



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@scotter-pc.gov.uk

Dear Councillor

You are hereby summoned to attend the Parish Council meeting of Scotter Parish Council on **25 April 2022 at 7.00pm** at Scotter Village Hall. The meeting will consider the items set out below.

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@scotter-pc.gov.uk 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 or 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 20 April 2022

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 Disclosable Pecuniary Interests, Personal or Personal and Prejudicial 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 21 February 2022 and 22 March 2022 and the Personnel Committee Meeting minutes held on 21st January 2022 and sign accordingly**
- 5 **District Councillors & County Councillors Report**
- 6 **Chairs Report**
- 7 **Clerks Report and update on matters from the last meeting**
- 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 **Correspondence Items for noting**

LALC News – Circulated 23/03/2022
Reply from David Coleman at LCC, complaint regarding County Councillor has been referred to Democratic Services – Circulated 23/03/2022
WLDC Notices of Meetings – Circulated 24/03/2022
LALC News – Circulated 30/03/2022
WLDC Parish News – Circulated 28/03/2022
Email from resident copying the Parish Council in on communications with WLDC regarding North Moor Road developments – Circulated 03/04/2022
Lincolnshire Resilience Forum, latest press release – circulated 04/04/2022
WLDC survey, are you prepared for emergencies – circulated 05/04/2022
LALC News – Circulated 06/04/2022
- 10 **Correspondence Items for action / discussion**

Email from resident requesting a bench at Clay Lane – Circulated 23/03/2022
Letter from Janet Cooper, invite for council to attend a civic service held to commemorate the Queens Jubilee – Circulated 28/03/2022
Email from Steve Eason-Harris, LCC Emergency Planning and Business Continuity Officer, confirming he will be attending Parish Council meeting on 20th June 2022 to give a presentation on emergency planning – Circulated 04/04/2022
- 11 **Flooding Update**
- 12 **Planning for consideration and comment**

a) Planning application 144592 – 1 Sands Lane, Scotter, DN21 3TX
 Planning application for ground floor rear extension and internal alterations
[WLDC Planning Application 144592](#)

b) Email from NK Talk Planning circulated on 19/04/2022 – review the proposed New Lincolnshire Plan, comments invited.

- 13 Update on Gainsborough Road Zebra Crossing**
- 14 To consider adopting the WLDC Code of Conduct as per email received and circulated on 03/02/2022**
- 15 To consider the offer made by the owner of The Green to gift it to the Parish Council for the village**
- 16 To receive an update on Parson’s Field**
 - a) DDM quote for valuation**
 - b) Information from WLDC regarding protecting open spaces**
 - c) Meeting arranged for with Steve Vessey to review and advise on maintenance costs.**
- 17 To consider renewing the MUGA lights and sharing the cost of the fitting with Tennis Club**
- 18 To review the Cemetery Policy – circulated 28/03/2022**
- 19 Finance update and payments**

a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/03/2022 – 31/03/2022

Receipts	Date	Ref	Our Inv	Reason	Amount
H Blaydes	21/03/2022			Allotment Fee 17A	£ 10.00
				Total Income	£ 10.00

Payments	Date	Cheque	REF/INV	Reason	Amount
Microsoft	01/03/2022			Monthly subscription	£ 18.12
HM Land Registry	08/03/2022			Search for The Green	£ 6.00
Wave	14/03/2022		10198229	Water Bill - Scotterthorpe Allotment	£ 11.78
Wave	14/03/2022		10199432	Water Bill - Cemetery	£ 13.27
S Smith & Co Accountant	21/03/2022		INV-19888	Payroll	£ 15.00
HMRC	21/03/2022		month 11		£ 116.11
Helping Hands	21/03/2022		1915	Complete Cemetery Drive	£ 512.00
B & Q	25/03/2022			Wood Stain	£ 46.00
Giff Gaff	28/03/2022		4237	Mobile Phone	£ 10.00
Granham Worth	28/03/2022		48 & 49		£ 514.84
WLDC	28/03/2022		1907000907	Dog Poo Bins	£ 384.00
Cutting Edge Services	29/03/2022		91119/0049	Park Works	£ 800.00
Kmathieson	31/03/2022				£ 1,215.03
				Total Expenditure	£ 3,662.15

Account Start Balance	£ 27,216.46
Payments	£ 3,662.15
Receipts	£ 10.00
End Balance	£ 23,564.31

b.) Confirm Bank Balance and Statements as at 31/03/2022
 Co-operative Bank Account No 61038985 – balance £23,564.31
 Co-operative Bank Account No 61797792 – balance £128,196.94
 Co-operative Bank Account No 61797404 – balance £7,492.14

c.) Payments for approval

Lincoln Diocesan Trust – Parson Rental 1 year owing £11.00

Unipart Dorman, Service of SID - £319.87

20 To review and agree annual accounts for the financial year 2021/22 and asset register

21 Urgent Highways or Maintenance Matters

22 Agenda next meeting – to take any items from members

23 To Confirm Date of Next Meeting – 16 May 2022 and decide the date of the Annual Parish Council meeting