



# 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 **19 December 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 14 December 2022

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## **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 21 November 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 requesting permission to use The Green for the Classic Car Event next year on 7<sup>th</sup> June 2023
- c) Speed Watch
- d) Sports Clubs
- e) Eau Centre and Scotter Library
- f) Playing Fields Committee

**7 Correspondence Items for noting**

LALC News – Circulated by email 29/11/22  
 LALC News – Circulated by email 12/12/22  
 West Yorkshire Pension Fund contributions agreement for the next 3 years – Circulated 13/12/22

**8 Flooding Update**

- a) To discuss writing to the Environment Agency to formally ask for support and permission to carry out maintenance work on the River Eau.
- b) To discuss writing to Scunthorpe and Gainsborough Internal Drainage Board to ask if they would use their expertise and support Scotter Parish Council with carrying out any works approved.

**9 To consider adoption of**

- a) Statement of Internal Controls
- b) Volunteer Policy
- c) Child Protection and Vulnerable Adults Policy

**10 To appoint the internal auditor for the end of the financial year (2022/23) review**

**11 To review allotment rental fees at both allotment sites, receive an update and consider actions required following a recent inspection. To consider the Clerk attending allotment training in March at a cost of £25.00**

**12 To review and consider the budget options for the 2023/24 financial year and agree the precept request**

**13 Finance update and payments**

- a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/11/2022 – 30/11/2022

No income for this period.

Payments	Date	Cheque	REF/INV	Reason	Amount
Microsoft	01/11/2022	B	E0100KP3MS	Monthly Subscription	£ 18.12
Amazon	01/11/2022	B			£ 16.27
G Worth	03/11/2022	B	1,2,3		£ 1,005.00
Lincolnshire CC	15/11/2022	B			£ 333.68
Instant Ink	22/11/2022	B	IIUKDN1055320018	Monthly subscription	£ 4.49
G Worth	28/11/2022	B	6,7,8		£ 900.00
K Mathieson	28/11/2022	B			£ 1,513.45
SWMPF	28/11/2022	B	104	Muga Electric	£ 71.21
SLCC	28/11/2022	Card		Annual Membership	£ 171.00
Giff Gaff	28/11/2022	B	1669509472289	Mobile Phone	£ 8.00
				Total Expenditure	£ 4,041.22

Account Start Balance	£ 38,834.48
Payments	£ 4,041.22
Receipts	£ -
End Balance	£ 34,793.26

- b.) Confirm Bank Balance and Statements as at 30/11/2022  
 Co-operative Bank Account No 61038985 – balance £34,793.26  
 Co-operative Bank Account No 61797792 – balance £138,373.95 Ear marked reserves  
 Co-operative Bank Account No 61797404 – balance £14,807.85 General Reserves
- c.) Payments for approval  
 Scotter Village Hall, office rental 13wks up to 31/12/22 - £325  
 R J Coleman, Christmas tree electricity supply as per quote - £1,479.11 inc VAT

- 14 Urgent Highways or Maintenance Matters**
- 15 Agenda next meeting – to take any items from members**
- 16 To Confirm Date of Next Meeting – 16 January 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**

- 17 To discuss land agent options for Goosemoor Land**
- 18 To consider the response from Solicitors for Southcliffe Road**  
 Circulated by email 24/11/22