



# Scotter Parish Council

The Clerk for the meeting: Kyela Mathieson

First Floor – Scotter Village Hall, Scotton Road, Scotter,  
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Minutes of the Full meeting of Scotter Parish Council held on 19 July 2021, held at Scotter Village Hall, Scotter.

**Parish Councillors Present:** Cllr John Harper, Cllr Colin Wotherspoon, Cllr Margaret Armstrong, Cllr Paul Wood, Cllr Rachel Hunter, Cllr Kevin Watson, Cllr Alex Johns, Cllr David Ward,

**District Cllrs Present:** None

**County Cllrs Present:** None

**In attendance:** Kyela Mathieson – Clerk, 4 members of public

## Public Participation

Member of the public advised council he would like to take his dog to the allotments within the cemetery.  
Member of the public advised council of the plans for the new football pavilion and pre-school building, requested consideration for funding under agenda point 12

Cllr Harper opened the meeting at **7.19pm**

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- 2107/01** 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 Kalia – Accepted**  
**Cllr Boulton - Accepted**  
**District Cllr Liz Clews & District Cllr Lesley Rollings – Accepted**
- 2107/02** Dispensations Council is asked to discuss any written dispensation the clerk may have received from councillors  
**None received**
- 2107/03** 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**
- 2107/04** To Approve the Full Parish Council Meeting minutes held on 21 June 2021  
**Approved and signed as a true record**  
**Proposed Cllr Watson, 2<sup>nd</sup> Cllr Harper – All agreed**
- 2117/05** District Councillors Report  
None
- 2107/06** Chairs Report  
Nothing to report at this time
- 2107/07** Clerks Report

Clay Lane - The resident who caused damage to Clay Lane has been in touch and apologised. He has agreed he will lay new top soil to level the area and grass seed over the top.

**Contact resident and ask for time scales of when the work is to be carries out, preferably within 14 days.**

**Proposed Cllr Wood, 2<sup>nd</sup> Cllr Harper – All agreed**

Cemetery - The work in the cemetery to make more burial space is now complete. The driveway needs new pea gravel laying at a cost of £51 inc VAT per bag, 7 bags needed in total however this should wait until the tree work has been carried out. All trees in the cemetery have been assessed and a plan agreed between the clerk and the contractor of the actions required. We are awaiting the quote but have been advised it will take 3 days, the cemetery will need to be closed whilst the work is being done and we expect it to take place at some point in the 1st 2 weeks of September.

Duck Race – Unfortunately, our insurers would not provide cover as the event is outside the scope of council business.

Snow Berry Bush, Riverside – The bush has been assessed and a quote for £200 has been provided for it to be cleared.

**Quote approved**

**Proposed Cllr Ward, 2<sup>nd</sup> Cllr Watson – All agreed**

Notice Board - quote provided for the notice board outside the village hall to be sanded and re-stained for £45 inc materials.

**Quote approved**

**Proposed Cllr Wotherspoon, 2<sup>nd</sup> Cllr Wood – All agreed**

Hybrid Meetings – Cllr Johns has investigated the different options available but there are many different options. He will get some costings for the next meeting and to be added as an agenda item for full discussion.

VAT Claim – Prepared and will be submitted in the next couple of weeks.

CILCA Training – There is a free introduction day held by LALC on 22<sup>nd</sup> September, Clerk to attend

Bins – Requirement for more bins at Riverside has been addressed with WLDC they are monitoring and if need for a new bin is found they will add one.

#### **2107/08** Sub Groups, Community Clubs and Associations Items for Update or Discussion

- a) Village Hall - None
- b) Scotter Forward – Cllr Ward attended Scotter Forward's meeting, very organised and lots of fundraising events either on the go or being prepared.
- c) Speed Watch – They are trying to link up with National Police Chiefs Council who have launched #slowdownsaveslives initiative to get more police officers out and about. SID had been on all major roads. The group have been out with the gun, 68 offenders have been reported out of 3410 cars checked. The highest speed was 51mph in 30mph zone.
- d) Sports Clubs - None
- e) Eau Centre and Scotter Library – None

#### **2107/09** 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

**Noted**

#### **2107/10** Correspondence or Items for action / discussion

- a) Email from resident requesting permission to hold a hand fasting ceremony on riverside. Happy for them to go ahead.  
**Proposed Cllr Harper, 2<sup>nd</sup> Cllr Wood – All agreed**
- b) Email from Beverley Oliver, due to issues with anti social behaviour she will be closing forest school in Parson's Field.

