



# 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 **16 October 2023 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 11 October 2023

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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 18 October 2023 and sign accordingly.**

### **4 Clerks Report and update on matters from the last meeting.**

### **5 Sub Groups, Community Clubs and Associations Items for Update or Discussion.**

- a) Speedwatch – To consider request for ‘Community Speedwatch operate in this area’ signs.
- b) Village Hall – Email circulated 11/10/2023 requesting a meeting with the Parish Council and Preschool Committee to review the procedure for sharing the building.
- c) Pump Track Community Group – Project Plan circulated by email on 18/09/2023

**6 Correspondence items for noting**

LALC News, – Circulated by email on 29/09/2023  
 LCC Town and Parish Council Newsletter - circulated by email on 29/09/2023  
 WLDC Democratic Services, Review of polling districts, polling places and polling stations – Circulated by email 04/10/2023

**7 Correspondence items for discussion and or action**

Email from resident asking for support regarding the condition of Westcliffe Road footpath – circulated by email on 20/09/2023  
 Police Council Engagement Session Invite – Circulated by email on 04/10/2023  
 Email WLDC request the Parish Council consider taking on the maintenance of and area on Darbeck Road – Circulated by email on 25/09/2023

**8 To review and consider responses to the following planning applications and any applications that may have been received following the agenda being set.**

**a) Planning Application – 147289**

Planning application to erect single storey front extension.  
 3, Cecil Close, Scotter, Gainsborough, Lincolnshire, DN21 3SJ.  
[WLDC Planning Application 147289](#)

**b) Planning Application – 147423**

Planning application to erect 1no. dwelling with detached garage and workshop  
 Land at Prospect Farmhouse, Main Street, Scotterthorpe, Gainsborough, DN21 3JL  
[WLDC Planning Application 147423](#)

**9 Flooding Group Update.**

**10 Allotment Update.**

**11 Parson’s Field Update.**

Retrospective approval required for purchase of signage under clerks delegated powers due to digging continuing.

**12 To review the Parish Council insurance renewal and consider alternative quotes.**

**13 Finance update and payments**

- a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/09/2023 – 30/09/2023

Date	Receipts	Ref	Our Inv	Reason	Amount
01/09/2023	J Naylor	Chq	2324-50	Ashes Interment	£ 75.00
25/09/2023	Allotment Fee Plot 11	B	2324-46	New Tenant	£ 20.00
				Total Income	£ 95.00

Date	Payment	Cheque	REF/INV	Reason	Amount
01/09/2023	Microsoft	Bacs	E01000QQ0J	Monthly Subscription	£ 19.92
04/09/2023	S Smith & Co Accountants	Bacs	22391	Wage Role	£ 15.00
04/09/2023	Lincolnshire CC	Bacs			£ 382.72
04/09/2023	Scotter Village Hall	Bacs	63	Office Rental	£ 650.00
04/09/2023	K Mathieson	Bacs			£ 1,148.88
05/09/2023	G Worth	Bacs	57,58,59		£ 990.00
20/09/2023	HP Instant Ink	Bacs	IIUKDN1072094117	Subscription	£ 4.49
25/09/2023	ROSPA	Bacs	74305	Annual Inspection	£ 360.00
25/09/2023	I G Watson	Bacs		Parson's maintenance	£ 1,440.00
25/09/2023	Wave	Bacs	12502599	Scotterthorpe Allotments Water Bill	£ 17.51
25/09/2023	Wave	Bacs	12504282	Cemetery Water Bill	£ 19.29
26/09/2023	PKF Littlejohn	Bacs	SB2023 1650	External Audit Fees	£ 378.00
26/09/2023	K Mathieson	Bacs			£ 1,149.08
27/09/2023	Giff Gaff	Bacs		Mobile Phone	£ 8.00
27/09/2023	Amazon	Bacs	116215	No Ball Games - Signs	£ 15.74
				Total Expenditure	£ 6,598.63

Account Start Balance	£ 64,722.45
Payments	£ 6,598.63
Receipts	£ 95.00
End Balance	£ 58,218.82

- b.) Confirm Bank Balance and Statements as at 30/09/2023  
Co-operative Bank Account No 61038985 – balance £58,218.82  
Co-operative Bank Account No 61797792 – balance £156,914.06 Ear Marked Reserves  
Co-operative Bank Account No 61797404 – balance £14,874.42 General Reserves

- c.) Payments for approval  
£4.00 - Hetts Solicitors, charge for Rookery Meadows  
£198.00 inc VAT- W & Ac Rose, Christmas Tree  
£87.74 inc VAT – John Espin Signs, Parson's signage

- 14 Urgent Highways or Maintenance Matters.**
- 15 Agenda next meeting – to take any items from members.**
- 16 To Confirm Date of Next Meeting – 20<sup>th</sup> November 2023.**