



Scotter Parish Council

The Clerk for the meeting: Kyela Mathieson

First Floor – Scotter Village Hall, Scotton Road, Scotter,
DN21 3SA
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Minutes of the Annual Parish Council meeting and May monthly meeting of Scotter Parish Council held on 17th May 2021 in Eau Community Centre.

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

County & District Cllrs Present: District Cllr Lesley Rollins, District Cllr Mandy Snee

In attendance: Kyela Mathieson – Clerk, 8 members of public

Public Participation

Cllr Harper opened the annual parish council meeting at **7.00pm**

2105/01 Election of the Chairperson for the year commencing May 2021
Cllr Jon Harper
Proposed Cllr Watson, 2nd Cllr Wood – All agreed

2105/02 Election of the Vice Chair for the year commencing May 2021
Cllr Margaret Armstrong
Proposed Cllr Wood, 2nd Cllr Kaila – All agreed

2105/03 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 Wotherspoon – Accepted
District Cllr Liz Clews – Accepted
County Cllr Clio Perraton-Williams - Accepted

2105/04 Dispensations Council is asked to discuss any written dispensation the clerk may have received from councillors
None received

2105/05 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

2105/06 Appointments to Parish Council

Following discussion the following councillors were appointed to the following groups

- a) Flooding Working Group – Cllr Wood, Cllr Kaila, Cllr Boulton, Cllr Wotherspoon, Cllr Johns, Cllr Harper
- b) Planning Committee – Cllr Wotherspoon, Cllr Boulton, Cllr Harper, Cllr Watson, Cllr Ward
- c) Community Emergency and Emergency Plan Working Group – Brian Gilchrist, Cllr Harper, Cllr Armstrong
- d) Play Area Inspections – Village Person & Clerk
- e) Parson Field Inspection – Cllr Wood, Cllr Hunter

f) Speed Watch Working Group – Brian Gilchrist, Cllr Ward, Cllr Boulton

2105/07 Appointments to Outside Bodies

Following discussion the following councillors were appointed to the following groups

- a) Village Hall – Cllr Kaila
- b) Scotter War Memorial & Playing Fields Committee – Cllr Johns
- c) Scotter Forward – Cllr Ward
- d) Eau Centre – Cllr Harper
- e) Sporting Groups – Cllr Johns
- f) Neighbourhood Watch – Cllr Hunter

2105/08 Annual Financial Review

As Standing Orders and Financial Regulation have been reviewed in the last 3 months they will be considered current and not requiring a review.

- a) Review Asset register - agreed
- b) Agree pre-approved payments list - agreed, approved and signed by chair
- c) Confirm approved cheque signatories – Clerk confirmed the 3 current cheque signatories and cheque require 2 out of 3 signatures

2105/09 To approve meeting dates for the forthcoming year

Stay as 3rd Monday of the month at 7pm

Cllr Johns to look into equipment for hybrid meetings

Meeting Closed 7.35 pm

May Monthly Meeting Agenda

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](#)

8 public

Resident spoke about planning application 142767

Meeting Opened – **7.39pm**

2105/10 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 Act1972, members present must decide whether the reason(s) for a member's absence are accepted.

Apologies received from

Cllr Wotherspoon – Accepted

District Cllr Liz Clews – Accepted

County Cllr Clio Perraton-Williams – Accepted

2105/11 Dispensations Council is asked to discuss any written dispensation the clerk may have received from councillors

None received

2105/12 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

2105/13 To Approve of Full Parish Council Meeting minutes held on 19th April 2021

Approve

Proposed Cllr Harper, 2nd Cllr Kaila – All agreed

Email received from County Cllr Perraton-Williams read out.

Cllr Rollings commended the parish council for the work they have done over the last 12 months. All of the district councillors want to support the village and all the community and sporting groups. She has recently been making flooding her priority and will continue to do so. They have made progress and West Lindsey District Council and Scunthorpe & Gainsborough Water Management Board are now on board, these bodies are able to be more reactive than the EA and the hope is that the river can be down graded and managed by these bodies instead of the EA. It's a difficult process and will take time but the flooding issue is affecting the economy of Scotter and needs prioritising.

Both District Councillors reiterated their intention to support Scotter, The sporting clubs lack support from WLDC, if they can help bridge the gap please get in touch with them for support and they would be happy to attend any community group meetings.

2105/15 Chairs report

Chair thanked District Cllr Rollings and District Cllr Snee for their support over the last year.

Chair invited Brian Gilchrist to give an update on speed watch.