**Cllr Hunter to follow up with the police in writing to ask if they have a plan for dealing with the recent antisocial behaviour**

**Proposed Cllr Hunter, 2<sup>nd</sup> Cllr Wotherspoon – All agreed**

- c) Letter received from resident regarding dogs not being allowed at the cemetery.

**No dogs to be allowed in the cemetery except for access to the allotment. Well behaved dogs allowed in the allotments but must be kept on a lead at all times. To be amended in the tenancy agreement.**

**Proposed Cllr Wood, 2<sup>nd</sup> Cllr Armstrong – All agreed**

- d) Email from resident of Revill Close regarding cemetery trees.

The cemetery trees have already been assessed and the matter is in hand.

- 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.

The area on the map in the neighbourhood plan has been marked incorrectly. The area in question is privately owned.

**Clerk to refer resident to WLDC Planning department where they can check for historical or current planning applications.**

**Proposed Cllr Wotherspoon, 2<sup>nd</sup> Cllr Harper – All agreed**

- f) Email from Scotton Parish Council requesting information on how we set up our Speed watch campaign. Speed watch have contacted Scotton and offered advice.

- g) Email from Central Lincolnshire Local Plan Team, invite to review and submit comments.

**To be referred to the planning committee to respond**

**Proposed Cllr Harper, 2<sup>nd</sup> Cllr Wotherspoon – All agreed**

- h) Email from resident regarding lack of signage at the Zebra Crossings on Gainsborough Road. Council agree that the zebra's are not adhered to and many near misses have been witnessed.

**Clerk to contact District Councillor Perraton-Williams better signage is needed as a priority but request consideration for the zebra crossings to be changed to pelican crossings with traffic lights.**

**Proposed Cllr Johns, 2<sup>nd</sup> Cllr Wotherspoon – All agreed**

#### **2107/11 Flooding Update**

Cllr Wood has had a meeting with Carl Wharmby from the Environment Agency. He advised that riparian owners could do work on their section of the river with a permit from the EA. This is something we could move forward with as riparian owners of Riverside. There is a multi agency meeting planned for next week so will update after the meeting.

#### **2107/12 To discuss and plan a strategy for earmarking the Parish Councils savings funds**

**£100,000 to be kept in the savings account for flood prevention, £28,177.05 to be kept in savings account for S106 The Rookery play area.**

**£5,186.31 to remain in separate savings account for emergency running cost.**

**Proposed Cllr Harper, 2<sup>nd</sup> Cllr Johns – All agreed**

#### **2107/13 To receive an update on the Open Air Cinema Event**

Date confirmed as 4<sup>th</sup> September 2021, Village hall booked at a cost of £50, Playing field booked at a cost of £100, Cinema booked at a cost of £600+VAT. Film to be shown, The Greatest Showman sing-a-long version. Parish Council Insurers have confirmed the event is covered. Councillors will be required to attend if possible for marshalling and tidy up. First Aid will be available with one of the cinema operators who is fully trained. Cemetery dustbins can be used for excess litter. This will be a free event without tickets. Making any charge for attending will cause VAT issues as we are not registered. Martin Ely is liaising with community groups to

give them the opportunity to fundraise at the event. The event will be advertised as a Parish Council event for residents and residents will be encouraged to walk to help with parking.

**2107/14** To elect a Personnel Committee

**Cllr Hunter, Cllr Armstrong and Cllr Johns volunteered and were elected**

**All agreed**

**2107/15** To review and adopt the following policies

- a) Parish Council Equal Opportunities Policy
- b) Disciplinary Policy
- c) Grievance Policy

**All the above policies agreed and adopted**

**Proposed Cllr Harper, 2<sup>nd</sup> Cllr Wotherspoon – All agreed**

**2107/16** 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
				<b>Total Income</b>	<b>£ 1,296.20</b>

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
				<b>Total Expenditure</b>	<b>£ 5,640.68</b>	

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

**Approved Cllr Wotherspoon, 2<sup>nd</sup> Cllr Harper – All agreed**

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

**Approved Cllr Wotherspoon, 2<sup>nd</sup> Cllr Armstrong– All agreed**

**2107/17** Urgent Highways or Maintenance Matters

The green down to White Swan has been completed however it hasn't been sealed.

**Clerk to contact highways/County Councillor to address**

**2107/18** Agenda next meeting – to take any items for members

Hybrid Meetings

**2107/19 To Confirm Date of Next Meeting – 20 September 2021**

**Meeting closed 9.35pm**