



# Scotter Parish Council

The Clerk for the meeting: Kyela Mathieson

First Floor – Scotter Village Hall, Scotton Road, Scotter,  
DN21 3SA

Tel: 07739 312997

Email Clerk@scotterpc.onmicrosoft.com

Minutes of the Full Council meeting of Scotter Parish Council held on 15 February 2021, held virtually via Zoom.

**Parish Councillors Present: Cllr John Harper, Cllr Bali Kaila, Cllr Margaret Armstrong, Cllr Paul Wood**

**District Cllrs Present: Cllr Lesley Rollings, Cllr Liz Clews**

**In attendance: Kyela Mathieson – Clerk, 3 Members of public**

## **Public Participation**

Co-option candidates were invited to speak.

Cllr Harper opened the meeting at **7.06pm** and welcomed everyone.

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|---------|---|
| 2102/01 | Acceptance of Apologies for Absence<br><b>None received</b>   |
| 2102/02 | Dispensations<br><b>None Received</b>   |
| 2102/03 | Declarations of Interest<br><b>None Received</b>  |
| 2102/04 | Approval of Full Parish Council Meeting held on 19 January 2021 and accept as a true record.<br><b>Approved and Accepted</b><br><b>Proposed Cllr Kaila, 2<sup>nd</sup> Cllr Armstrong, All agreed</b>   |
| 2102/05 | Vote to accept a new councillor by co-option<br><b>Cllr Wood proposed this agenda item be moved into closed session. 2<sup>nd</sup> Cllr Harper, All agreed</b>   |
| 2102/06 | District Councillor Report<br>District Cllr Lesley Rollings advised progress is being made to address the issues with the River Eau and flooding. A site meeting was held last week with representatives from Environment Agency, Water Management Board and West Lindsey District Council. All are on board with working together to find solutions. A follow up meeting has been scheduled and she will keep us updated. She has set up a face book group which is to be dedicated to flood action and awareness, this is not live yet but will be once the parish council have set up the Flooding Committee.<br>She would like to urge everyone to look into the 20's plenty campaign, Wales have already adopted a 20mph speed limit in residential and built up areas and the 20's plenty campaign is aimed at achieving this in England. |
| 2102/07 | Chairs Report<br>Nothing to report at this time   |
| 2102/08 | Clerks Report<br>Progress has been made chasing and recovering income previously not claimed or bank.   |
| 2102/09 | Flooding update   |

Cllr Harper advised we are not at the stage to warrant indepth discussion yet but the position of Flood Warden needs filling. Cllr Kaila put himself forward for the position of Flood Warden however he would not want to continue as the parish council representative for Scotter War Memorial Playing Fields Committee as well. This was accepted as a fair and reasonable request.

**Cllr Harper proposed that Cllr Kaila be the new flood warden and work with the clerk to put together a Flooding Committee and complete the terms of reference. Cllr Wood 2<sup>nd</sup>, All agreed**

**Cllr Harper proposed he take over being the Parish Council representative to SWMPFC. Cllr Armstrong 2<sup>nd</sup>, All agreed**

- 2102/10 Review and Adopt Parish Council Standing Orders  
Public Session has been noted at 15 minutes. Length of meeting not to exceed 2 hours.  
**Cllr Kaila proposed to adopt, Cllr Armstrong 2<sup>nd</sup>, All agreed**
- 2102/11 Review and Adopt Parish Council Code of Conduct  
**Cllr Armstrong proposed to adopt, Cllr Wood 2<sup>nd</sup>, All agreed**
- 2102/12 Receive and accept the external audit report for 2019/2020 from PKF Littlejohn  
Cllr Harper noted that he feels some of the comments are not accurate as extensions had been granted and all 3 audits were discussed in one extraordinary meeting, this had been advised to them on numerous occasions.  
**Cllr Harper proposed to accept the report so the council can move forward. 2<sup>nd</sup> Cllr Kaila, All agreed**
- 2102/13 Planning for Consideration and Comment  
a) New Application 142359 – first floor rear extension at 6 Ash Grove, Scotter, DN21 3UU  
Reviewed on WLDC planning website  
**Cllr Harper proposed No Comment, Cllr Kaila 2<sup>nd</sup>, All agreed**  
  
b) New Application 14220 – removal of existing garage and erect new garage at Melrose, 6 High Street West, Scotter DN21 3UP  
Reviewed on WLDC planning Website  
**Cllr Harper proposed No Comment, Cllr Kaila 2<sup>nd</sup>, All agreed**  
  
