



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 **20 December 2021** at **7.00pm** at Scotter Village Hall. The meeting will consider the items set out below.

You are required to wear a mask at all times whilst attending the meeting.

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 15 December 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 15 November 2021 and sign accordingly**
- 5** **District Councillors & County Councillors Report**
- 7** **Clerks Report and update on previous matters – As attached and published.**
- 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** **Publication and Correspondence Items for noting**
 - a) Weekly Lalc newsletters – forwarded to all members by email when received
 - b) Clerk Magazine – December & January 2022 issues, retained in the Clerks office for anyone wanted to read or borrow.
 - c) Email from Nev Brown, WLDC advice for new members on how to use a Neighbourhood Plan – Circulated 01/12/21
 - d) Email – Adrian Selby chair of West Lindsey Safety Advisory Group advising they are able to offer strategic advice when organising any local events. Email shared with Scotter Forward.
- 10** **Correspondence Items for action / discussion**
 - a) Email – LCC Highways, requesting confirmation we wish to continue to be included in the Parish Agreement for grass cutting and advises that due to a new mapping system they have found they have previously under paid their contributions by £255.39
 - b) Email - LCC Highways, Parish Agreement Grass Cutting contribution 2021/22 purchase order in the sum of £1600.94
 - c) Letter – Eau Center response from previous meetings discussion on parking.
 - d) Email – NHS Lincolnshire Public Consultation
- 11** **Flooding Update**
 - a) Email from Carl Warmby, Environment Agency, 07/12/21 advising of flood protocols
 - b) Email from Jade Harrison, Environment Agency, 09/12/21 update on planned and scheduled works for River Eau
- 12** **Review the quotations received and appoint the grass cutting contractor for the next 2 years**
- 13** **To appoint the internal auditor for the end of financial year 2021/22**

14 To review for comment the following planning applications received from WLDC

a) Planning Application 142973 - Land off, Astley Crescent, Scotter, Gainsborough, DN21 3SL
 Planning application for 2no. dwellings with associated detached garages being variation of condition 5 of planning permission 140625 granted 14 April 2020 - Amended drawings

[WLDC Planning Application 142973](#)

b) Planning Application 143996 - 9, Kirton Road, Scotter, Gainsborough, Lincolnshire, DN21 3SW
 Planning application for single storey side and rear extension being variation of condition 2 of planning permission 142763 granted 19 May 2021 - amend roof to flat roof.

[WLDC Planning Application 143996](#)

c) Planning Application 144002 - Land to rear of, 11 & 13 High Street, Scotter, DN21 3TN
 Outline planning application to erect 3no. detached dwellings with access to be considered and not reserved for subsequent application.

[WLDC Planning Application 144002](#)

d) Planning Application 144123 - 3 Forestry Cottages, Susworth Road, Scotter, Gainsborough, DN21 3JN
 Planning application to erect 2 storey side extension

[WLDC Planning Application 144123](#)

e) Planning Application 144062 - Land West of North Moor Road, Scotter, Gainsborough, DN21 3HT
 Planning application to erect 11no. dwellings.

[WLDC Planning Application 144062](#)

15 To review and consider the revised grant application from Scotter War Memorial Playing Field Association**16 To review and adopt guidance information as per the Model Publication Scheme (ICO)****17 To review the ROSPA park inspection report and the actions required****18 Councillors to report back on their findings regarding football in The Granary Park and parking on the grass at Elizabeth Close Park****19 To discuss options for specific councillor email addresses****20 To receive an update on the cemetery driveway and trees****21 Finance update and payments**

a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/01/2021 – 30/11/2022

Account Start Balance	£ 43,622.38
Payments	£ 11,970.81
Receipts	£ 1,235.00
End Balance	£ 32,886.57

Receipts	Date	Ref	Our Inv	Reason	Amount
Lincs Co-op Funeral Care	10/11/2021			Add Inscription	£ 25.00
J Threadgold Funeral Directors	11/11/2021		2021/1210	Interment - Towl	£ 500.00
Sam Jacob Memorials	12/11/2021		2021/0311	Add Inscription - Silver	£ 25.00
Sam Jacob Memorials	12/11/2021		2021/1708	Memorial Permit - Travis	£ 80.00
Sam Jacob Memorials	12/11/2021		2021/1708/2	Memorial Permit - Byers	£ 80.00
C Bradley Funeral Directors	25/11/2021		2021/2311	Interment - Styles	£ 75.00
C Bradley Funeral Directors	25/11/2021		2021/2311/2	EROB & Interment - Precious	£ 450.00
				Total Income	£ 1,235.00

Payments	Date	Cheque	REF/INV	Reason	Amount
LCC Pension	02/11/2021	Bacs		October Contributions	£ 321.29
K Mathieson	02/11/2021	Bacs			£ 1,035.28
Cutting Edge Services	03/11/2021	Bacs	91119/0022	Notice board Maintenance	£ 83.00
PKF Littlejohn LLP	03/11/2021	Bacs	SB20213985	AGAR 2020/2021	£ 480.00
Transfer to SPC a/c 61797404	03/11/2021	Bacs		Internal Bank Transfer	£ 2,305.00
BHIB	03/11/2021	Bacs	LCo01962-576666	2021 Insurance Rnl	£ 1,827.02
G Worth	09/11/2021	Bacs	33		£ 720.00
Scotter Village Hall	17/11/2021	Bacs	48	3mth office rent till 31/12/21	£ 255.00
Helping Hands	17/11/2021	Bacs	1901	Grass Cutting	£ 685.00
Cutting Edge Services	17/11/2021	Bacs	91119/0032	Riverside Maintenance	£ 165.00
SWMPFC	17/11/2021	Bacs	81	MUGA Electrics	£ 73.60
WLDC	17/11/2021	Bacs	1356421599	Election Fees	£ 591.81
W & AC Rose Farms Ltd	17/11/2021	Bacs	3388	Christmas Tree	£ 120.00
Hill Top Tree Services	24/11/2021	Bacs	976	Cemetery Tree Work	£ 2,160.00
HMRC	24/11/2021	Bacs		Month 7	£ 105.52
S Smith & Co Accountant	24/11/2021	Bacs	1	Payrole & Tax Investigatin Annual Cover	£ 45.00
R Reddin	25/11/2021	Bacs		Clerk Cover	£ 29.00
SLCC	25/11/2021	Bacs		Annual Membership Rnl	£ 166.00
N Woffinden	26/11/2021	Bacs		Neighbourhood Watch ring fenced money	£ 472.00
Giff Gaff	29/11/2021	Bacs		Mobile Phone Contract	£ 10.00
LCC Pension	29/11/2021	Bacs		November Contributions	£ 321.29
				Total Expenditure	£ 11,970.81

- b.) Confirm Bank Balance and Statements seen by council as at 30/11/2021
Co-operative Bank Account No 61038985 – balance £32,886.57
Co-operative Bank Account No 61797792 – balance £128,196.94 earmarked
Co-operative Bank Account No 61797404 – balance £7,492.14 emergency running cost reserve

- c.) Payments for approval
ROSPA Park Inspection - £726.00
Martin Lindley/Cutting Edge - £500.00

22 Urgent Highways or Maintenance Matters
Telephone call from a resident raising concerns over parking on Scotton Road outside the Village Hall

23 Agenda next meeting – to take any items for members

24 To Confirm Date of Next Meeting – 17 January 2022