



# 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 meeting of Scotter Parish Council held on 21 February 2022, held at Scotter Village Hall.

**Parish Councillors Present: Cllr Jon Harper - Chair, Cllr Margaret Armstrong – Vice Chair, Cllr Paul Wood, Cllr Kevin Watson, Cllr Alex Johns, Cllr Paul Boulton, Cllr Dave Ward, Cllr Rachel Hunter and Cllr Bali Kaila**

**County Cllrs Present:** None

**District Cllrs Present:** None

**In attendance: K Mathieson – Clerk, 5 members of public**

## Public Participation

Member of the public addressed council on agenda item 12d

2 members of the public ask the Parish Council for help with maintenance of the lane that runs down the side of The Manor.

Member of the public addressed council on agenda item 13a

Cllr Harper opened the meeting at **7.16pm**

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**2202/1** Acceptance Of Apologies for Absence

**Apologies received from Cllr Wotherspoon – Accepted**

**2202/2** Dispensations Council is asked to discuss any written dispensation the clerk may have received from councillors

**None received**

**2202/3** Declarations of interest Members to declare any 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)

**Cllr Johns declared a personal interest in agenda item 12d**

**Cllr Hunter declared a personal interest in agenda item 12b**

**2202/4** To Approve as a true record the Full Parish Council Meeting minutes held on 17 January 2022 and sign accordingly

**Resolved to approve and duly signed.**

**Proposed Cllr Harper, 2<sup>nd</sup> Cllr Armstrong – All Agreed**

**2202/5** District Councillors & County Councillors Report

No report received

**2202/6** Chairs Report

Nothing to report at this time.

**2201/7** Clerks Report, update on matters from the last meeting including year end forecast

Year end forecast read out.

Quote for remedial work has been received following ROSPA inspection.

**Following discussion it was resolved to go ahead with remedial work for Elizabeth Close Park and Granary Park. Clerk is to contact play equipment companies for quotes to update Rookery Park. Proposed Cllr Boulton, 2<sup>nd</sup> Cllr Kalia – All agreed**

**2202/8** Sub Groups, Community Clubs and Associations Items for Update or Discussion

- a) Village Hall – No further progress has been made with the car park. CCTV has now been upgraded.
- b) Scotter Forward - None
- c) Speed Watch – Continuing with one session per week. Bin Stickers were discussed further.

**It was resolved to purchase 100 bin stickers at 50p each and ask Brian Gilchrist to co-ordinate the distribution.**

**Proposed Cllr Harper, 2<sup>nd</sup> Cllr Wood – All agreed**

- d) Sports Clubs - None
- e) Eau Centre and Scotter Library - None
- f) Playing Fields Committee – Cllr Johns gave an update from their last meeting where they raised concerns regarding committee membership and the possibility if things don't improve, they may fold.  
Meeting Closed at 7.45pm to allow Chair of the Village Hall Committee to speak  
Meeting opened at 7.49pm

**Following the update from Cllr Johns regarding the Playing Field Committee and comments received from the Chair of the Village Hall Committee it was resolved for the Clerk to arrange a meeting with both committees and the Parish Council to discuss the ongoing issues, including the village hall car park and find out how they can be supported. All Agreed.**

**2202/9** Correspondence or Items for noting

Jubilee Newsletter – Circulated by email 07/02/2022  
Safer Together Team Newsletter – Circulated by email 07/02/2022  
WLDC Meeting Agenda - circulated by email 17/01/2022  
WLDC Notice of Meetings – Circulated by email 01/02/2022  
LALC News – circulated by email on 25/01/2022  
LALC News – circulated by email on 02/02/2022  
LALC News – circulated by email on 09/02/2022  
Letter received from resident regarding Queens Jubilee – circulated by Cllr Wotherspoon via email  
Lord Lieutenant of Lincolnshire Queens Jubilee Information – circulated by email 18/01/2022  
LCC Town & Parish News - circulated by email 10/01/2022  
Clerk's Magazine, January 2022 issue  
Savills email response regarding lease for Parson's Field – circulated by email 09/02/2022  
Letter from a resident, commending the good work of the village person – circulated by email 16/02/2022

**Resolved that all the above items of correspondence have been noted**

**2202/10** Correspondence or Items for action / discussion

LALC Annual Training Scheme Renewal for 2022/23 – Annual renewal cost £150+VAT  
Clerk advised that the training courses are noted on the LALC newsletters, if any councillor would like training please ask the Clerk for details.

