

SCOTTER PARISH COUNCIL

Scotter Village Hall, Scotton Road, Scotter, Gainsborough, Lincs DN21 3SA
01724 764599

Minutes of the meeting of the Council held at Scotter Village Hall
on Monday 13th June 2016, commencing at 7.40pm.

Present -

Councillors: C. Day (Chairman) M. Armstrong, J. Bullivent, B. Billam, D. Bond, M. Brown, R. Day, S. Hinman and N. Altoft (Clerk).

The meeting commenced at 7.31 pm

26 2016/17 To elect a Chairman of the Council and to receive the Chairman's declaration of acceptance of office (or, if then not received, to decide when it shall be received).

RESOLVED : To appoint Councillor C. Day as Chairman.

27 2016/17 To receive and approve apologies for absence.

Apologies were received from Councillors Capes and Fillingham.

RESOLVED : to accept the apologies from Councillors Capes and Fillingham.

28 2016/17 To elect a Vice-Chairman of the Council.

RESOLVED : To appoint Councillor R. Day as Vice-Chairman.

29 2016/17 To appoint representatives to the Village Hall Association, the Playing Fields Committee and the Eau Community Centre Management Committee.

RESOLVED : To appoint Councillor Billam as the representative to the Village Hall Association and to the Eau Community Centre Management Committee; and to appoint Councillor Bullivent as the representative to the Playing Fields Committee.

30 2016/17 To appoint a Flood Warden.

RESOLVED : To appoint Councillor Bullivent as Flood Warden.

31 2016/17 To appoint a Planning Committee.

RESOLVED : To appoint Councillors, Billam, Bond, Brown, Bullivent, Capes, R. Day, Fillingham and Hinman as the Planning Committee and to formally delegate to that Committee the function of responding to planning applications (as allowed under section 101(1) of the Local Government Act, 1972). The Committee will elect a Chairman at its next meeting.

32 2016/17 To appoint a Cemetery & Allotments Working Group.

RESOLVED : To appoint Councillors Capes and C. Day as the Cemetery & Allotments Working Group. The Working Group will elect a Chairman at its next meeting.

33 2016/17 To appoint an Asset Management Working Group.

RESOLVED : To appoint Councillors Brown, Bullivent, R. Day , and Fillingham as the Asset Management Working Group. The Working Group will elect a Chairman at its next meeting.

34 2016/17 To receive declarations of interest in accordance with the Local Government Act 2000.

No declarations were made at this time.

35 2016/17 To approve the notes of the Council Meetings held on the 16th May 2016 as the Minutes of that meeting.

RESOLVED : To approve the notes of the Council Meeting held on the 16th May 2016 as the Minutes of that meeting. These were signed by the Chairman.

36 2016/17 To agree which Councillors will be responsible for safety inspections of the cemetery and the playgrounds for the next month.

Cllr Day and Cllr Bullivent were happy to continue.

37 2016/17 To discuss any further developments with the Neighbourhood Development Plan.

The Clerk informed the meeting that on Wednesday 15th June she is meeting with the consultant who is undertaking the Character Assessment for the Neighbourhood Development Plan. She will give further updates on this at the July meeting. Although the work on the NDP is slightly behind the schedule proposed in March, we are still on track for completion by the end of 2016.

38 2016/17 To approve the annual return for the financial year ended 31st March 2016.

The Council considered the paper prior circulated in relation to this item and was pleased to note that an unqualified report on the return had been received from the Council's internal auditor, RNS Chartered Accountants. It was :

RESOLVED : (a) To approve the statement of accounts for the year ended 31st March 2016 and the explanations of the significant variances year-on year, as circulated, for submission to the external auditor.

(b) To approve the valuations of the Council's assets as at 31st March 2016, as circulated and as contained in the statement of accounts.

(c) In relation to the annual governance statement within the return, to answer points 1 to 8 in the affirmative, point 9 not being applicable to the Council.

(d) To approve the Council's current arrangements for the management of its risk.

The Chairman and Clerk/RFO signed the annual return accordingly, which will be submitted to the external auditor (Grant Thornton) at the conclusion of the period allowed for the inspection of the records by parishioners under the Accounts and Audit Regulations 2003.

39 2016/17 To receive a report from the Clerk.

The Clerk reported that the Legal Advisor has been in touch regarding the takeover in ownership of the land on Southcliffe Road. The current owners solicitor could not find the required information - because of this the Legal advisor has done the work and has negotiated reduction in our fees to £660. The work is now progressing and the Legal advisor will keep us informed.

40 2016/17 To receive new correspondence not already included above, to be circulated at the meeting.

Nothing received.

41 2016/17 To note income received during May 2016 and to approve its reconciliation to the bank statements.

The Council noted the following income received.

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
		Opening balance	<u>130,590.85</u>
11.05.16	Co-Op Bank	Interest	2.50
		RECEIPTS, 2016-17 year to date	<u>130,593.35</u>

42 2016/17 To approve payments to be made.

The Council examined the accounts to be paid for supplies and services received since the last meeting and,

RESOLVED : That the following payments should be approved.

<u>CHEQUE</u>			<u>NET</u>		<u>TOTAL</u>
<u>NO.</u>	<u>TO WHOM PAID</u>	<u>PARTICULARS OF PAYMENT</u>	<u>VALUE</u>	<u>VAT</u>	<u>PAYMENTS</u>
402886	R. Woods	402878 chq re issued	469.26		469.26
402887	J Lyon				
402888	N Altoft	Wages & Expenses (N.Altoft&J.Lyon total)	2080.33		2080.33
402889	HMRC	PAYE & NI Month 2	537.74		537.74
402890	NKDC	Non - domestic rates	104.06		104.06
402891	R. Woods	Photo Project Invoiced Hours	225.00		225.00
402892	M. Wright	Photo Project Invoiced Hours	366.98		366.98
402893	Spencers	Fuel	207.69	41.53	249.22
402894	Mumby Funding	Venue Hire	300.00		300.00
402895	J.Hoult and Co.	Southcliffe Legal Work	550.00	110.00	660.00
		Totals	4,841.06	151.53	4,992.59

43 2016/17 To take any points from members, identify items for the next agenda and to note urgent items of interest.

Councillor Armstrong reported that the road into Susworth is in a bad state of repair. The Clerk will pass this information on to the Highways department.

The Chairman declared the meeting closed at 7.47pm.

Clerk:

Chairman:

Date: