



# 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 **18 December 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 12 December 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 November 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 – SID report circulated by email on 12/12/2023.
- b) Scotter Pre School – To consider and agree the shared building agreement.

**6 Correspondence items for noting.**

LALC News, – Circulated by email on 27/11/2023 & 11/12/2023.  
 Neighbourhood Policing Team Newsletter – circulated by email 15/11/2023.  
 Neighbourhood Policing Team Christmas Safety Information - circulated by email 11/12/2023.  
 LCC Town and Parish Council Newsletter - circulated by email on 11/12/2023.  
 WLDC Parish News Letter - Circulated by email 28/11/2023.  
 LCC Town and Parish News, Greater Lincolnshire Devolution Consultation Launched – circulated by email 11/12/2023.

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

Email from Police Inspector Mike Head regarding priorities for the area asking for input. Circulated by email 04/12/2023.

**8 Flooding Group Update.**

Consider request from a member of public to invite Sir Edward Leigh MP for a meeting with residents effected by flooding and write to the Environment Agency holding them responsible for the recent flooding by dredging up stream and impacting the residents down stream.

**9 To consider and agree the budget and precept for financial year 2024/2025.**

**10 To consider the following grant applications.**

- a) Scotter Wheelworks – further information provided.
- b) Scotter Playing Fields Committee.
- c) Eau Centre.
- d) Village Hall.

**11 To review the additional information received from Lincolnshire County Council and West Lindsey District Council. To consider their request for the Parish Council to become responsible for the maintenance of the watercourse at Darbeck Road.**

**12 To review the installation of ‘No Ball Games’ signs at the Granary Park following complaints from members of the public.**

**13 Finance update and payments**

- a.) To consider upgrading the existing accounting system to allow more efficient practises at a one off cost of £120.00
- b.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/11/2023 – 30/11/2023

Date	Receipt	Ref	Our Inv	Reason	Amount
23/11/2023	Samuel Jacob Memorials	Bacs	2324-52	Memorial Permit	£ 80.00
				Total Income	£ 80.00

Date	Payment	Cheque	REF/INV	Reason	Amount
01/11/2023	Microsoft	Bacs	E0100PQ6X	Monthly Subscription	£ 19.92
06/11/2023	Cloud Next	Bacs		IT support - email domain	£ 132.00
10/11/2023	Lincolnshire CC	Bacs		Pension	£ 382.72
15/11/2023	Land Registry	Card		Land search fee	£ 3.00
22/11/2023	Hp Instant Ink	Bacs	IIUKDN1075702091	Printing Subscription	£ 4.49
27/11/2023	Giff Gaff	Bacs	1701046726412	Mobile Phone	£ 8.00
28/11/2023	Cloud Next	Bacs		IT support - increase email storage	£ 10.64
				Total Expenditure	£ 560.77

Account Start Balance	£ 51,594.51
Payments	£ 560.77
Receipts	£ 80.00
End Balance	£ 51,113.74

- c.) To approve authority for the Clerk to pay Sutcliffe Play and East Ferry Timber invoices as per original quotes from reserves, and then submit the bank statements to FCC Communities for refund via the approved grant.
- d.) Confirm Bank Balance and Statements as at 30/11/2023  
Co-operative Bank Account No 61038985 – balance £51,113.74  
Co-operative Bank Account No 61797792 – balance £157,968.98 Ear Marked Reserves  
Co-operative Bank Account No 61797404 – balance £14,980.30 General Reserves
- e.) Payments for approval  
PDH Plumbing, allotment work £660 inc Vat  
Poppy wreath donation, £50.00 (S137)  
SWMPFC - MUGA Electric £83.51

**14 Urgent Highways or Maintenance Matters.**

**15 Agenda next meeting – to take any items from members.**

**16 To Confirm Date of Next Meeting – 15<sup>th</sup> January 2024.**