**Resolved to renew**

**Proposed Cllr Boulton, 2<sup>nd</sup> Cllr Harper – All agreed**

Savills – Chaser for outstanding rent for April 21 and October 21 total amount £11.00

**The proposed new lease was discussed, concerns were raised around being responsible for the river. The proposed new lease is still not agreeable.**

**Proposal was made to terminate the lease**

**Proposed Cllr Kaila, No 2<sup>nd</sup> – Motion not carried**

**Cllr Hunter volunteered to investigate the current lease and help negotiate the new one. Also to look into funding.**

**Resolved to pay for the expiring 6 months only.**

**Proposed Cllr Wood, 2<sup>nd</sup> Cllr Harper – All agreed**

#### **2202/11 Flooding Update**

Cllr Wood advised that the government has announced that they will not allow any rivers to be de-mained until 2023. This has halted the plans for Scunthorpe and Gainsborough Water Management board to start the process of taking over the river, however, they will continue to work behind the scenes to have the information ready for 2023.

Following investigation it was found that riparian owners can clear upto 1.2km of the river on their own land without permission from the EA, this could be something to look into further.

#### **2202/12 Planning for consideration and comment**

a) Planning Application 144247 – Land adj, 21, Gainsborough Road, Scotter, Gainsborough, Lincolnshire, DN21 3RL

Application for approval of reserved matters to erect 1 no. dwelling -considering appearance, landscaping, layout and scale - following outline permission 139350 granted 27 June 2019

**No comment**

**Proposed Cllr Harper, 2<sup>nd</sup> Cllr Boulton – All agreed**

b) Planning Application 144279 - 1 Riverdale Cottages, East Ferry Road, Susworth, Scunthorpe, Lincolnshire, DN17 3AS

Planning application for first floor side extension and conversion of outbuilding to provide additional accommodation.

**Cllr Hunter was not involved in any part of the discussion/decision regarding this application due to declaring a personal interest.**

**No comment**

**Proposed Cllr Watson, 2<sup>nd</sup> Cllr Boulton – All agreed**

c) Planning Application 144277 - 3, Brigg Road, Scotter, Gainsborough, Lincolnshire, DN21 3HX Planning application for two storey extension to existing office.

**No comment**

**Proposed Cllr Harper, 2<sup>nd</sup> Cllr Boulton – All agreed**

d) Planning Application 143713 - Land to north east of, Granary Fold, Scotter, Gainsborough, DN21 3RH

Planning application to erect 1no. dwelling resubmission of 143188.

**Cllr Johns was not involved in any part of the discussion/decision regarding this application due to declaring a personal interest.**

**Reiterate our original comments/objections except for the drainage issues that have been addressed by the new application.**

**Proposed Cllr Harper, 2<sup>nd</sup> Cllr Boulton – All agreed**

e) Planning Application 144394 - 53, The Granary, Scotter, Gainsborough, Lincolnshire, DN21 3RQ

Planning application for a detached timber framed sun room.

**No Comment**

**Proposed Cllr Harper, 2<sup>nd</sup> Cllr Ward – All agreed**

#### **2202/13 Planning Update and Decisions Received**

a) Planning Application 144002 - Land to rear of, 11 & 13 High Street, Scotter, DN21 3TN

Outline planning application to erect 3no. detached dwellings with access to be considered and not reserved for subsequent application.

Revised layout notification received on 25/01/22 and circulated to council via email. Replies were required in 10 days. No further comments were made by the Parish Council.

b) Planning Application 144160 - Land adj to 12-14 High Street Scotter Gainsborough DN21 3TW Planning application for the erection of a single, two storey detached house with garage and orangery, partial demolition, renovation and extension of an existing granny flat/summer room and partial demolition, renovation and extension of a granary/workshop and covered garage space to form new dwelling.  
Notification received that this application has been withdrawn.

