



# 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 **20<sup>th</sup> June 2022** at **7.00pm** at Scotter Village Hall. The meeting will consider the items set out below.

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.

Kyela Mathieson Clerk to the Parish Council and Responsible Finance Officer (RFO).

Date of issue 15<sup>th</sup> June 2022

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## **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 To receive declarations of interest** under the Localism Act 2011 being any pecuniary interest in agenda items not previously declared on the members register of interest and any written requests for dispensations.

### **3 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 21<sup>st</sup> January 2022 and sign accordingly**

### **4 Chairs Report**

### **5 Clerks Report and update on matters from the last meeting**

## **6 Sub Groups, Community Clubs and Associations Items for Update or Discussion**

- a) Village Hall
- b) Scotter Forward - To receive feed back on Classic Car event
- c) Speed Watch
- d) Sports Clubs
- e) Eau Centre and Scotter Library
- f) Playing Fields Committee

## **7 Correspondence Items for noting**

LALC News – circulated by email 18/05/2022

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Email from resident requesting information of previous investigation – circulated by email 23/05/2022 and Clerk already replied.

LALC News – circulated by email 06/06/2022

## **8 Correspondence Items for action / discussion**

**a) LALC Networking Day – Circulated by email 23/05/2022, to consider if any members like to attend**

**b) North Lincolnshire Local Plan, open for consultation – circulated by email 31/05/2022**

**c) Volunteer hours available, email from County Councillor Perraton-Williams – circulated 09/06/2022**

## **9 Flooding Update**

## **10 Planning for consideration and comment**

Planning Application 144907 -3 Brigg Road, Scotter, Gainsborough, Lincolnshire, DN21 3HX

Planning application for two storey extension to existing office to form additional office space and warehousing, including change of use of agricultural land to industrial to be used in conjunction with the adjacent business - resubmission of 144277

[West Lindsey Planning Application 144907](#)

## **11 To receive an update on Gainsborough Road Zebra Crossing**

## **12 To review the balance carried over for the financial period of 2021/22 and consider the following**

**a) Moving £10,000 to general reserves account for the allocation of Scotter Junior Football Club Grant**

**b) Consider increasing general reserves**

**c) Consider Village Hall Grant Application – circulated by email 06/06/2022**

## **13 Annual review of Personnel Committee**

## **14 To receive an update on Southcliffe Road and consider further action**

Email from County Councillor Perraton-Williams, circulated on 18/05/2022

## **15 To consider court proceedings for the lost of interest on The Rookery S106 money**

## **16 To consider the quotes received for replacement of MUGA lights and upgrade to LED lighting – Quotes circulated 14/06/2022**

## **17 Scotter Cemetery**

**a) To review the Cemetery Policy and consider the amendments outlined – circulated by email 01/06/2022**

**b) To ratify the quote of £400 to remove the dirt heap.**

## 18 Internal Audit and Annual Governance

- a) To receive, review and approve the internal audit report for the end of financial year 2021-22
- b) To complete and sign Section 1 of the Annual Governance Statement
- c) To review, agree and sign Section 2 of the Annual Governance Statement

## 19 Finance update and payments

- a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/05/2022 – 31/05/2022

Receipts	Date	Ref	Our Inv	Reason	Amount
Samual Jacob Memorials	04/05/2022	Bacs		Add Inscription fee - Styles	£ 25.00
Samual Jacob Memorials	05/05/2022	Bacs		Memorial Fee - Lewis	£ 80.00
Allotment Fees - Cash	09/05/2022	Cash		Ward, Worth, Gilchrist, Bailey, Simmonite	£ 60.00
P Bloomer	09/05/2022	Bacs		Allotment Fee	£ 10.00
S Hinch	11/05/2022	Bacs		Allotment Fee	£ 10.00
Shipman,Main,Foster,Lywood	12/05/2022	Chq		Allotment Fee	£ 50.00
M Crabtree	12/05/2022	Chq		Allotment Fee	£ 10.00
L Hollingsworth	12/05/2022	Chq		Allotment Fee	£ 10.00
Northern Power	12/05/2022	Chq		Wayleave	£ 34.60
R M Hill	12/05/2022	Chq		Memorial Fee - Hill	£ 80.00
Co-op Funeral Care	12/05/2022	Chq		Add Inscription fee - Hall	£ 25.00
M Broadbent	12/05/2022	Bacs		Allotment Fee	£ 10.00
J Waller	16/05/2022	Bacs		Allotment Fee	£ 10.00
P Wilkes	16/05/2022	Bacs		Allotment Fee	£ 10.00
S Cooper	17/05/2022	Bacs		Allotment Fee	£ 20.00
WLDC	17/05/2022	Bacs		Jubilee Grant	£ 700.00
Allotment Fees - Cash	19/05/2022	Cash		Proud, R Shipperbottom, Aston	£ 30.00
N Wilcox	20/05/2022	Bacs		Allotment Fee	£ 20.00
M Brown	24/05/2022	Chq		Allotment Fee	£ 10.00
J Barsby	24/05/2022	Chq		Allotment Fee	£ 20.00
Woodhouse	24/05/2022	Chq	2022/0305	EROB	£ 200.00
A Shipperbottom	24/05/2022	Bacs		Allotment Fee	£ 10.00
R Coulson	30/05/2022	Bacs		Allotment Fee	£ 20.00
Allotment Fees - Cash	31/05/2022	Cash		Ellis, Blackwell	£ 40.00
				Total Income	£ 1,494.60

