



# Scotter Parish Council

The Clerk for the meeting: Kyela Mathieson

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Minutes of the Full meeting of Scotter Parish Council held on 21 September 2021, held at Scotter Village Hall, Scotter.

**Parish Councillors Present: Cllr Margaret Armstrong, Cllr Alex Johns, Cllr David Ward, Cllr Kevin Watson**

**District Cllrs Present: None**

**County Cllrs Present: None – Apologies received from District Cllr Liz Clews & District Cllr Lesley Rollings**

**In attendance: Rachael Reddin – Temporary Clerk**

## **Public Participation**

One resident queried why the planning meeting did not go ahead – Council advised that due to Committee absences the meeting was not quorate, it was also relayed that virtual meetings are no longer legal for council to hold.

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Clerk opened the meeting at **7.00pm** and requested that the Council elect a Chair.

Resolution – Cllr Armstrong duly approved as chair for the meeting.

### **2109/01 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.

#### **Apologies received from**

**Cllr Rachel Hunter**

**Cllr Paul Wood**

**Cllr Colin Wotherspoon**

**Cllr John Harper**

**Cllr Bali Kalia**

**Cllr Paul Boulton**

**Resolution – Cllr apologies were duly accepted**

### **2109/02 Dispensations Council is asked to discuss any written dispensation the clerk may have received from councillors None received**

### **2109/03 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 received**

### **2109/04 Approval as a true record the Full Parish Council Meeting minutes held on 19 July 2021 Resolution – The minutes were duly accepted**

### **2109/05 District Councillors Report – To receive an update on outstanding matters District Cllr Rollings was due to attend the meeting but was unable to attend when the meeting date was changed and sent her apologies**

Responses from County Councillor Perraton-Williams were shared on the matters of road repairs on The Green, Zebra Crossings on Gainsborough Road and uneven surfaces on Butterwick Road.

**Resolution – Clerk updated Council of the District Councillors update and the report was duly accepted. Cllr Armstrong stated that Butterwick Road is within the LCC remit and suggested that this be further explored**

**2109/06** Chairs Report

**Resolution – To defer this item due to Cllr Harper not being in attendance**

**2109/07** Clerks Report and update on matters from the last meeting

Following PFC taking over the park, they contacted me about the bins, I have confirmed the village person will continue to empty the bins.

The rubbish has now been cleared from Scotterthorpe Allotments however by the time it was cleared there was more to take away also a heap of plastic window frames, therefore the cost was more than expected. £450 instead of £320.

Hilltop Services have been advised to go ahead with the tree work that is to be carried out in the cemetery and just awaiting confirmation of a date from them. As previously discussed the cemetery will need to be closed whilst the work is taking place. Expected to be 3 days.

The pothole at Scotterthorpe road at the turn off to Laughton has been reported and assessed. Work is scheduled.

**Resolution – Temporary Clerk presented the report submitted by the Clerk. The Clerk's report was duly approved**

**2109/08** Sub Groups, Community Clubs and Associations Items for Update or Discussion

- a) Village Hall – **No updates discussed**
- b) Scotter Forward – **Cllr Ward updated that all commitments for this year have been completed, a report on the garage sale income was shared at their recent meeting**
- c) Speed Watch –  
**Meeting closed at 7.12pm to allow B Gilchrist to update on Speed Watch**  
**B Gilchrist presented figures from the SID report and confirmed that these reports would be emailed to the Clerk**  
**Cllr Armstrong re-opened the meeting at 7.21pm**
- d) Sports Clubs – **No updates discussed**
- e) Eau Centre and Scotter Library – **No updates discussed**
- f) Playing Fields Committee – **No updates discussed**

**2109/09** 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

**Resolution – all items were duly noted**

**2109/10** Correspondence or Items for action / discussion

- a) Telephone contact, concerns raised by resident regarding parking on Church Lane.

**Resolution – To receive an update at the next meeting in respect of EAU centre signage and yellow lines.**

- b) Email from resident asking if the Parish Council would consider putting up a fence between the cemetery and 104 High Street.

**Resolution – item to be deferred to next meeting to allow for Council to conduct site visit and undertake further boundary investigation.**

- c) Email from Paul Howitt-Cowan re Kirton Household Waste Site

Interim Clerk updated that Cllr Rolling had previously provided an update to council on the West Lindsey/LCC and North Lincolnshire HRC site expired agreement.

**Resolution –To request that Cllr Rollings provide an update at the next meeting to see if there is any progress with renewing the agreement between NLC and LCC.**

**2109/11** Flooding Update

**Resolution – Item deferred until the next meeting**

**7.20pm – Cllr Armstrong closed the meeting to allow a member of the public to address Council**

**7.21pm – Cllr Armstrong re-opened the meeting**

**2109/12** Review of recent planning comments made by Scotter Parish Council Planning Committee

Cllr Armstrong updated Council on the recent planning updates

**Resolution – Planning items duly approved**

**2109/13** To receive and update of Scotterthorpe Allotments

**7.37pm - Cllr Armstrong closed the meeting to allow a member of the public to address Council**

**7.38pm - Cllr Armstrong re-opened the meeting**

Cllr Johns suggested that we consider looking at any plans / deeds / local knowledge to ascertain the location.

**Resolution – Proposal to consider surveyor / plumber whoever is best suited to look at the pipelines and Village person will also have a look for the third tap.**

**2109/14** To review Open Air Cinema Event

**Resolution – update received and accepted – Council commented that it was a very good and successful event**

**2109/15** To review website support and maintenance offer from LALC

**Resolution - Item deferred until the next meeting**

**2109/16** To discuss the offer received from Co-op to provide a community notice board

**Resolution – Item was duly Approved**

**2109/17** To discuss and resolve financial responsibility for the MUGA at the playing field

**Resolution- Clerk / Chairman to advise on resolution at next meeting over responsibility**

**2109/18** 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

**Resolution – the accounts for payment were duly approved and signed**

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

**Resolution – the accounts for payment were duly approved and signed**

- 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

**Resolution – The bank account statements and balances were duly approved and circulated and seen as a true record**

- 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

**Resolution – the payments were duly approved**

**2109/19 Urgent Highways or Maintenance Matters**

Zebra Crossing – especially with School children (lollypop patrol), signs for patrol crossing Hobb Lane request to possibly turn on in morning and afternoon

Potholes at Kirton Road Bridge

Glebe Farm Gateways – Susworth road -deep pothole.

Susworth Footpath – Trent bank – patches of clover growing over the footpath – Enviro Agency responsibility

**2109/20** Agenda next meeting – to take any items for members

Update on Parsons Field Signage

**2109/21** To Confirm Date of Next Meeting – 18 October 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**

**2109/22** To receive update from Lincolnshire Assurance

**Resolution – Item deferred until the next meeting**

**The meeting was duly closed by Cllr Armstrong at 7.58pm**