**All Noted**

**2202/14** Review of membership to the following committees

- a) Planning Committee
- b) Personnel Committee

**Resolved to dissolve the planning committee and keep all planning in the main meetings, if a planning application is received that would require lengthy discussion an extraordinary meeting will be called by the Chair. Resolved for Cllr Boulton to join the Personnel Committee**  
**Proposed Cllr Harper, 2<sup>nd</sup> Cllr Wood – All agreed**

**2202/15** To consider the Village Person Contract due for renewal on 31/03/2022

Clerk presented a job description and personal specification.

**Resolved to advertise as minimum of 5 hours with maximum of 15 per week. Request for tenders to be put on website, notice board and facebook.**

**Proposed Cllr Boulton, 2<sup>nd</sup> Cllr Wood – All agreed**

**2202/16** To discuss the terms of the lease and the response received from Savills regarding Parson's Field, to consider a plan of action and way to move forward.

**Clerk to contact WLDC and LCC for direction and advise, also investigate if there is any company that conducts surveys of woodlands for health and safety. Cllr Hunter will reach out to her contacts for advise.**

**2202/17** Parish Plan Review

**Clerk to email a copy of the current plan to all councillors and investigate the procedure for a review ready for the next meeting**

**2202/18** To decide on plans for the Queens Jubilee Celebrations

Clerk advised a post on face book had been sent out requesting suggestions and volunteers but no contact had been made.

**Parish Council to purchase bunting and decorate the bridges and Riverside. Resident can then use the area for picnics or their own celebrations. Clerk to investigate funding.**

**Proposed Cllr Johns, 2<sup>nd</sup> Cllr Harper – All agreed**

Cllr Hunter left the meeting at 9.05pm

**2202/19** To review progress on the request for a pelican crossing at Gainsborough Road

Clerk advised that a further email had been sent to Sir Edward Leigh requesting his support with engaging our County Councillor. County Councillor Perraton-Williams had emailed our Chair advising she has been attending some meetings remotely and was this an option? Reply was sent advising this is not possible at this time and wouldn't be required if she would respond to our correspondence. A copy of our letter dated 15<sup>th</sup> December has been sent twice by emailed and posted to her home address and we have still not received a reply.

**It was resolved to send a copy of our last email to County Councillor Perraton-Williams to Sir Edward Leigh and advise a reply is still outstanding. Contact Lincolnshire County Council Monitoring Officer and make an office complaint about County Councillor Perraton-Williams lack of engagement/reply. Contact Lincolnshire Live with the our concerns regarding the zebra crossing, Cllr Johns volunteered to speak to them if required.**

**Proposed Cllr Harper, 2<sup>nd</sup> Cllr Johns – All agreed**

**2202/20** Finance update and payments

a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/12/2021 – 30/12/2021

Receipts	Date	Ref	Our Inv	Reason	Amount
J Mitchell	01/12/2021		2021/1123-4	Constable - 6mths rental upto 01/06/2022	£ 780.50
Allotment Fee	03/12/2021			Main plot 19b	£ 10.00
Samuel Jacob Memorials	17/12/2021			Memorial Permit - Powell	£ 80.00
Lincolnshire County Council	22/12/2021			Grass Cutting Contribution 21/22	£ 1,600.94
C Bradley & Sons	31/12/2021		2021/2812	EROB & Interment CR - Dolloway	£ 350.00
				<b>Total Income</b>	<b>£ 2,821.44</b>

