	£ 19.99
S Smith & Co Accountants	17/08/2021	Bacs	18753	Payrole	£ 15.00
HMRC	17/08/2021	Bacs		Month 4	£ 105.52
Graham Worth	17/08/2021	Bacs		Inv 26,27	£ 720.00
Giff Gaff	27/08/2021	Bacs	1630039628535	Line Rental	£ 10.00
Staff	31/08/2021	Bacs		Inc Pension	£ 1,356.57
				Total Expenditure	£ 3,502.76

Account Start Balance	£ 49,628.60
Payments	£ 3,502.76
Receipts	£ 2,185.11
End Balance	£ 48,310.95

c.) Confirm Bank Balance and Statements seen by council as at 31/08/2021

Co-operative Bank Account No 61038985 – balance £48,310.95

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

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

d.) Payments for approval

ICO Annual Membership - £40.00

Retrospective approval, paid with clerks delegated powers

SWMPFC Muga Electric - £39.14

Retrospective approval, paid with clerks delegated powers

Amazon, Weedkiller - £26.32

Retrospective approval, paid with clerks delegated powers

Eudaimonia - £720.00

Retrospective approval, paid with clerks delegated powers

Argos, laminator pouches- £9.99

Retrospective approval, paid with clerks delegated powers

Curry's laminator - £19.99

Retrospective approval, paid with clerks delegated powers

Scotter Village Hall, Office rent to 30/09/2021 - £1020

Scotter War Memorial Playing Field, playing field hire for cinema event - £100

Travel Expenses – Clerk, Emergency planning training, Lincoln – 58 miles @ £0.45 per mile = £26.10

19 Urgent Highways or Maintenance Matters

20 Agenda next meeting – to take any items for members

21 To Confirm Date of Next Meeting – 20 September 2021

In view of the confidential nature of the business about to be transacted it is advisable in the public interest that the press and public are excluded and they are instructed to withdraw. (The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2))

Confidential Matters

22 To receive update from Lincolnshire Assurance