



# 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 **18 October 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](mailto: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 13 October 2021

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## **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      **To Approve as a true record the Full Parish Council Meeting minutes held on 21 September 2021 & Chair to sign minutes from meeting held on 19 July 2021**
- 5      **District Councillors & County 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) **Notification of late receipt of pension payment.**
  - b) **Email from Lincolnshire Police advising of their new road safety campaign 'Belt up, Hang up, Ease up'**
  - c) **Letter from Assistant Chief Constable Chris Davison following receipt of Cllr Hunters letter re: anti-social behaviour in Parsons Field**
  - d) **Letter from Scunthorpe & Gainsborough Water Management Board – To be discussed under agenda item 11. flooding update**
- 10     **Correspondence or Items for action / discussion**
  - a) **Email from Hetts Solicitors re: pursuing for loss on interest on S106 Rookery payment**
  - b) **Email from Village Hall Committee re: 2020 funding not received**
  - c) **Email from Alistair Stewart requesting to join the Flooding Working Group**
- 11     **Flooding Update**
- 12     **To review for comment planning applications received**

**Planning Application 143713**  
Planning application to erect 1no. dwelling resubmission of 143188  
Land to north east of, Granary Fold, Scotter, Gainsborough, DN21 3RH  
[WLDC Planning Application - 143713](#)

**Planning Application 143682**  
**Planning application for rear extension, side infill and internal alterations**  
**6, Barlings Close, Scotter, Gainsborough, Lincolnshire, DN21 3TE**  
[WLDC Planning Application - 143682](#)

- 13 To receive an update of Scotterthorpe Allotments
- 14 To receive an update on Parson's Field
- 15 To review website support and maintenance offer from LALC
- 16 To discuss options for the Queens Jubilee
- 17 To consider putting up a fence on the left hand side entrance of the cemetery.
- 18 To receive, review and approve the external audit report for the financial period on 2020/2021 conducted by PKF Littlejohn.
- 19 To receive and discuss half yearly budget review
- 20 Finance update and payments

a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/09/2021 – 30/09/2021

Receipts	Date	Ref	Our Inv	Reason	Amount
Waller	06/09/2021	cash		Allotment Fee, plot 13	£ 10.00
R Bailey	07/09/2021	chq	2021/1708	Purchase of EROB	£ 200.00
Hetts Solicitors	19/09/2021	bacs			£ 1,500.00
Howsafe	24/09/2021	bacs			£ 17.82
C Bradley & Sons	29/09/2021	bacs	2021/2909	CR Interment - Silver	£ 75.00
Northern Power	29/07/2021	chq			£ 5.00
Co-op Funeral Care	29/09/2021	chq	2021/0809	EROB & Full Interment - Birch	£ 450.00
				<b>Total Income</b>	<b>£ 2,257.82</b>

Payments	Date	Cheque	REF/INV	Reason	Amount
Microsoft	02/09/2021	Bacs	E0100F9TEI	Monthly Subscription	£ 18.12
Amazon	08/09/2021	Bacs		Signs	£ 15.75
Amazon	09/09/2021	Bacs		Signs	£ 24.12
Howsafe	10/09/2021	Bacs		Speedwatch Jackets	£ 17.82
Zoom	10/09/2021	Bacs	INV106604847	Monthly Subscription	£ 14.39
HMRC	13/09/2021	Bacs		Month 5	£ 105.52
G Worth	13/09/2021	Bacs	28,29 +Fuel	Hours Worked	£ 730.79
Wave	16/09/2021	Bacs		Scotterthorpe Allotments	£ 12.04
Wave	16/09/2021	Bacs		Cemetery	£ 18.02
Helping Hands	20/09/2021	Bacs	1888	Grass Cutting	£ 2,216.25
Howsafe	22/09/2021	Bacs		Speedwatch Jackets	£ 29.64
C Bradley & Sons	23/09/2021	Bacs		Refund Overpayment - Winsor	£ 150.00
Giff Gaff	27/09/2021	Bacs	1632718132271	Monthly Subscription	£ 10.00
Staff	30/09/2021	Bacs			£ 1,356.57
K Mathieson	30/09/2021	Bacs		Travel Expenses	£ 26.10
				<b>Total Expenditure</b>	<b>£ 4,745.13</b>

Account Start Balance	£ 48,310.95
Payments	£ 4,745.13
Receipts	£ 2,257.82
End Balance	£ 45,823.64

b.) Confirm Bank Balance and Statements seen by council as at 30/09/2021  
 Co-operative Bank Account No 61038985 – balance £45,823.64

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

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

c.) Payments for approval

PKF Littlejohn 2020/21 Audit Fees - £480.00

BHIB Insurance 2021 Renewal - £1827.02

Martin Lindley T/As Cutting Edge Services, notice board maintenance - £83.00

Lincoln Diocesan Trust, Parson's Field Rent from 05/10/21 to 31/06/2021 - £5.50

**21 Urgent Highways or Maintenance Matters**

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

**23 To Confirm Date of Next Meeting – 15 November 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**

**24 To receive update from Lincolnshire Assurance**