Payments	Date	Cheque	REF/INV	Reason	Amount
Microsoft	03/05/2022	Bacs		Monthly Subscription	£ 18.12
LDTBF	03/05/2022	Bacs	Sin050062/050063	Parsons Rental	£ 5.50
LDTBF	03/05/2022	Bacs	Sin046290/046291	Parsons Rental	£ 5.50
Scun & Gains Water Management Board	03/05/2022	Bacs	28-0224-1	Water Rates - Scotterthrope Allotments	£ 6.82
S Smith & Co Accountants	03/05/2022	Bacs	20001		£ 30.00
HMRC	03/05/2022	Bacs		Month 12	£ 232.39
K Mathieson	03/05/2022	Bacs			£ 1,048.67
Helping Hands	03/05/2022	Bacs	1931	Grass Cutting	£ 2,088.00
Lincolnshire County Council	03/05/2022	Bacs	10141781	Bin Stickers	£ 50.00
Unipart Dorman	03/05/2022	Bacs	20243031	SID Service	£ 319.87
Graham Worth	04/05/2022	Bacs	52/53/54		£ 940.00
Morrisons	09/05/2022	Debit Card		Stationary	£ 5.74
N Kesteven	09/05/2022	Debit Card		Cemetery Rates o/s from March 2020	£ 38.85
Wickes	09/05/2022	Debit Card		Chain & Lock	£ 39.70
Post Office	10/05/2022	Debit Card		Stamps	£ 16.32
ICO	19/05/2022	Debit Card		Annual Membership	£ 40.00
LALC	19/05/2022	Bacs	12556	Website Support	£ 60.00
S Smith & Co Accountants	19/05/2022	Bacs	20131		£ 15.00
HMRC	19/05/2022	Bacs	Month 1		£ 77.45
Balloons Galore	20/05/2022	Debit Card		Jubilee Decorations	£ 29.85
Lincolnshire CC Pension	23/05/2022	Bacs			£ 333.68
Balloons Galore	24/05/2022	Debit Card		Jubilee Decorations	£ 47.81
Giff Gaff	27/05/2022	Debit Card		Mobile Phone	£ 10.00
S E Foster	30/05/2022	Bacs		Refund - Jubilee Celebrations	£ 79.26
O Foster	30/05/2022	Bacs		Refund - Jubilee Celebrations	£ 166.33
Asda	31/05/2022	Debit Card		Stationary	£ 3.75
				Total Expenditure	£ 5,708.61

Account Start Balance	£ 92,696.58
Payments	£ 5,708.61
Receipts	£ 1,494.60
End Balance	£ 88,482.57

b.) Confirm Bank Balance and Statements as at 31/05/2022

Co-operative Bank Account No 61038985 – balance £88,482.57

Co-operative Bank Account No 61797792 – balance £128,218.56

Co-operative Bank Account No 61797404 – balance £7,493.35

c.) Payments for approval

Hilltop Tree Services - £360

Greenstripe – Lawn mower wheel £14.20

Village Hall – Office rental 3 months to 30/06/22 £325

WLDC - Installation of Dog Poo bins at Clay Lane £228 to be deducted from Community Infrastructure Levy balance

B K Brooks – Internal Audit Fee £350

Retrospective approval – Paid with Clerk delegated powers

O Foster – Jubilee Refund £166.33

S E Foster – Jubilee Refund £79.26

**20 Urgent Highways or Maintenance Matters**

**21 Agenda next meeting – to take any items from members**

**22 To Confirm Date of Next Meeting – 18 July 2022**