



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 June 2021, held at Eau Community Centre, Scotter.

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

District Cllrs Present: Cllr Mandy Snee

In attendance: Kyela Mathieson – Clerk, 6 members of public

Public Participation

Members of the public raised issues of bins at Riverside and grass verge cutting.

Cllr Harper opened the meeting at **7.07pm**

2106/01 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

District Cllr Liz Clews & District Cllr Lesley Rollings – Accepted

2106/02 Dispensations Council is asked to discuss any written dispensation the clerk may have received from councillors **None received**

2106/03 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**

2106/04 To Approve the Full Parish Council Meeting minutes held on 17 May 2021 **Approved and signed as a true record** **Proposed Cllr Watson, 2nd Cllr Armstrong – All agreed**

2116/05 District Councillors Report District Cllr Snee advised that they are now back to meeting face to face. Cllr Rollings has continued with meetings regarding flooding and the Environment Agency have agreed to consider the suggestions made regarding improvements downstream. WLDC have applied for the levelling up fund in the hope that if successful they will be able to improve cycle paths between the villages.

2106/06 Chairs Report Nothing to report at this time.

2106/07 Clerks Report Dog Waste bin has been requested for Gainsborough Road and is getting assessed by WLDC.

Update given on Southcliffe Road continuing dispute over access via parish council land, assurances have been given by the landowner that this will not happen again.

Advised an issue had occurred on Clay Lane where a resident had used Clay Lane for access to the rear of their property for renovation work. This had caused damage to a public right of way which does not have access for vehicles. A letter was sent to the resident to advise this is not an access route and asked to correct the damage. With emergency powers clerk approved that the fence that had been taken down be reinstalled to prevent further damage which as yet has not been actioned.

Write to the resident asking for the area to be returned to its original state before the damage occurred, give 14 day deadline, if no action is taken the council will rectify the area and bill the resident.

Proposed Cllr Boulton, 2nd Cllr Wood – All agreed

2106/08 Sub Groups, Community Clubs and Associations Items for Update or Discussion

- a) Village Hall - None
- b) Scotter Forward – meeting scheduled for 23/06/2021
- c) Speed Watch – Training complete and now out on the roads with the speed gun. Weather dependant but they aim to be out 2 or 3 times a week. It is having the desired effect, traffic is slowing.

Requested purchase of 2 more high vis jackets at a cost of £29.64.

Approved Cllr Wood, 2nd Cllr Wotherspoon

- d) Sports Clubs - None
- e) Eau Centre and Scotter Library – All back open and have new volunteers
- f) Playing Fields Committee – Clerk had a discussion with the chair of SWMPFC and they are going to discuss if they need a representative from the parish council or if communication can be facilitated by the clerk.

2106/09 Flooding Update

Cllr Wood advised there is a meeting scheduled for 23/06/2021. Quotes have been received for dredging between the 2 bridges with approximate cost of £15,000 but this does not include Lindholme. Cllr Wood had an onsite meeting with Severn Trent to discuss the location of pipes.

Write to Seven Trent and ask written confirmation of the location of all service pipes in the river.

Proposed Cllr Boulton, 2nd Cllr Wood – All agreed

Cllr Wood advised of an urgent issue of the river bank eroding and causing a dangerous drop.

Clerk to arrange for a fence to be put up to make the bank safe.

Proposed Cllr Boulton, 2nd Cllr Wotherspoon – All agreed

Clerk advised the sewerage drain that overflowed by the river had been reported on fix my street and they had replied advising that the drain had received maintenance in the last year and was working and therefore no further action is required and in times of extreme weather this may occur.

Contact County Councillor and ask if this is acceptable.

Proposed Cllr Wotherspoon, 2nd Cllr Harper – All agreed

2106/10 To discuss and plan and strategy for earmarking the Parish Councils savings funds

Defer to next meeting to allow an update from the inter agency flooding meeting.

Proposed Cllr Harper, 2nd Cllr Wood – All agreed

2106/11 To consider options for waste removal at Scotterthorpe Allotments and approve purchase water tap and combination lock

Proceed with quote of £300 to get the waste removed but license is to be checked first and get receipt, purchase of lock and water tap approved.

Proposed Cllr Boulton, 2nd Cllr Wotherspoon – All agreed

2106/12 To discuss plans for a Parish Council community event

Proceed with the open cinema idea, clerk to get as much information and preparation done as possible before the next meeting

Proposed Cllr Harper, 2nd Cllr Watson – All agreed

2106/13 To discuss maintenance for cemetery trees

Council discussed the requirement for the trees and the lack of maintenance they have received.