Brian confirmed there are only 4 or 5 sites left to go with the SID sign and then the whole village will have been covered. Brian welcome Cllr Ward's help, with analysing the statistics. 8 volunteers are confirmed for training all the equipment is ready and he is hoping to have all the training complete by 1st week in June. All the mobile sites have been approved.

2105/16 Clerks report

Clerk advised she has completed cemetery training and planning training from WLDC. The internal Audit has been completed and AGAR prepared.

2105/17 To Receive Planning for Noting

- a) Planning Application 142582 – Land rear of The Rookery, 5no new bungalows
Decision - Planning refused
[West Lindsey Planning Application 142582 - Decision](#)
Noted

2105/18 To Receive Planning for Consideration and Comment

All the below planning were discussed and the following decisions recorded

- a) Planning Application 142786 – 4 Bellbutts View, Scotter, DN21 3UX
Erect building at rear for storage of vehicle
[West Lindsey New Planning Application - 142786](#)
Parish council to submit - No Comment
- b) Planning Application 142845 - 8 Riverside, Scotter, DN21 3UG
Demolish existing garage and erect new with area above for storage
[West Lindsey New Planning Application - 142845](#)
Parish Council to submit - Requirement for 1st Floor Windows to be opaque.
- c) Planning Application 142833 – 7 Lindholme, Scotter, DN21 3UR
First floor extension including balcony and other alterations and erect summer house
[West Lindsey New Planning Application - 142833](#)
Parish Council to submit - No Comment
- d) Planning Application 142762 – Land rear 53 & 55 Gainsborough Road, Scotter, DN21 3RU
Proposed new access

[West Lindsey New Planning Application - 142762](#)

Parish Council were unable to access the application in the meeting due to wifi issues. As many councillors had questions regarding boundaries and access for large vehicles it was agreed to meet at South Cliffe Road on Tuesday and submit a response following the meeting.

- e) Planning Application 142773 – 2 Edgar Close, Scotter, DN21 3HD
Remove conservatory and erect single storey extension
[West Lindsey New Planning Application - 142773](#)
Councillors asked to send comment through to the clerk when they have internet access. If no comments are received no comment will be submitted.
- f) Planning Application 142948 – 5 Colins Walk, Scotter, DN21 3SR
Erect rear conservatory and raised terrace
[West Lindsey New Planning Application - 142948](#)
Parish Council to submit - No Comment
- g) Reserved Matters Application 142961 – Land Adj to 15 Gainsborough Road, Scotter, DN21 3RL
reserved matters to erect 1no. dwelling, considering access, appearance, landscaping, layout and scale, following outline permission 138286 granted 17 October 2018.
[West Lindsey Reserved Matters Application - 142961](#)
Parish Council to submit - No comment, Parish Council Planning committee to review

2105/19 To discuss future plans for Parson's Field and consider the options of renewing the lease and/or making a purchase bid.

A discussion took place considering the option of not renewing the lease or buying, renewing the lease or putting in a bid to buy.

Put in a bid for the purchase the land for £1000

Proposed Cllr Johns, 2nd Cllr Boulton – All agreed

2105/20 To Receive Correspondence for Noting and/or Action

- a) Letter from Hetts Solicitors, New lease agreement with Northern Power Grid, sub station site at Scotter Cemetery received which requires signing by the chair and clerk with an independent witness. This has already been actioned and returned.
Noted
- b) HMRC Valuation Office – Request for information – Scotter Cemetery
Form to complete and return with in 56 days of receipt.
Clerk to action
- c) Email regarding Lincolnshire Environment Awards – previously circulated to council for information purposes.
Noted
- d) Email from Beverley Oliver regarding anti-social behaviour during forest school in Parson Field – previously circulated to council for information purposes.
Clerk to contact the PCSO to open communications regarding the anti social behaviour in Parson's Field
Proposed Cllr Harper, 2nd Cllr Ward
- e) Email from Scotter Primary School regarding overhanging trees in Parson's Field
Clerk to contact school and advise ok to trim the trees
Proposed Cllr Wood, 2nd Cllr Harper
- f) Email from Richard Gravestock requesting purchase of land at the The Rookery
No parish council land to be sold.
Proposed Cllr Johns, 2nd Cllr Boulton - All agreed
- g) Request from Jane Huddleston to provide a bench at Riverside.
Clerk to ask for the resident to source a bench first and liaise with the clerk.

