



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 **16 May 2022** at **6.30pm** 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 11 May 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](#)

Annual Parish Council Meeting Agenda

- 1 Election of the Chairperson for the year commencing May 2022**
- 2 Election of the Vice Chair for the year commencing May 2022**

3 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.

4 Dispensations Council is asked to discuss any written dispensation the clerk may have received from councillors

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)

All council members are to consider if their Declaration of Interest form requires updating.

5 Appointments to Parish Council

- a) Flooding Working Group
- b) Planning Committee
- c) Community Emergency and Emergency Plan Working Group
- d) Play Area Inspections
- e) Parson Field Inspection
- f) Speed Watch Working Group
- g) To consider a Cemetery Working Group
- h) To consider a Rookery Park Renovation Working Group

6 Appointments to Outside Bodies

- a) Village Hall
- b) Scotter War Memorial & Playing Fields Committee
- c) Scotter Forward
- d) Eau Centre
- e) Sporting Groups

7 Annual Financial Review

- a) Standing Orders
- b) Financial Regulation
- c) Agree pre-approved payments list
- d) Confirm approved cheque signatories and consider 2 person authorisation

8 To approve meeting dates for the forthcoming year

9 To approve as a true record the Full Parish Council Meeting minutes held on 25 April 2022 and sign accordingly

10 District Councillors & County Councillors Report

11 Chairs Report

12 Clerks Report and update on matters from the last meeting

13 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

14 Correspondence Items for noting

Lalc News – Circulated by email 20/04/22

Lalc News – Circulated by email 09/05/22

15 Correspondence Items for action / discussion

- a) Email received from resident requesting the Susworth defibrillator be maintained by the Parish Council – email circulated 06/05/2022
- b) Letter received from cemetery allotment holder for a water pipe to be installed at the allotment side of the cemetery
- c) Email from Northern Power Grid requesting permission to prune a conifer tree on the cemetery driveway near one of their posts – email circulated 28/04/2022
- d) Email from resident requesting beware of the ducks signs – circulated 10/05/2022

16 Flooding Update

17 Planning for consideration and comment

Planning Application 144783 - Planning application to erect workshop for the repair and restoration of private classic car collection. The Paddocks, Lindholme, Scotter, Gainsborough, Lincolnshire, DN21 3UR

[WLDC Planning Application 144783](#)

18 Update on Gainsborough Road Crossing

Meeting schedule with County Councillor Clio Perraton-Williams on 24th May 2022 at 10am

19 Cemetery Update – To discuss and consider the following

- a) Removal of items from graves
- b) Signage
- c) Removal of mud heap
- d) Review cemetery policy and consider amendments.

20 To receive an update on Parson's Field

21 To receive an update on Southcliffe Road

22 Finance update and payments

- a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/04/2022 – 30/04/2022

Receipts	Date	Ref	Our Inv	Reason	Amount
R J & S E Marris	01/04/2022	Bacs		Goosemoor - 6month rental	£ 275.00
WLDC	01/04/2022	Bacs		Precept 2022/23	£ 70,300.00
R Bamford	07/04/2022	Bacs		Allotment Fee	£ 20.00
				Total Income	£ 70,595.00

Payments	Date	Cheque	REF/INV	Reason	Amount
Microsoft	01/04/2022	Card		Monthly subscription	£ 18.12
LALC	05/04/2022	Bacs	12613	Training Scheme Renewal	£ 180.00
LALC	05/04/2022	Bacs	12298	Annual Membership	£ 627.02
Lincolnshire CC	05/04/2022	Bacs		Pension	£ 400.54
N Kesteven	06/04/2022	Bacs	6005020640	Cemetery Rates	£ 227.05
Giff Gaff	27/04/2022	Bacs	1651016211296	Mobile Phone	£ 10.00
				Total Expenditure	£ 1,462.73

Account Start Balance	£ 23,564.31
Payments	£ 1,462.73
Receipts	£ 70,595.00
End Balance	£ 92,696.58

- b.) Confirm Bank Balance and Statements as at 30/04/2022
Co-operative Bank Account No 61038985 – balance £92,696.58
Co-operative Bank Account No 61797792 – balance £128,196.94
Co-operative Bank Account No 61797404 – balance £7,492.14
- c.) Payments for approval
LALC Website Support - £60.00

23 Urgent Highways or Maintenance Matters

24 Agenda next meeting – to take any items from members

25 To Confirm Date of Next Meeting – 20 June 2022