Clerk to arrange for any work necessary to be carried out on the trees in the cemetery that are the responsibility of the parish council to bring them back to a reasonable height and rectify any issues they may be causing. Contact WLDC planning before any work is carried out to check for tree preservation orders.

Proposed Cllr Wotherspoon, 2nd Cllr Harper – All agreed

2106/14 Review the internal audit report and approve action plan

Report reviewed and an action plan with deadline dates agreed

2106/15 Finance update and payments

a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/05/2021 – 31/05/2021

Receipts	Date	Ref	Our Inv	Reason	Amount
Allotments	07/05/2021			Lawson, Worth, Simmonite	£ 40.00
Northern Power	12/05/2021			Wayleave	£ 34.60
Allotments	12/05/2021			Brown, Gilchrist, Wilkes, Shipman	£ 50.00
Sam Jacob Memorials	26/05/2021			Memorial Permit	£ 80.00
				Total Income	£ 204.60

Payments	Date	Cheque	REF/INV	Reason	Amount
Microsoft	04/05/2021			Monthly subscription	£ 18.12
S Smith & Co Accountant	05/05/2021		18114/18048	Payroll & P60	£ 30.00
Zoom License	10/05/2021			Monthly subscription Inv85059548	£ 14.39
Wave	14/05/2021		8611901	Water	£ 6.14
Nest	14/05/2021			Pension Contributions	£ 64.00
West Lindsey	18/05/2021		6005020640	Non Domestic Rates - Cemetery	£ 186.58
SWMPFA	20/05/2021		66	Muga Electric	£ 15.44
S Smith & Co Accountant	20/05/2021		18322	Payroll Inv	£ 15.00
LALC	20/05/2021			Training Course Burials	£ 54.00
G Worth	20/05/2021		19		£ 540.00
Wave	20/05/2021		8611901	Water, duplicate payment, account credited	£ 6.14
Helping Hands	21/05/2021		1853	Grass Cutting	£ 900.00
HMRC	24/05/2021			Month 1	£ 249.83
Giff Gaff	27/05/2021			Line Rental	£ 10.00
K Mathieson	28/05/2021			Wages	£ 1,244.12
				Total Expenditure	£ 3,353.76

Account Start Balance	£ 63,898.68
Payments	£ 3,353.76
Receipts	£ 204.60
End Balance	£ 60,749.52

b.) Confirm Bank Balance and Statements seen by council as at 31/05/2021

Co-operative Bank Account No 61038985 – balance £60,749.52

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

Co-operative Bank Account No 61797404 – balance £5,185.52

Approved Cllr Wotherspoon, 2nd Cllr Armstrong – All agreed

c.) Payments for approval

DDM invoices for Constable tender and lease = £390

Cutting Edge invoice for clearing Constable Land = £450

Clerk Expenses, Plants = £40

Approved Cllr Watson, 2nd Cllr Wood – All agreed

2106/16 Correspondence or Items for noting

Noted

2106/17 Correspondence or Items for action / discussion

a) Email received from Scotter Forward. Permission requested to hold the annual duck race and request to see if the parish council will include the event on their insurance.

Permission be granted for the duck race on Riverside, Clerk to email insurance response through to all councillors when received for consideration and approval.

Proposed Cllr Watson, 2nd Cllr Harper – All agreed

b) Offer from Pete Langford to maintain parish council websites via LALC

Following discussion agreed to appoint Pete Langford to maintain the parish council website, terms to be agreed once received from LALC.

Proposed Cllr Wotherspoon, 2nd Cllr Ward – All agreed

c) Email from resident regarding snowberry bush on corner of Kirton Road and Riverside.

Instruct Martin Lindley to trim the snowberry bush and remove all areas that are encroaching on the river bank.

Proposed Cllr Wood, 2nd Cllr Johns – All agreed

d) Request from grass cutting contractor to address hedging on Gainsborough Road.

Clerk to report the trees and hedges on Fix My Street

Proposed Cllr Harper, 2nd Cllr Boulton - All agreed

2106/18 Urgent Highways or Maintenance Matters

None

2106/19 Agenda next meeting – to take any items for members

None

2106/20 To Confirm Date of Next Meeting – 19 July 2021

Confidential Matters

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))

2106/21 To review Clerks Hours and approve Cilca.

Clerks hours to be reduced to 20 hours per week, to be reviewed again in September. Approve clerk to start Cilca qualification

Proposed

Cllr Boulton, 2nd Cllr Wood – All agreed

Meeting closed 9.14pm