Cllr Harper advised that a new planning application had been received since the agenda for this meeting has been written. This application has already received some objections on the WLDC planning website, it could be controversial and warrants discussion. He will call an extraordinary meeting to allow this to be discussed and give the public the opportunity to put their views to the Parish Council.
- 2102/14 Planning for Noting  
Existing Application 142012 – Decision Granted – Time Limit and Condition – Outline planning permission to erect 2no dwellings with access to be considered and not reserved for subsequent applications at land at 26 Gainsborough Road, Scotter, DN21 3UB  
**Cllr Harper proposed accept, Cllr Kaila 2<sup>nd</sup>, All agreed**

2102/15 a) To note income and expenditure

Income	Date	Ref	Our Inv	Reason	Amount			
Greenstripe	04/01/2021	Bacs		Lawn mower payment from 2018	£ 7,800.00			
C Bradley & Sons	14/01/2021	Bacs	2021/1101	Full Internment - King	£ 250.00			
Northern Electric	15/01/2021	Chq		Wayleave - Scotter Green	£ 1.50			
Allotment Fees	15/01/2021	Chq		Hinch Plot 17	£ 10.00			
Scotter Church	15/01/2021	Chq	2020/1214	Cristmas tree reinbursement	£ 84.00			
Co-op	15/01/2021	Chq		Ring fenced for Neighbourhood Watch	£ 472.00			
Allotment Fees	19/01/2021	Cash		Wigley Plot 15a ST	£ 10.00			
Allotment Fees	19/01/2021	Cash		Chris Plot 11	£ 10.00			
Allotment Fees	19/01/2021	Cash		Various Allotment fees	£ 90.00			
HMRC	21/01/2021	Bacs		Vat claim DATES	£ 2,364.71			
Allotment Fees	22/01/2021	Chq		Gilchrist Plot 15 Cem	£ 10.00			
Allotment Fees	22/01/2021	Chq		Hill Plot 6a & 6b ST 2020 & 2021 fees	£ 40.00			
Cemetery Fees	01/02/2021	Chq		EROB C Wright	£ 200.00			
C Bradley & Sons	02/02/2021	Bacs	2021/2801	Full Internment & EROB - Powell	£ 450.00			
R J & S E Marris	04/02/2021	Bacs		2019/2020 Goosemoor Land Rent	£ 550.00			
				Total Income	£ 12,342.21			

Payments	Date	Cheque	REF/INV	Reason	Amount	VAT / PAYE	Net minus	Gross minus	Signed by cllr	Min ref approved
K J Mathieson	11/01/2021	TB		Wages Nov/December	£ 1,761.08					FR
Wilko	19/01/2021			Stationary	£ 15.60					FR
HMRC	19/01/2021			PAYE as per P32	£ 292.60					FR
K J Mathieson	22/01/2021			Expenses	£ 56.20					2101/22
S Smith & Co Accountants	22/01/2021		17666	Set up & 1st months payroll	£ 75.00	£12.50				2101/22
G Worth	22/01/2021		12 & 13	Village Person Contract	£ 564.00					2101/22
giffgaff	27/01/2021		1611685969388	Mobile phone & 1st month contract	£ 409.00	£68.16				Prev app
Microsoft 365 Subscription	29/01/2021		E0100D2L0XF	Dec-20	£ 18.12	£3.02				FR
Scotter Juniors FC	29/01/2021		Various	Grass Cutting & Maintenance	£ 1,791.96					2101/22
K J Mathieson	01/02/2021			Wages January	£ 1,320.72					FR
Unipart Dorman	04/02/2021		220224529	SID signs & Brackets	£ 3,019.20	£503.20				2101/26
Amazon	01/02/2021			Speed Gun, Case & Batteries	£ 186.48					2101/26
				Total Expenditure	£ 9,509.96					

b. Confirm bank reconciliation, account balances and statements seen by council

Account balance brought forward	£ 29,072.21
This months Payments	£ 9,509.96
Income	£ 12,342.21
Projected balance after payments	£ 31,904.46

