

## **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 15th May 2017, commencing at 7.40pm.

### **Present -**

Councillors: C. Day (Chairman) M. Armstrong, J. Bullivent, B. Billam, D. Bond, M. Brown, R. Day, 3 members of the public and N. Altoft (Clerk).

*Mr. Raeburn addressed the Council regarding item 14 (minute reference 27 2017/18). Mr Raeburn stated that a group or residents has emerged who wish to provide a safe, fit for purpose, multi-function play space that appeals to the 0-11 age group on the site of the current play park adjacent to Scotter Village Hall. The group hope to deliver in the application and securing of funding. They are looking for sanction from the Parish Council to proceed on this basis on behalf of the younger generation of the village. Mr Raeburn stated that certain matters will obviously require time from the Parish Clerk, and some consideration from the full Council.*

The meeting commenced at 7.42 pm

**14 2017/18 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 R. Day as Chairman.**

**15 2017/18 To receive and approve apologies for absence.**

Apologies were received from Councillors Capes, Fillingham and Hinman.

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

**16 2017/18 To elect a Vice-Chairman of the Council.**

**RESOLVED : To appoint Councillor M. Brown as Vice-Chairman.**

**17 2017/18 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.**

**18 2017/18 To appoint a Flood Warden.**

**RESOLVED : To appoint Councillor Bullivent as Flood Warden.**

**19 2017/18 To appoint a Planning Committee.**

**RESOLVED : To appoint Councillors, Billam, Brown, Bullivent, and R. Day 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.**

**20 2017/18 To appoint a Cemetery & Allotments Working Group.**

**RESOLVED : To appoint Councillor R. Day as the Cemetery & Allotments Working Group.**

**21 2017/18 To appoint an Asset Management Working Group.**

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

**22 2017/18 To receive declarations of interest in accordance with the Local Government Act 2000.**

No declarations were made at this time.

**23 2017/18 To approve the notes of the Council Meetings held on the 17th April 2017 as the Minutes of that meeting.**

**RESOLVED : To approve the notes of the Council Meeting held on the 17th April 2017 as the Minutes of that meeting. These were signed by the Chairman.**

**24 2017/18 To receive a report from the Chairman on his recent inspection of Parson's Field**

The Chairman told the meeting that there was nothing to report with everything being in order. The Clerk confirmed that the Village person had also made an inspection of Parsons Field and had no issues.

**25 2017/18 To agree which Councillors will be responsible for safety inspections of the cemetery and the playgrounds for the next month.**

Cllr R. Day and Cllr Bullivent were happy to continue.

**26 2017/18 To discuss an incident that occurred at the zebra crossing.**

Following a 'near miss' incident at the zebra crossing a resident and Scotter School have written to the Parish Council asking for support in raising awareness of the zebra crossing and its location. The Council

**RESOLVED : To contact LCC Highways and ask that they survey the area for extra signage. The Clerk will also notify the department that the tree on the verge is hanging over the flashing beacon and needs cutting back.**

**27 2017/18 To discuss our response to a question from a resident regarding play facilities.**

The Council considered the paper circulated as well as the representation made by Mr Raeburn and

**RESOLVED : To support the group in their work to provide an improved play facility for the village. Council wish to draw attention to the fact that there are no funds available for matched funding purposes in the 2017/18 tax year. The group would need to be clear about what they need from the council in the 2018/19 tax year, and would need to discuss this with the Council before November 2017 for the amount to be included in the precept.**

**28 2017/18 To discuss our response to the WLDC Public Space Protection Order consultation.**

Councillor Bond informed the meeting that this has now been adopted by West Lindsey District Council as a Bye Law. He also stated that the situation regarding dog fouling has improved. In light of this the council

**RESOLVED : To hold off on putting up the recently acquired glow in the dark posters. The posters will be put up later in the year when the daylight hours are shorter.**

**29 2017/18 To approve the annual return for the financial year ended 31<sup>st</sup>**

**March 2017.**

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 31<sup>st</sup> March 2017 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 31<sup>st</sup> March 2017, 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.

**30 2017/18 To receive a report from the Clerk.**

The Clerk update the Council as below

- The Rookery play area - the owner of the Rookery play area has come back to the Council with a small increase in the amount agreed for the takeover in March 2013. This offer is on the proviso that the Council take the area as it is with no compliance certificate. Councillors asked the Clerk to note that this is not the procedures that was followed with other play area takeovers, and in fact the increase in offer may not even cover the work required.
- The Clerk informed the Council that there will be a delay on the Neighbourhood Plan referendum. This is due to the general election taking place in June.
- The Clerk reported that Aspen Tree services have been in touch regarding some work for a resident on Gainsborough Road. The work involves cutting the tree on the Southcliffe Road verge. As previously stated the Council are happy for this to go ahead providing some notice is given.
- The Clerk has completed one of the two training days required for the CiLCA qualification.

**31 2017/18 To note income received during April 2017 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>
03.04.17	WLDC	Precept	47,000.00
05.04.17	Co-op	Interest	0.17
			<u>47,000.17</u>

**32 2017/18 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>
902986	J Lyon				
902987	N Altoft	Wages & Expenses (N.Altoft&J.Lyon total)	1861.74		1861.74
902988	LALC	Annual membership	415.21	83.04	498.25
902989	Greenstripe	Mower Spares/oil etc	243.30	30.66	273.96
902990	AON	Local Council Insurance	1826.98		1826.98
903991	Spencers Garage	Fuel	225.58	45.11	270.69
		<b>Totals</b>	<b>4,572.81</b>	<b>158.81</b>	<b>4,731.62</b>

**33 2017/18 To take any points from members, identify items for the next agenda and to note urgent items of interest.**

Nothing raised.

The Chairman declared the meeting closed at 8.06 pm.

Clerk: .....

Chairman: .....

Date: .....