



# 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 meeting for Scotter Parish Council held on 20 June 2022, held at Scotter Village Hall.

**Parish Councillors Present: Cllr Jon Harper - Chair, Cllr Margaret Armstrong – Vice Chair, Cllr Paul Wood, Cllr Alex Johns, Cllr Colin Wotherspoon, Cllr Paul Boulton, Cllr Dave Ward,**

**Parish Councillors Absent: Cllr Bali Kaila, Cllr Rachel Hunter, Cllr Kevin Watson**

**In attendance: K Mathieson – Clerk, 3 members of public**

## Public Participation

A presentation on Emergency Planning was given by Lincolnshire Resilience Forum  
No public questions or comments

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

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### **2206/1** Apologies for Absence

Apologies and reason received from Cllr Kaila, Cllr Watson & Cllr Hunter

It was proposed, seconded and

**Resolved to accept the reason for absence from Cllr Kaila, Cllr Watson & Cllr Hunter**

### **2206/2** To receive dispensations or declarations of interest under the Localism Act 2011

**No dispensations received**

**Cllr Ward declared a personal interest in agenda item 14**

### **2206/3** To approve as a true record the Full Parish Council Meeting minutes held on 16 May 2022 and sign accordingly

It was proposed, seconded and

**Resolved to accept the minutes as a true record and duly signed by the Chair**

### **2206/4** Chairs Report

**No report submitted**

### **2206/5** Clerks Report and update on matters from the last meeting

Clerks report had been circulated to all members and was read out. It was proposed, seconded and

**Resolved that the existing duck signs around the river area are adequate, Clerk to contact the resident who inquired and advise councils decision. Clerk to write to the Co-op and thank them for the new community notice board.**

### **2206/6** Sub Groups, Community Clubs and Associations Items for Update or Discussion

a) Village Hall - None

b) Scotter Forward - To receive feed back on Classic Car event

Cllr Ward had received a report from Scotter Forward following the Classic Car Event, he will forward this report to all members, but summarised that the event was very well attended and raised £1,364.60

Proposed, seconded and **resolved to suspend standing orders to allow public to be involved in a discussion about the event. 7.25pm**

Council members commented that they had concerns over the safety of the event, the road closure, number of marshals and organisation. Scotter Forward's representative did not agree with all the comments made but would consider the points going forward.

Proposed, seconded and **resolved to reinstate standing orders 7.31pm**

c) Speed Watch

Following a report submitted and circulated at last months meeting it was proposed, seconded and

**Resolved to purchase 2 new SID signs from Elan City at a cost of £2582.00 + VAT. Signs to be placed on A159 at both ends of the village.**

d) Sports Clubs - None

e) Eau Centre and Scotter Library - None

f) Playing Fields Committee - None

**2206/7 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

**Resolved to note the items**

**2206/8 Correspondence Items for action / discussion**

a) LALC Networking Day – Circulated by email 23/05/2022, to consider if any members like to attend  
Cllr Harper to check if he is available and advise the Clerk

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

Proposed, seconded and **Resolved, Council will not comment but for members to consider responding individually**

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

Proposed, seconded and **Resolved for the information to be forwarded to the Village Hall Committee for then to submit a project.**

**2206/9 Flooding Update**

No update, Clerk to contact the Environment Agency to request a copy of the Bathymetric survey and results of the modelling.

**2206/10 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

Proposed, seconded and **Resolved to submit no comment**

**2206/11 To receive an update on Gainsborough Road Zebra Crossing**

A meeting with County Councillor Perraton-Williams took place on 9 June 2022 at Gainsborough Road zebra crossing. C.Cllr Perraton-Williams advised she will get the signage reviewed as it should have been assessed when the road was redeveloped. She will get costings for 2 options for price comparison as money will be the main consideration for any changes. First option to have safety measure put in place for the crossing i.e barriers and the other to have the crossing changed to a pelican. Once the costings are available, she will let us know. It was proposed, seconded and

**Resolved for Cllr Johns to be the council's representative for this project and liaise with County Council, Lincolnshire Road Safety Partnership and any other external body as and when required. Cllr Johns will report all findings back to the council at full meeting for any decisions to be made. The Clerk and Speed watch will support Cllr Johns as and when required**

**2206/12 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

Proposed, seconded and

**Resolved to move £10,000 to reserves account to be earmarked for Scotter Junior Football Club Grant allocation 2022/23**

b) Consider increasing general reserves

Proposed, seconded and

**Resolved that the remaining carry over balance from 2021/22 be moved to the general reserves account once the decisions made on expenditure at this meeting have been deducted**

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

Proposed, seconded and

**Resolved to approve the grant of £3,500 to the Village Hall Committee for costs towards a new boiler**

**2022/13** Annual review of Personnel Committee

Proposed, seconded and

**Resolved to continue with the existing members of Cllr Armstrong (Chair), Cllr Johns and Cllr Hunter**

**Cllr Ward left the room, 8.06pm**

**2022/14** To receive an update on Southcliffe Road and consider further action

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

Proposed, seconded and

**Resolved to appoint solicitors**

**Cllr Ward re-entered the room, 8.09pm**

**2022/15** To consider court proceedings for the loss of interest on The Rookery S106 money

Proposed, seconded and

**Resolved to discuss procedures and cost with solicitors**

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

Proposed, seconded and

**Resolved to proceed with the cheapest quote**

**2022/17** Scotter Cemetery

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

Proposed, seconded and

**Resolved to accept the proposed amendments and to include a statement that confirms the parish council have the right to amend the policy at any time.**

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

Proposed, seconded and

**Resolved to ratify the quote**

**2022/18** Internal Audit and Annual Governance

a) To receive, review and approve the internal audit report for the end of financial year 2021-22

Proposed, seconded and **Resolved to approve the internal audit report**

b) To complete and sign Section 1 of the Annual Governance Statement

Proposed, seconded and **Resolved to approve Section 1, duly signed by the Clerk and the Chair**

c) To review, agree and sign Section 2 of the Annual Governance Statement

Proposed, seconded and **Resolved to approve Section 2, duly signed by the Chair**

**2206/19** 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 - Lowis	£ 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

- a.) 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

b.) 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

Proposed, seconded and

**Resolved to accept the bank reconciliation which was duly signed by the Chair, agree bank balances and statements as seen by council and approve payments**

**2206/20** Urgent Highways or Maintenance Matters

None

**2206/21** Agenda next meeting – to take any items for members

Emergency Plan

Cemetery Allotments

**2206/22** To Confirm Date of Next Meeting – 18 July 2022

Confirmed

Meeting closed 9.15pm