



# Scotter Parish Council

The Clerk for the meeting: Kyela Mathieson  
First Floor – Scotter Village Hall, Scotton Road, Scotter,  
DN21 3SA  
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Minutes of the Annual meeting of Scotter Parish Council held on 16 May 2022, held at Scotter Village Hall.

**Parish Councillors Present: Cllr Jon Harper, Cllr Paul Wood, Cllr Kevin Watson, Cllr Alex Johns, Cllr Colin Wotherspoon, Cllr Paul Boulton, Cllr Dave Ward, Cllr Rachel Hunter**

**Parish Councillors Absent: Cllr Margaret Armstrong, Cllr B Kaila**

**In attendance: K Mathieson – Clerk, 1 member of public**

## Public Participation

Cllr Harper opened the meeting at **6.39pm**

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**2205/1** Election of the Chairperson for the year commencing May 2022

It was proposed, seconded and

**Resolved to appoint Cllr Jon Harper as Chairperson. The acceptance of office was signed by Cllr Harper.**

**2205/2** Election of the Vice Chair for the year commencing May 2022

Cllr Margaret Armstrong was not at the meeting but had previously advised that if there was no interest or no other proposals she would be happy to continue with the position of Vice Chair.

It was proposed, seconded and

**Resolved to appoint Cllr Margaret Armstrong as Vice Chair.**

**2205/3** Apologies for Absence

Apologies and reason received from Cllr Armstrong

It was proposed, seconded and

**Resolved to accept the reason for absence from Cllr Armstrong**

**2205/4** To receive dispensations or declarations of interest under the Localism Act 2011

**No dispensations received**

**Cllr Ward declared a personal interest in agenda item 21**

**2205/5** Appointments to Parish Council

a) Flooding Working Group

It was proposed, seconded and

**Resolved to appoint with Cllr Wood, Cllr Boulton and Clerk to confirm if Cllr Wotherspoon, Cllr Kaila are ok to continue with being appointed.**

6.43pm Cllr Wotherspoon joined the meeting

b) Planning Committee

It was proposed, seconded and

**Resolved to continue with existing members, Cllr Wotherspoon, Cllr Boulton, Cllr Harper, Cllr Watson, Cllr Ward**

c) Community Emergency and Emergency Plan Working Group

It was proposed, seconded and

**Resolved to defer until next months meeting due to the scheduled meeting from Lincolnshire Resilience Forum**

d) Play Area Inspections

It was proposed, seconded and  
**Resolved to appoint Clerk and Grounds Person**

e) Parson Field Inspection

It was proposed, seconded and

**Resolved to appoint Cllr Hunter, Cllr Watson and Cllr Wood**

f) Speed Watch Working Group

It was proposed, seconded and

**Resolved to appoint head volunteer for speed watch, Cllr Ward, Cllr Boulton**

g) To consider a Cemetery Working Group

**Discussion took place as to whether this was required.**

**Vote taken – 4 in favour of having a cemetery and allotment working group and 3 against. Motion carried**

**Resolved to appoint Cllr Ward and Cllr Johns**

h) To consider a Rookery Park Renovation Working Group

It was proposed, seconded and

**Resolved to appoint Cllr Wood and Cllr Boulton appointed; residents of the Rookery will be welcome to join**

#### **2205/6** Appointments to Outside Bodies

a) Village Hall

It was proposed, seconded and

**Resolved to appoint Cllr Harper and Clerk to check if Cllr Kaila will continue**

b) Scotter War Memorial & Playing Fields Committee

It was proposed, seconded and

**Resolved to appoint Cllr Johns**

c) Scotter Forward

It was proposed, seconded and

**Resolved to appoint Cllr Ward**

d) Eau Centre

It was proposed, seconded and

**Resolved to appoint Cllr Harper**

e) Sporting Groups

It was proposed, seconded and

**Resolved to appoint Cllr Johns**

#### **2205/7** Annual Financial Review

a) Standing Orders

It was proposed, seconded and

**Resolved to make no changes to the current version of Standing Orders**

b) Financial Regulation

It was proposed, seconded and

**Resolved to make no changes to the current version of Financial Regulations**

c) Agree pre-approved payments list as per Financial Regulations

Pre-approved payments list previously circulated and read out

It was proposed, seconded and

**Resolved to agree the pre-approved payment list, which was duly signed by the Chairperson**

d) Confirm approved cheque signatories and consider 2 person authorisation

Clerk confirmed the current cheque signatory's are Cllr Harper, Cllr Kaila and Cllr Armstrong.

