



# Scotter Parish Council

The Clerk for the meeting: Kyela Mathieson  
First Floor – Scotter Village Hall, Scotton Road, Scotter,  
DN21 3SA  
Tel: 07739 312997  
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Minutes of the meeting for Scotter Parish Council held on 26 September 2022, held at Scotter Village Hall.

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

**Parish Councillors Absent: Cllr Alex Johns**

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

## Public Participation

District Councillor Lesley Rollings is continuing to support Scotter with the flood prevention. Village Hall Chair advised they were successful in obtaining a grant from the lottery of £9,450 towards the new boiler. He thanked the parish council for their support towards the boiler via a grant of £3500. Playing Fields Committee Chair advised that the plans for the pre-school extension have been submitted to district council. They are planning an open day on 16 October to celebrate the 60<sup>th</sup> anniversary. They have plans to demolish the old tennis hut and replace it with a youth shelter/hangout.

Cllr Harper opened the meeting at **7.10pm**

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### **2209/1** Apologies for Absence

Apologies and reason received from Cllr Ward, Cllr Kaila & Cllr Johns

It was proposed, seconded and

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

### **2209/2** To receive dispensations or declarations of interest under the Localism Act 2011

**No declarations or dispensations received**

### **2209/3** To approve as a true record the Full Parish Council Meeting minutes held on 18 July 2022 and sign accordingly

It was proposed, seconded and

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

### **2209/4** Chairs Report

**No report submitted**

### **2209/5** Clerks Report and update on matters from the last meeting

The mugs lights have now been replaced with LED's.

Car accident on Northmoor Road, the barrier was damaged and has been removed. Clerk will ask LCC why it has not been reinstated.

### **2209/6 Sub Groups, Community Clubs and Associations Items for Update or Discussion**

- a) Village Hall – Update given in public session
- 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 - **Noted**
- c) Speed Watch – Clerk read out report - **Noted**
- d) Sports Clubs – None
- e) Eau Centre and Scotter Library - None

- f) Playing Fields Committee – Email received regarding the PFC 60<sup>th</sup> Anniversary, they are planning celebrations on 16<sup>th</sup> October requesting if the Parish Council would consider holding an open cinema event  
Proposed, seconded and  
**Resolved to fund an outdoor cinema event and work in partnership with the Playfields Committee to organise the event.**

#### **2209/7 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 12<sup>th</sup> 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

**Resolved to note the items**

#### **2209/8 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.

Proposed, seconded and

**Resolved that Cllr Hunter will attend the meeting on behalf of the Parish Council**

#### **2209/9 Flooding Update**

Discuss the option of an independent survey. Continuing to liaise with WLDC. The EA have advised they are arranging a public meeting,

Proposed, Seconded and

**Resolved to delay arranging a parish council public meeting and await more information on what the EA is planning for their meeting.**

#### **2209/10 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

**Noted**

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

This item was not discussed as the deadline had already passed. The parish council meeting was delayed due to national mourning and therefore missed the deadline for comments

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

Conversion of garage with single storey extension to front

Proposed, seconded and

**Resolved to submit no comment**

**2209/11** To discuss remedial work required at the war memorial

Clerk confirmed that the war memorial is on our asset register and has been as far back as records show. Following discussion with the Playing Field Committee they have confirmed they are not responsible for the war memorial. There is a war memorial restoration fund that could be applied to for remedial work but this could not be applied for retrospectively.

**Resolved to close the meeting at 7.56pm and re-opened at 7.58pm to allow a member of the public to speak.**

**Resolved for Cllr Wotherspoon, Cllr Wood and Cllr Boulton to have a site meeting and discuss urgent actions required to make the war memorial safe and actions required for a full renovation. Clerks delegated spending authority increased to £2000 in respect of the urgent work required for the war memorial and to obtain quotes and grant funding for the renovation work. Clerk to ensure an annual risk assessment and maintenance plan is in place once the restoration work is complete.**