2105/21 To receive an update on flooding matters

Cllr Wood advised still battling on and hoping to pursue the avenue of working together with WLDC and Scunthorpe and Gainsborough Water Management Board. As riparian owners of Riverside and Lindholme is there anything the Parish Council can action?

**Parish Council to get costings for works to be carried out on Riverside
Proposed Cllr Harper, 2nd Cllr Wood – All agreed**

2105/22 To open sealed bids for the rental of Constable Land and approve the successful bid.

5 bids received. All bid amounts were read out, the highest bid was considered and read in full. Proceed with the highest bid on the condition that agreement can be reached about the proposed temporary structure.

Proposed Cllr Wood, 2nd Cllr Boulton – All agreed

2105/23 a) To review and approve the Annual Internal Audit Report for 2020/21

End of year accounts reviewed and approved, Audit reviewed and approved, Payment to Internal Auditor Brian Brooks approved.

Proposed Cllr Harper, 2nd Cllr Wood – All agreed

b) To complete and sign Section 1 of the Annual Governance Statement

Section 1 read out and council's answers recorded. Signed by Chair in presence of full council

d) To review, agree and sign Section 2 of the Annual Governance Statement

Section 2 reviewed and agreed. Signed by Chair in presence of full council

2105/24 Finance update and payments

a.) To confirm Receipts and payments up to 30/04/2021

Receipts	Date	Ref	Our Inv	Reason	Amount
Allotment Fee	16/04/2021			Various	£ 70.00
Allotment Fee	20/04/2021			Various	£ 80.00
Allotment Fee	20/04/2021			Barsby	£ 20.00
Allotment Fee	20/04/2021			Lywood	£ 10.00
C Bradley & Sons	22/04/2021		2021-2104	Traviss	£ 350.00
Samuel Jacobs Memorial	22/04/2021			Memorial Fee Fillingham & Colleran	£ 160.00
Allotment Fee	27/04/2021			Evans	£ 10.00
Allotment Fee	28/04/2021			Hinch	£ 10.00
				Total Income	£ 710.00

Payments	Date	Cheque	REF/INV	Reason	Amount	VAT / PAYE
G Worth	21/04/2021	z	16,17,18		£ 760.34	
HMRC	22/04/2021	z		Month 11	£ 228.32	
Helping Hand	22/04/2021	z	1848	Verge Cutting	£ 956.00	
Scun Water Man Board	22/04/2021	z	28-0245-1	Annual Drainage Fee	£ 6.82	
LALC	22/04/2021	z	11206, 11448	Annual Membership and training package	£ 783.40	£ 28.00
HMRC	22/04/2021	z		Month 12	£ 252.32	z
Scotter Bowls Club	22/04/2021	z		Approved Grant	£ 1,000.00	
Giff Gaff	27/04/2021	z	1619502452351	Monthly subscription	£ 10.00	£ 1.66
Scotter Pre School	28/04/2021			Grant	£ 570.00	
Eau Community Centre	28/04/2021			Grant	£ 1,000.00	
K Mathieson	29/04/2021			Wages	£ 1,244.12	
				Total Expenditure	£ 6,811.32	

b.) Confirm Bank Balance and bank reconciliation to the bank statements seen by council

Co-operative Bank Account No 61038985 – balance £63,898.68

Co-operative Bank Account No 61797792 – balance £128117.05
Co-operative Bank Account No 61797404 – balance £5,185.52

Approved

Proposed Cllr Harper, 2nd Cllr Wood – All agreed

c.) Payments to approve

Brian Gilchrist Expenses, £13.70

Paul Wood Expenses, £4.80

Purchase of flowers for planters within budget parameters

Perspex and paint for cemetery notice board, £30.00

Lalc Training invoice – Clerk Burials Training, £54.00

SWMPFC, Muga Electric, £15.44

Approved

Propose Cllr Harper, 2nd Cllr Armstrong – All agreed

2105/25 Urgent matters not appearing elsewhere on the agenda

Cllr Harper requested that the photo's and videos from the recent flash flooding be forwarded to County Cllr Perraton-Williams

Cllr Wood advised that the quotes for the farmer to cut the hedges at Constable Field is for £300, the tillage and grass seed required will cost £100 and 2 hours to spread. £430 in total needs approving.

Approve

Propose Cllr Harper, 2nd Cllr Boulton – All agreed

2105/26 Agenda next meeting – to take any items from members

Earmark parish council savings

2105/27 To Confirm Date of Next Meeting – 21st June 2021 at 7pm

9.34 Close