



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 **26 September 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 21 September 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](#)

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 18 July 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

Email received advising they would like to hand over responsibility of the defibrillators to the Parish Council once they have been maintained and the training has been completed

c) Speed Watch

d) Sports Clubs

e) Eau Centre and Scotter Library

f) Playing Fields Committee

Email received regarding the PFC 60th Anniversary, they are planning celebrations on 16th October requesting if the Parish Council would consider holding an open cinema event

7 Correspondence Items for noting

LALC News – circulated by email 18/07/2022

LALC News – circulated by email 01/08/2022

LALC News – circulated by email 04/08/2022

LALC News – circulated by email 30/08/2022

LALC News – circulated by email 07/09/2022

NK TalkPlanning – Submission of Local Plan to Secretary of State for examination – Circulated by email 01/08/2022

WLDC News – Circulated by email – 01/08/2022

LCC County Views Survey – Circulated by email 02/08/2022

Lincolnshire Good Home Alliance Project – Circ 02/08/2022

WLDC Parish News 12th Edition – Circulated by email 03/08/2022

LCC Town & Parish Council Update – Circulated by email 04/08/2022

WLDC Parish News – circulated by email 30/08/2022

SAAA opt out communication – circulated by email 17/08/2022

Lincs Reservoir Project Team x3 – circulated by email 17/08/2022, 14/09/2022 & 21/09/2022

8 Correspondence for discussion

Email received 20/09/2022 from Chair of SWMPFA requesting representation at a meeting on 29th September 2022 at 3.30pm in the village hall, to discuss how village groups can work together to benefit the community.

9 Flooding Update

Email from Carl Wharmby received – circulated 21/09/2022

10 Planning for consideration and comment

Planning Application 145222 – Land west of 19 Waggoners Close, Scotter, Gainsborough, DN21 3RJ

Application for change of use of open grass land to domestic garden land

Due to deadline, objection already submitted based on loss of amenity for residents

[WLDC Planning Application 145222](#)

Planning Application 145309 – Land to North East of Granary Fold, Scotter, Gainsborough, DN21 3RH

Variation of condition 7 of planning application 143713 granted 07/03/2022, amended plan confirming boundary and house position

[WLDC Planning Application 145309](#)

Planning Application 145337 – 1 St Peters Grove, Scotter Gainsborough, DN21 3SN

Conversion of garage with single storey extension to front

[WLDC Planning Application 145337](#)

- 11 To discuss remedial work required at the war memorial.
- 12 To receive a report following the annual bench inspection and discuss/agree the remedial work required.
- 13 Chafer Grubs on The Green - To discuss and decided on a course of action
- 14 Policies for review or adoption
- a) Data Protection Policy for adoption, including appendix A List of Documents for Retention or Disposal and councillor check sheet to be completed
 - b) Retention Policy for adoption
 - c) Privacy Policy for adoption
 - d) Equality, Diversity and Inclusion Policy for adoption – replacing existing Equal Opportunities Policy
 - e) Standing Orders for review
- 15 To review the risk assessment for the MUGA and discuss purchase of a sign.
- 16 To receive an update on the water supply for Scotterthorpe Allotments
- 17 To receive an update on Gainsborough Road Zebra Crossing
Email response received from County Councillor Clio Perraton-Williams circulated 01/08/2022
- 18 To discuss and consider forming a WhatsApp group for councillors and clerk
- 19 Finance update and payments
- a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/07/2022 – 31/07/2022