**2209/12** To receive a report following the annual bench inspection and discuss/agree the remedial work required.

Proposed, seconded and

**Resolved to proceed remove the 2 existing benches and with purchase of a new bench as per Quote 1 noted on the report. Bench to be purchased in brown.**

**2209/13** Chafer Grubs on The Green - To discuss and decided on a course of action

Proposed, seconded and

**Resolved for Cllr Wotherspoon, Cllr Wood and Cllr Boulton to investigate and report back their findings. Grass cutting contractor to be asked to take more care when cutting the green.**

**2209/14** 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

Proposed, seconded and

**Resolved to adopt all policies and accept all amendments under review.**

**2209/15** To review the risk assessment for the MUGA and discuss purchase of a sign.

Proposed, seconded and

**Resolved to adopt the risk assessment and clerks draft wording of signage. New sign to be purchased with agreed expenditure of upto £250.**

**2209/16** To receive an update on the water supply for Scotterthorpe Allotments

Cllr Boulton and Cllr Wood have investigated and confirmed the existing pipe would not be safe to use. A new plastic pipe will be required. Recommended pipe and one tap to be installed at the half way point of the allotments as allotment holders are still to be encouraged to harvest rainwater where possible.

Proposed, seconded and

**Resolved for the Clerk to get quotes for consideration for pipe to be laid to the half way point of the allotments and one tap installed. Tap to be automatic shut off to prevent being left switched on.**

**2209/17** To receive an update on Gainsborough Road Zebra Crossing

No update at this time, Cllr Johns to provide an update for the next meeting

**2209/18** To discuss and consider forming a WhatsApp group for councillors and clerk

A discussion took place, no vote was taken as the existing arrangement of communication via email was deemed adequate. Council were reminded that communication by email relies upon them to check it regularly especially for urgent matters. No action taken on urgent matters through a lack of response will not be to the detriment of the clerk.

**2209/19** Finance update and payments

a.) To 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
				<b>Total Income</b>	<b>£ 2,624.02</b>

Payments	Date	Cheque	REF/INV	Reason	Amount
Microsoft	01/07/2022	Bacs	E0100ISPSW	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
				<b>Total Expenditure</b>	<b>£ 12,266.08</b>

<b>Account Start Balance</b>	<b>£ 71,344.80</b>
<b>Payments</b>	<b>£ 12,266.08</b>
<b>Receipts</b>	<b>£ 2,624.02</b>
<b>End Balance</b>	<b>£ 61,702.74</b>

b.) To 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
				<b>Total Income</b>	<b>£ 80.00</b>

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
				<b>Total Expenditure</b>	<b>£ 4,975.59</b>

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

Cllr Wotherspoon and Cllr Watson viewed the online banking, bank balances to confirm the accounts prior to the meeting.

Proposed, seconded and

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

**2209/20** Urgent Highways or Maintenance Matters

Clerk to contact LCC to find out why the road barrier on Northmoor Road which was damaged in a car accident has not been reinstated.

**2209/21** Agenda next meeting – to take any items for members

Gainsborough Road zebra crossing

**2209/22** To Confirm Date of Next Meeting – 17 October 2022

Confirmed

**Members of the Public left, meeting went into closed session.**

[The Public Bodies \(Admission to Meetings\) Act 1960 Sec 1 \(2\)](#)

**2209/23** To review ongoing matters for Parson's Field and discuss advice received from Paul Fox Estate Agents

Proposed, seconded and

**Resolved to proceed with the advice given by Paul Fox Estate Agents as per their email dated 22/08/2022. Request they negotiate on our behalf and confirm their fees.**

9.28pm Cllr Kaila left the meeting

**2209/24** To discuss response from Director of Corporate Services at WLDC

Following discussion it was proposed, seconded and

**Resolved the Chair and Clerk to create a time line report with the view to releasing a public statement**

**2209/25** To review the response from solicitors regarding Southcliffe Road

No update at this time, Clerk expressed frustration at the delays in responses from solicitors. Clerk to continue to chase and work with Cllr Wotherspoon, Chair and Cllr Hunter for any urgent matters arising as previously agreed

Meeting closed 9.45pm