



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 **15 November 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 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 9 November 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 **To approve as a true record the Full Parish Council Meeting minutes held on 18 October 2021 and sign accordingly**
- 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 Items for noting**
 - a) Request for flooding update from resident – Clerk already responded
 - b) Letter received from Churches Together In Scotter advising they intend to hold Carols on the Green on Sunday 19th December 2021 at 7pm
- 10 **Correspondence Items for action / discussion**
 - a) WLDC Precept estimate request, to be actioned under agenda point 19
 - b) Information on Tax Investigation Fee Protection from S Smith & Co Accountants
 - c) Email received from Heritage Lincolnshire regarding local listing of Heritage Assets
 - d) Email from Scotton Parish Council re: Himalayan Balsam
- 11 **Flooding Update**
- 12 **To receive a complaint received from a resident regarding footballs in The Granary park area and discuss any actions required**
- 13 **To receive a complaint from a resident regarding cars being parked on the green area of Elizabeth Close Park and the lack of play equipment at the park, to discuss any actions required**
- 14 **To consider request from a resident for a new dog waste bin on Gainsborough Road**
- 15 **To consider request from resident to cover the cost of removal of a tree in the cemetery driveway that overshadows their property**
- 16 **To approve the costs for laying and purchase of pea gravel for the cemetery driveway**

- 17 To review website support and maintenance offer from LALC
- 18 To discuss options for the Queens Jubilee
- 19 To receive grant application for the financial year of 2022/23 and pre budget review
- 20 To review Gainsborough Road zebra crossing provisions
- 21 Finance update and payments

- a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/010/2021 – 31/10/2021

Receipts	Date	Ref	Our Inv	Reason	Amount
RJ & SE Marris	01/10/2021	Bacs		Goosemoor 6 month rental	£ 275.00
M Prosser	13/10/2021	Bacs	2021/0609	EROB	£ 200.00
WLDC	26/10/2021	Bacs		CIL Payment	£ 804.73
Total Income					£ 1,279.73

Payments	Date	Cheque	REF/INV	Reason	Amount
Microsoft	01/10/2021	Bacs		Office 365 Subscription	£ 18.12
SWMPFC	04/10/2021	Bacs	SPC04/09/21	Hire of playing field - cinema event	£ 100.00
Scotter Village Hall	05/10/2021	Bacs	Inv 47	Office rental	£ 1,020.00
Lincolnshire CC	06/10/2021	Bacs			£ 321.29
S Smith & Co Accountants	12/10/2021	Bacs	18907	Wage Role	£ 15.00
HMRC	12/10/2021	Bacs		Month 6	£ 105.52
G Worth	13/10/2021	Bacs	30,31,32	Village Person Contract	£ 740.00
E Buyer	25/10/2021	Card		Microsoft 11 Software	£ 132.97
HP.Com	25/10/2021	Card	9056724160	New Laptop	£ 999.97
Giff Gaff	27/10/2021	Bacs	1.63531E+12	Mobile Phone Contract	£ 10.00
Microsoft	29/10/2021	Bacs	E0100FY6V4	Office 365 Subscription	£ 18.12
Total Expenditure					£ 3,480.99

Account Start Balance	£ 45,823.64
Payments	£ 3,480.99
Receipts	£ 1,279.73
End Balance	£ 43,622.38

- b.) Confirm Bank Balance and Statements seen by council as at 31/10/2021
 Co-operative Bank Account No 61038985 – balance £43,622.38
 Co-operative Bank Account No 61797792 – balance £128,196.94
 Co-operative Bank Account No 61797404 – balance £5,187.14

- c.) Payments for approval
 Office rental for period of Sept to end December 21 - £255.00
 WLDC Election Fees - £591.81
 Hilltop Tree Services - £2160.00
 Cutting Edge Services - £165.00
 Clerks SLCC membership - £166.00
 SWMPFA Muga Electrics - £73.60
 Rachael Reddin, Clerk Cover - £29.00

- 22 Urgent Highways or Maintenance Matters
- 23 Agenda next meeting – to take any items for members
- 24 To Confirm Date of Next Meeting – 20 December 2021

