



Scotter Parish Council

The Clerk for the meeting: Kyela Mathieson
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Minutes of the Annual meeting of Scotter Parish Council held on 22 May 2023, held at Scotter Village Hall.

Parish Councillors Present: Cllr Kevin Watson - Chair, Cllr Paul Boulton – Vice Chair, Cllr Rachel Hunter, Cllr Alex Johns, Cllr Dave Ward, Cllr Bali Kaila, Cllr Ian Thomas, Cllr Colin Wotherspoon, Cllr David Green

Parish Councillors Absent:

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

Public Participation

Member of the public addressed council with their concerns around the recent increase in crime and the lack of police support.

Cllr Watson opened the meeting at **7.05pm**

Items were taken out of order from the agenda and as a result the numbering will be out of sequence.

2305/1 Election of the Chairperson for the year commencing May 2023

Proposed, seconded and

Resolved to appoint Cllr Kevin Watson as Chairperson. The acceptance of office was signed by Cllr Watson.

2305/2 Election of the Vice Chair for the year commencing May 2023

Proposed, seconded and

Resolved to appoint Cllr Paul Boulton as Vice Chair.

2305/3 To receive signed Acceptance of Office Forms and up dated Declaration of Interest Forms. To consider passing a motion to allow any absent members to sign their Acceptance of Office forms at the next full council meeting.

All Councillors Declaration of Office form were signed and witnessed by the Clerk. The Clerk will forward councillors Declaration of Interest forms and receipt of Code of Conduct forms to the district council. Any councillor who has not passed these forms to the Clerk will be required to submit them directly to district council.

Proposed, seconded and

Resolved to allow Cllr Kaila to submit his Declaration of Acceptance of Office any time until the end of the next full council meeting in June.

2305/4 Apologies for Absence

Cllr Kaila advised he will be attending but may be a late.

Chair proposed a motion to move agenda item 11 forward – Resolved to agree.

2305/11 To consider any applications received for co-option

Following review of the application it was proposed, seconded and unanimously

Resolved to Co-opt Mr David Green to the Parish Council. The Declaration of acceptance of office was signed accordingly and Cllr Green was invited to join the meeting.

2305/5 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.

None

7.15pm Cllr Kaila joined the meeting

2305/6 Appointments to Parish Council and review the appropriate Term of Reference

a) Flooding Working Group

Proposed, seconded and

Resolved to appoint Cllr Boulton and Cllr Wotherspoon, members of the public are welcomed to participate in this group.

b) Personnel Committee

Proposed, seconded and

Resolved to appoint Cllr Hunter, Cllr Johns, Cllr Boulton and Cllr Green

c) Planning Committee

Proposed, seconded and

Resolved to dissolve this committee

d) Community Emergency and Emergency Plan Working Group

Proposed, seconded and

Resolved to appoint Cllr Ward, Cllr Johns and Cllr Green, members of the public are welcomed to participate in this group

e) Play Area Inspections

Proposed, seconded and

Resolved to appoint Clerk and Grounds Person and Cllr Boulton

f) Parson Field Inspection

Proposed, seconded and

Resolved to appoint Cllr Hunter, Cllr Ward and Cllr Green

g) Speed Watch Working Group

Proposed, seconded and

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

h) Rookery Park Renovation Working Group

Proposed, seconded and

Resolved to appoint Cllr Thomas and Cllr Boulton, members of the public are welcomed to participate in this group.

2305/7 Appointments to Outside Bodies

a) Village Hall

b) Scotter War Memorial & Playing Fields Committee

c) Scotter Forward

d) Eau Centre

e) Sporting Groups

Following discussion it was proposed, seconded and

Resolved to arrange a community meeting to review ways of working together more efficiently and collaboratively. Appointments to outside bodies will be reviewed following this meeting.

2305/8 Annual Financial Review

a) Standing Orders

Proposed, seconded and

Resolved to accept including the changes to responding to planning applications.