Payments	Date	Cheque	REF/INV	Reason	Amount
Microsoft	01/12/2021	Bacs	E0100GAMA7	Monthly Subscription	£ 18.12
K Mathieson	01/12/2021	Bacs		November	£ 1,035.28
G Worth	06/12/2021	Bacs	35 & 36		£ 720.00
HMRC	20/12/2021	Bacs		Month 8	£ 105.52
Wave	20/12/2021	Bacs	9825635	Water Bill - Cemetery	£ 16.40
Wave	20/12/2021	Bacs	9823399	Water Bill - Scotterthorpe Allotments	£ 11.91
Lincolnshire County Council	20/12/2021	Bacs	170-67766	Speed watch signs	£ 60.00
Lincolnshire CC	28/12/2021	Bacs		Pension	£ 321.29
Giff Gaff	29/12/2021	Bacs		Mobile phone	£ 10.00
Microsoft	29/12/2021	Bacs		Monthly Subscription	£ 18.12
S Smith & Co Accountants	28/12/2021	Bacs	INV-19491	Payroll	£ 15.00
Helping Hands	28/12/2021	Bacs	1907	Regravel cem drive, christmas tree up and removal	£ 542.00
Cutting Edge Services	28/12/2021	Bacs	91119/0042	Trim Scotterthorpe Trees	£ 500.00
K Mathieson	29/12/2021	Bacs		December	£ 1,035.28
				<b>Total Expenditure</b>	<b>£ 4,408.92</b>

Account Start Balance	£ 32,886.57
Payments	£ 4,408.92
Receipts	£ 2,821.44
End Balance	£ 31,299.09

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

Receipts	Date	Ref	Our Inv	Reason	Amount
Lincolnshire County Council	05/01/2022	Bacs		Grass cutting contribution	£ 255.39
M & J Swinbank	17/01/2022	Bacs		EROB	£ 200.00
C Myers	10/01/2022	Cash		EROB	£ 200.00
Northern Powergrid	24/01/2022	Chq		Wayleave - Green	£ 1.50
				<b>Total Income</b>	<b>£ 656.89</b>

Payments	Date	Cheque	REF/INV	Reason	Amount	VAT / PAYE
ROSPA	10/01/2022	Bacs		Park Inspection 21/22	£ 726.00	£ 121.00
S Smith & Co Accountants	11/01/2022	Bacs		Payrole	£ 15.00	£ 2.50
G Worth	11/01/2022	Bacs			£ 576.00	
Royal British Legion	19/01/2022	Bacs		Poppy wreath donation	£ 170.00	
Post Office	20/01/2022			Stamps	£ 18.12	
S Smith & Co Accountants	26/01/2022	Bacs		Payrole	£ 15.00	£ 2.50
HMRC	26/01/2022	Bacs		Month 9	£ 105.52	
LALC	26/01/2022	Bacs		Website support until April 2022	£ 24.00	£ 4.00
Giff Gaff	27/01/2022	Bacs		Mobile phone	£ 10.00	£ 1.66
Lincolnshire CC	28/01/2022	Bacs		Pension	£ 333.59	
Kyela Mathieson	28/01/2022	Bacs			£ 1,063.10	
				<b>Total Expenditure</b>	<b>£ 3,056.33</b>	

Account Start Balance	£ 31,299.09
Payments	£ 3,056.33
Receipts	£ 656.89
End Balance	£ 28,899.65

a.) Confirm Bank Balance and Statements seen by council as at 31/01/2022

Co-operative Bank Account No 61038985 – balance £28,899.65

Co-operative Bank Account No 61797792 – balance £128,196.94 - Earmarked

Co-operative Bank Account No 61797404 – balance £7,492.14 – Contingency & CIL

Clerk advised that Cllr Harper had checked the bank reconciliation and viewed the internet banking prior to the meeting and could confirm the balances of all accounts are accurate.

c) Payments for approval

LALC 2022/23 Membership Fee's - £627.02

New Dog Waste Bins - £384 Earmarked CIL money to be used

SWMPFC – Muga Electric - £144.36

Village Hall Office Rental 3 months to 31/03/2022 - £325.00

Martin Lindley, removal of swings at The Rookery - £150.00

**Resolved to approve bank balances, statements and payments**

**Proposed Cllr Harper, 2<sup>nd</sup> Cllr Wood – All agreed**

**2202/21** Urgent Highways or Maintenance Matters

**Investigate the possibility of a new dog poo bin at Clay Lane**

**Clerk to contact LCC and ask for advise with dealing with inappropriate parking.**

**2202/22** Agenda next meeting – to take any items for members

**Gainsborough Road Zebra Crossing**

**2202/23** To Confirm Date of Next Meeting – 21 March 2022

**Confirmed**

**Meeting closed 9.25pm**