Co-operative Bank Account No 61038985 – balance £31,904.46

Co-operative Bank Account No 61797792 – balance £71,166.20

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

**Cllr Harper proposed accept, Cllr Wood 2<sup>nd</sup>, All agreed**

c. Agree accounts for payment

SWMPFC Invoice 62 Muga Electrics from 05/03/20 to 31/12/20 **£254.74**

HMRC PAYE from 06/01/21 to 05/02/21 **£173.92**

**Cllr Harper proposed agree, Cllr Wood 2<sup>nd</sup>, All agreed**

2102/16 Correspondence or items for noting  
Letter – Lives Community First Responders Newsletter

Letter – The Pensions Regulator re: automatic enrolment duties.

**Noted**

2102/17 Discuss options for new grave spaces at Scotter Cemetery. To decide if the concrete plinths are to be extended for an approximate cost of £2,000  
Clerk explained the suggestions and advice given by the funeral directors and stone mason. Grave spaces ideally need to face east to prevent the headstone being laid at the feet. They also advised that the concrete plinths are not a requirement of the headstone being secure as this now has to be done following regulations. No other cemetery in our area or that they know of has concrete plinths like we Scotter cemetery has.  
Councillors discussed the need for a better path into the new area of the cemetery.  
**It was agreed that Cllr Wood would meet the clerk in the cemetery to consider options and report back to full council at the next meeting.**

2102/18 Review the responses from the residents of Southcliffe Road in consideration of the sale of land on Southcliffe Road at the rear of Gainsborough Road.

Cllr Harper explained best practise on local authority land disposal. Public land should not generally be sold unless significant benefit to the community. As custodians for the land we must ensure there is a very good reason for it's sale and the reason must out way the objections from the residents of Southcliffe Road.

Cllr Kaila and Cllr Wood have been to view the piece of land but it was not clear the section that is being referred to and first impressions are that the land would not be big enough for contractors vehicles. Some investigation needs to be done into the boundaries of the land that the parish council owns, by means of a land registry search. Find out if there any tree protection orders in place. It was also noted that if any parish council land was to be sold it would need to be done via the open market.

**Cllr Harper proposed to defer this matter for further investigation as noted above and approve for the clerk to make any necessary payments for the land registry search. Cllr Kaila 2<sup>nd</sup> All agreed.**

2102/19 Receive email confirmation from Hetts Solicitors confirming the payment of £37,000 has been received in respect of The Rookery section 106 and consider advice to pursue legal action for lost interest.

**Cllr Kaila proposed accept advice and pursue legal action for the loss of interest. Cllr Wood 2<sup>nd</sup>, All agreed.**

2102/20 Agenda next meeting - to take any items from members

Clerk advised of an email that needs an urgent response from Walkers regarding the road name for the new houses off Elizabeth Close. They have suggested Hawthorne Rise.

**After discussion Cllr Harper proposed we reply with no objections but pass observation the Hawthorne Avenue already exists in the local area. All agreed**

Southcliffe Road update

Goosemoor rental land update

Cllr Armstrong has had an issue with a large pothole which she has previously reported to Fix My Street but no action as yet has been taken. Clerk to photograph the pothole and report again. District Liz Clews Commented that Lincolnshire County Council are not dealing with the highways problems adequately and service is not good enough. West Lindsey District Council are addressing this with Lincolnshire County Council.

Flood Warden Update.

2102/21 Confirm date of next meeting – 15 March 2021

**All agreed OK.**

#### **Closed Session – Confidential**

2101/05 Vote to accept a new councillor by co-option

Round one

Alex Johns – 1 vote, Paul Boulton – 3 votes, Colin Wotherspoon – 0 votes

Round two

Alex Johns – 1 vote, Paul Boulton – 3 votes

**Paul Boulton was the successful candidate and will be co-opted onto the Parish Council.**