Following discussion it was proposed, seconded and

**Resolved that 2 person authorisation should be investigated further. Clerk to provide a report for next meeting with details of the processes and any changes that would be required.**

#### **2205/8** To approve meeting dates for the forthcoming year

It was proposed, seconded and

**Resolved to approved**

#### **2205/9** To approve as a true record the Full Parish Council Meeting minutes held on 25 April 2022 and sign accordingly

It was proposed, seconded and

**Resolved to approve the minutes noted above, minutes duly signed by the Chairperson**

#### **2205/10** District Councillors & County Councillors Report

No reports submitted

**2205/11 Chairs Report**  
No report submitted

**2205/12 Clerks Report**

All allotment fees have now been requested and the lock and chain has been fitted to Scotterthorpe allotments. Jubilee grant funding has been approved and should be received this week.  
Clerk has started Cilca training and is also booked on contract and procurement training for July.

**2205/13 Sub Groups, Community Clubs and Associations Items for Update or Discussion**

- a) Village Hall - None
- b) Scotter Forward – Cllr Ward attended their last meeting, garage sale went well but didn't raise quite as much as last year. Classic car event is organised for 1<sup>st</sup> June, and duck race for 9<sup>th</sup> July. Request for the grass to be cut in time for these events, clerk to arrange.
- c) Speed Watch – Report read out by Clerk, report to be sent out to all cllrs and purchase of new sid sign to be added to next months agenda.
- d) Sports Clubs - None
- e) Eau Centre and Scotter Library - None
- f) Playing Fields Committee – Clerk attended AGM. They have a new chair and the meeting was positive about moving the playing fields forward for the future

**2205/14 Correspondence Items for noting**

Lalc News – Circulated by email 20/04/22

Lalc News – Circulated by email 09/05/22

**Noted by council members**

**2205/15 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  
It was proposed, seconded and  
**Resolved for the Clerk to facilitate the transfer of the defibrillator to the parish council and arrange for the WLDC maintenance agreement at £100 per year.**
- b) Letter received from cemetery allotment holder requesting for a water pipe to be installed at the allotment side of the cemetery  
Following a discussion it was proposed, seconded and  
**Resolved this would not be cost effective and therefore request refused**
- 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  
It was proposed, seconded and  
**Resolved to grant permission**
- d) Email from resident requesting beware of the ducks signs – circulated 10/05/2022  
Meeting closed 7.39 to allow a member of the public to speak and re-opened 7.40  
Cllr Watson agreed to check the area and report back on what signs are already in place.

**2205/16 Flooding Update**

Nothing to report. Clerk to find out from District Councillor Rollings when the meeting is scheduled to discuss the river

**2205/17 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](#)

It was proposed, seconded and

**Resolved to make no objections but comment about concerns over the visual amenity.**

**2205/18** Update on Gainsborough Road Crossing

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

**Noted by council members**

**2205/19** Cemetery Update – To discuss and consider the following

a) Removal of items from graves

It was proposed, seconded and

**Resolved to only allow items other than flowers on graves if a professional masonry grave surround is fitted. The inside of the surround is to be low maintenance i.e. filled with stones. All items are to be kept within the surround and not exceed the height of the surround. Council feels this is a good compromise allowing families to have the choice of items on a grave whilst making the area easily maintained. Any grave without a surround can only lay floral tributes or put flowers within the rose bowl contained within the headstone.**

b) Signage

It was proposed, seconded and

**Resolved to approve a sign to be placed in the cemetery noting the rules. Clerk to draft the wording for approval**

c) Removal of mud heap

Cllr Wood is investigating and will report back with prices

d) Review cemetery policy and consider amendments.

It was proposed, seconded and

**Resolved to amend the cemetery policy. Going forward when purchasing or reserving a grave space, the next available space on the row must be used. Clerk is to amend the policy and reissue for approval.**

**2205/20** To receive an update on Parson's Field

It was proposed, seconded and

**Resolved to proceed with Paul Fox quote of £250 for the valuation of the land and negotiation with Savills on behalf of the Parish Council for free.**

Cllr Ward left the room

**2205/21** To receive an update on Southcliffe Road

Clerk confirmed that gas pipes have been laid in Southcliffe Road verge without the permission of the Parish Council. The correct procedure was followed by the developer. Cadnet gas requested permission from Lincolnshire County Council. LCC issued a permit without checking their liability register and have admitted they do not have permissive powers over the grassed area only the highway. Clerk advised that if LCC had correctly refused permission, the developer would have had to contact the Parish Council to negotiate an easement. Therefore LCC could be pursued for compensation.

It was proposed, seconded and

**Resolved to pursue LCC for compensation and take no further action at this time.**

Cllr Ward re-entered the room

**2205/22** 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 - Earmarked  
Co-operative Bank Account No 61797404 – balance £7,492.14 – Contingency & CIL

- c.) Payments for approval  
LALC Website Support - £60.00

It was proposed, seconded and

**Resolved to approve bank balances, statements as seen by council and payments**

**2205/23** Urgent Highways or Maintenance Matters

None

**2205/24** Agenda next meeting – to take any items for members

Gainsborough Road Zebra Crossing  
Cemetery Policy review

**2205/25** To Confirm Date of Next Meeting – 20 June 2022

Clerk reminded council that a presentation will take place before the next meeting at 6.30 regarding Emergency Planning

Meeting closed 8.58pm