- b) Financial Regulation
Proposed, seconded and
Resolved for Clerk to investigate if there is a requirement for payments of over £100 and £500 to have authorisation.
- c) Agree pre-approved payments list as per Financial Regulations
Pre-approved payments list previously circulated and read out
Proposed, seconded and
Resolved to agree the pre-approved payment list, in line with Financial Regulations
- d) Confirm approved cheque signatories and consider 2 person authorisation
Proposed, seconded and
Resolved to appoint Cllr Boulton and Cllr Green and include 2 person authorisation for both councillors.

2305/9 To approve meeting dates for the forthcoming year
Proposed, seconded and
Resolved to approved

2305/10 To approve as a true record the Full Parish Council Meeting minutes held on 17 April 2023 and sign accordingly
Proposed, seconded and
Resolved to approve the minutes noted above, minutes duly signed by the Chair

Resolved to adjourn the meeting for a comfort break at 7.55pm and reopened at 7.58pm

2305/12 Clerks Report and update on matters from the last meeting
Internal audit is completed and will be reviewed at next meeting.
County Cllr Perraton-Williams has requested the halo lighting to be considered as one of her priorities for her area, she will let us know the outcome.
Clerk read out some emails from Lincolnshire Police, advising of staffing and new initiative for community engagement.
Proposed, seconded and
Resolved for Clerk to respond to Lincolnshire Police to advise we are keen to engage and could the process be accelerated due to recent concerns, waiting till December is unacceptable. Clerk to push 101 reporting on social media. Clerk to contact County Cllr and ask for a review of the lighting following the recent crime wave.

2305/13 Sub Groups, Community Clubs and Associations Items for Update or Discussion

- a) Village Hall - None
- b) Scotter Forward – Classic car event is organised for 7th June.
- c) Speed Watch – Monthly report circulated 09/05/23
- d) Sports Clubs - None
- e) Eau Centre and Scotter Library - None
- f) Playing Fields Committee – Ideas being discussed for the old tennis courts
- g) Scotter Community Forum – Continuing to look into reviewing the Parish Plan

2305/14 Correspondence Items for noting

Lalc News – Circulated by email 17/04/2023 and 02/05/2023
Lincolnshire County Council Town and Parish News – Circulated 25/04/2023
LALC Training Briefing – Circulated 02/05/2023

Following contact from a resident, a request for support was made to County Councillor Perraton-Williams to review the speed limit on Messingham Road, specifically following the additional new

housing which still falls into the 60mph speed limit. Email from County Councillor received and circulated on 09/05/2023 confirming that having spoken to highways they will put this on the list for assessment as highway believe it would meet the criteria to be changed.

Noted by council members

2305/15 Correspondence Items for action / discussion

WLDC – New Shared Prosperity Funding Scheme – Circulated 20/04/2023

WLDC – Large Village Retail Area Funding Scheme – Circulated 20/04/2023

Clerk Advised that she had attended the webinar from WLDC explaining the new funding streams.

Scotter has been allocated £6,000 to increase footfall within the business area and £3,000 to promote events and bring in visitors.

Proposed, seconded and

Resolved to apply for a mobile PA system to help with the village events. Clerk to process application. Review the footfall application at a later date.

Public Rights of Way notification – Circulated by email 09/05/2023

Proposed, seconded and

Resolved to respond asking for credentials.

2305/16 Flooding Update

Email from Scunthorpe & Gainsborough Water Management Board - circulated 02/05/2023 discussion and response required.

Proposed, Seconded and

Resolved to arrange to meet S&GWMB at the river to discuss requirements.

2205/17 Planning for consideration and comment

a) Planning Application 146094 - Advertisement consent to display double-sided directional sign Land adjacent to East Ferry Timber, 3, Brigg Road, Scotter, Gainsborough, Lincolnshire, DN21 3HU Due to deadline imposed by WLDC Planning Department, council considered this application via email and have submitted an objection due to the size and scale of the sign.

Proposed, seconded and

Resolved to note the response retrospectively

b) Planning Application 146657 - Planning application to erect 1no. dwelling with detached garage - Land rear of 53 & 55 Gainsborough Road Scotter Gainsborough DN21 3RU

Proposed, seconded and

Resolved to respond – no comment

2205/18 To receive and update on negotiations for the renewal lease with Northern Power Grid for the substation on Riverside.