Receipts	Date	Ref	Our Inv	Reason	Amount
Parish resident	01/07/2022	Bacs	2022/0629	EROB -Grave Space BF42	£ 200.00
Parish resident	01/07/2022	Bacs	2022/0629-1	EROB - Grave Space Z15	£ 200.00
Lincs Coop	06/07/2022	Bacs	2022/0607-2	EROB & Interment - Grave Space Z14	£ 350.00
HMRC	06/07/2022	Bacs		VAT Refund 01/07/21 - 31/05/2022	£ 1,674.02
Parish Resident	08/07/2022	Chq	2022/0613	EROB - Grave Space BB59	£ 200.00
				Total Income	£ 2,624.02
Payments	Date	Cheque	REF/INV	Reason	Amount
Microsoft	01/07/2022	Bacs	E01001SPSW	Monthly Subscription	£ 18.12
Helping Hands	06/07/2022	Bacs		Grass Cutting	£ 2,784.00
G Worth	06/07/2022	Bacs			£ 900.00
Scotter Pre-School	11/07/2022	Bacs		Approved Grant	£ 346.14
Internal Transfer	11/07/2022	Bacs		Internal transfer to general reserves	£ 7,300.00
S R Brown	12/07/2022	Bacs	108	Removal of mud from Cemetery	£ 480.00
HMRC	12/07/2022	Bacs	Month 3		£ 77.65
Tesco	14/07/2022	Card		Paper, Pouches	£ 9.00
Susworth Notice Board	18/07/2022	Bacs		3 years peppercorn rent	£ 3.00
Lincolnshire CC Pension	18/07/2022	Bacs			£ 333.68
HP Instant Ink	20/07/2022	Bacs	54425	Printing Subscription	£ 4.49
Giff Gaff	27/07/2022	Bacs	1658878616200	Mobile Phone	£ 10.00
				Total Expenditure	£ 12,266.08
Account Start Balance			£ 71,344.80		
Payments			£ 12,266.08		
Receipts			£ 2,624.02		
End Balance			£ 61,702.74		

- b.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/08/2022 – 31/08/2022

Receipts	Date	Ref	Our Inv	Reason	Amount
Retford Memorials	02/08/2022			Mem permit - Cooper V5	£ 80.00
				Total Income	£ 80.00
Payments	Date	Cheque	REF/INV	Reason	Amount
Amazon	01/08/2022	Card		Signs for Cemetery	17.30
Microsoft	01/08/2022	Bacs	E0100J6BP2	Monthly Subscription	18.12
K Mathieson	03/08/2022	Bacs			£ 1,078.48
G Worth	03/08/2022	Bacs	Inv 74,75,76	Grounds Person Hours	£ 975.00
S Smith & Co Accountants	03/08/2022	Bacs	INV-20390	Payrole	£ 15.00
Toolchimp	17/08/2022	Card	195030	Padlocks for new SID's	£ 31.47
HMRC	20/08/2022	Bacs		Month 4	£ 47.64
S Smith & Co Accountants	20/08/2022	Bacs	INV-20522	Payrole	£ 15.00
Lincolnshire CC	20/08/2022	Bacs			£ 333.68
HP Instant Ink	21/08/2022	Bacs	66051	Monthly subscription	£ 4.49
K Mathieson	22/07/2022	Bacs		Travel Expenses	£ 67.50
G Worth	30/08/2022	Bacs	Inv 81,82,83,84		£ 949.63
ROSPA Play Safety	30/08/2022	Bacs	65639	Annual Inspection of Parks and Muga	£ 336.00
K Mathieson	30/08/2022	Bacs			£ 1,078.28
Giff Gaff	30/08/2022	Bacs		Mobile Phone	£ 8.00
				Total Expenditure	£ 4,975.59

Account Start Balance	£ 61,702.74
Payments	£ 4,975.59
Receipts	£ 80.00
End Balance	£ 56,807.15

- c.) Confirm Bank Balance and Statements as at 31/08/2022
 Co-operative Bank Account No 61038985 – balance £56,807.15
 Co-operative Bank Account No 61797792 – balance £138,218.56 Ear marked reserves
 Co-operative Bank Account No 61797404 – balance £14,793.35 General Reserves

- d.) Payments for approval
 Reimburse Speedwatch for sign clamps - £60.98
 Christmas Tree - £162.00 [LGA 1972 S137](#)
 SWMPFC, Muga Electric - £0.75

- 20 Urgent Highways or Maintenance Matters**
21 Agenda next meeting – to take any items from members
22 To Confirm Date of Next Meeting – 17 October 2022

In view of the confidential nature of the business about to be transacted it is advisable in the public interest that the press and public are excluded and they are instructed to withdraw. (The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2))

Confidential Matters

- 23 **To review ongoing matters for Parson's Field and discuss advice received from Paul Fox Estate Agents**
Email circulated on 30/08/2022
- 24 **To discuss response from Director of Corporate Services at WLDC**
- 25 **To review the response from solicitors regarding Southcliffe Road**
Solicitor email circulated on 30/08/2022