Proposed, seconded and

Resolved to accept the revised terms. Upon receipt of the revised heads of terms they are to be circulated and if there are no objections from members once read, they can be accepted and signed accordingly.

2305/19 Finance update and payments

- a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/04/2023 – 30/04/2023

Date	Receipt	Ref	Our Inv	Reason	Amount
30/03/2023	Allotment	Bacs		2023 Allotment Fee	£ 20.00
03/04/2023	Allotments	Bacs		2023 Allotment Fee	£ 70.00
03/04/2023	Hetts Solicitors	Bacs		Balance from Rookery Park S106 agreement	£ 3,210.00
03/04/2023	WLDC	Bacs		Precept	£ 73,200.00
05/04/2023	Allotments	Bacs		2023 Allotment Fee	£ 70.00
06/04/2023	Allotments	Bacs		2023 Allotment Fee	£ 10.00
11/04/2023	Allotments	Bacs		2023 Allotment Fee	£ 40.00
11/04/2023	Goosemoor Tenant	Bacs		6 month rental increase	£ 491.00
14/04/2023	Allotments	Bacs		2023 Allotment Fee	£ 10.00
19/04/2023	Allotments	Bacs		2023 Allotment Fee	£ 10.00
21/04/2023	Allotments	Bacs		2023 Allotment Fee	£ 20.00
25/04/2023	WLDC	Bacs		CIL Payment	£ 522.36
26/04/2023	Allotments	Bacs		Allotments	£ 10.00
27/04/2023	Allotments	Cash		2023 Allotment Fee	£ 80.00
28/04/2023	Samuel Jacob Memorials	Bacs	2324-35	Memorial Fee	£ 80.00
28/04/2023	Samuel Jacob Memorials	Bacs	2324-36	Memorial Fee	£ 80.00
				Total Income	£ 77,923.36

Date	Payment	Cheque	REF/INV	Reason	Amount
03/04/2023	Microsoft	Bacs	E0100N4BJ2	Monthly Subscription	£ 19.92
19/04/2023	HP Instant Ink	Bacs	IIUKDN1063498805	Ink subscription	£ 4.49
25/04/2023	Co-op	Card		Biscuits for training event	£ 6.85
25/04/2023	HMRC	DD			£ 247.77
26/04/2023	LALC	Bacs	13657	Annual Website Support	£ 60.00
26/04/2023	LALC	Bacs	13492	Annual Training Scheme Membership	£ 186.00
26/04/2023	LALC	Bacs	13340	Annual Association Membership	£ 637.41
26/04/2023	Scunthorpe and Gains Water Management Board	Bacs	280244-1	Annual Drainage Rates - Allotments	£ 7.60
27/04/2023	Giff Gaff	Bacs	1682552533802	Mobile Phone Contract	£ 8.00
				Total Expenditure	£ 1,178.04

Account Start Balance	£ 24,844.87
Payments	£ 1,178.04
Receipts	£ 77,923.36
End Balance	£ 101,590.19

b.) Confirm Bank Balance and Statements as at 30/04/2023

Co-operative Bank Account No 61038985 – balance £101,590.19

Co-operative Bank Account No 61797792 – balance £138,996.04 earmarked

Co-operative Bank Account No 61797404 – balance £14,874.42

c.) Payments for approval

SWMPFC - MUGA electric - £137.26

Eau Centre – Hall Hire - £22.00

TVES – Investigation into time clock problems - £72.00 Inc VAT

Approval required to move £5,794 to Ear Marked reserves account and be included in the existing earmarked reserves for Rookery Park. This equates to the final balance Hetts was holding and the monies recovered for loss of interest due to late payment.

Proposed, seconded and

Resolved to approve bank balances and statements as seen by council. Payment and virement of money approved.

2305/20 Urgent Highways or Maintenance Matters

None

2305/21 Agenda next meeting – to take any items for members
Review of unspent balances from 2022/23
Promotional signage

2305/22 To Confirm Date of Next Meeting – 19 June 2023

Meeting closed 8.49pm

DRAFT