



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 February 2024 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 February 2024

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 December 2024 and sign accordingly.

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

5 Correspondence items for noting.

Speed watch report for December and yearly figures – circulated by email 03/01/24
WLDC Parish News – circulated by email 03/01/2024
WLDC Meeting Agenda link – circulated by email 17/01/2024
WLDC Standards Committee Vacancy – circulated by email 17/01/2024
Lets Talk Lincolnshire – Devolution information – circulated by email 18/01/24
Lets Talk Lincolnshire – Budget & Council Tax Proposals – circulated by email 22/01/24
LCC Town and Parish News – budget and council tax proposals 24/25- circulated by email 25/01/2024
LALC News and Training Bulletin – circulated by email 29/01/2024, 12/02/2024
Lincolnshire Environmental Crime Partnership, Info on Waste Crime – circulated by email 29/01/2024
LCC Town and Parish Newsletter, January 2024 – circulated by email 31/01/2024
Lincs Police – Neighbourhood Policing Booklet and area update – circulated by email 01/02/2024
LCC – Planning Applications Consultations Information – circulated by email 06/02/2024
Speed watch report January 2024 – circulated by email 08/02/2024
WLDC Vacancy, Volunteer Code of Conduct Standards - circulated by email 12/02/2024

Personnel Draft Minutes, for information purposes

6 Correspondence items for discussion and or action.

- a) Lincolnshire Neighbourhood Policing Parish Council Engagement Session – 6pm 4th July 24. To decide a member to attend.
- b) Kcom response to complaints – circulated by email 05/02/2024
- c) Lincolnshire Neighbourhood Policing Parish Council Engagement Session on Road Safety – 20th Feb 24 6pm. To decide a member to attend - circulated by email 05/02/24
- d) Scotter Community Forum, Questionnaire re: Summer Fayre - circulated by email 23/01/2024
- e) Proposed TRO, yellow lines on Church Lane – To ratify the response already sent due to the deadline of 26/01/2024

7 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 – 147826

Planning application to erect detached double garage.
12, High Street, Scotter, Gainsborough, Lincs, DN21 3TW
[WLDC Planning Application - 147826](#)

b) Planning application – 147856

Planning application for proposed new dormers and external alterations.
77, Gainsborough Road, Scotter, Gainsborough, Lincolnshire, DN21 3RU
[WLDC Planning Application - 147856](#)

c) Planning Application – 147701 To note response already made due to deadline date.

Planning application for proposed alterations to front elevation, including replacement windows, new walls, railings, access gates, fencing and reinstate balcony to first floor.
13, High Street, Scotter, Gainsborough, Lincolnshire, DN21 3TN
The Parish Council made the observation that the proposed boundary height is not in keeping with the street scene of the village along High Street.
[WLDC Planning Application - 147701](#)

- 8 Flooding Group Update.
- 9 To appoint the internal auditor for the financial year 2023/24
- 10 To receive an update of the Community Day and Annual Parish Meeting on 9th March 2024. To consider approval of £50 towards refreshments and attendance at the event.
- 11 To receive an update on the Rookery Park renovation. Approve new sign for Rookery Park, to include FCC funding logo. To consider purchase of new bin and seating/benches.
- 12 To consider the purchase of a new defibrillator and cabinet from WLDC under their scheme for a cost of £400 and choose a possible new location at the village hall.
- 13 To review the existing arrangements for emptying the litter bins on the Playing Field and consider if any changes required.
- 14 To give approval for a charity report and associate costs to be carried out on Parsons Field.
- 15 To review tree survey quote and consider approval.
- 16 Finance update and payments

a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/12/2023 – 31/12/2023

Date	Receipt	Ref	Our Inv	Reason	Amount
06/12/2023	Cemetery EROB	B	2324-55	EROB W11	£ 200.00
22/12/2023	WLDC	B		Large Village Grant	£ 5,652.74
29/12/2023	Constable Rent	B	2324-53	6 months rental	£ 780.50
				Total Income	£ 6,633.24

Date	Receipt	Cheque	REF/INV	Reason	Amount
04/06/2023	S Smith & Co Accountant	B	22712	Payroll	£ 10.00
04/12/2023	Cutting Edge Services	B	91119/0306	Grounds Maintenance	£ 286.00
04/12/2023	Scotter Village Hall	B	67	Office Rental	£ 650.00
04/12/2023	K Mathieson	B			£ 1,149.08
04/12/2023	Helping Hands	B	2065	Grass Cutting Contract	£ 1,742.00
05/12/2023	Microsoft	B	GB-TI2301448284	Monthly Subscription	£ 21.72
05/12/2023	B & Q	Card	1036688689	Pea gravel	£ 32.00
07/12/2023	Amazon	Card	GB38ACY9NAEUI	Office Shredder	£ 199.99
11/12/2023	Lincolnshire CC	B			£ 382.72
20/12/2023	HP Instant Ink	Card	IIUKDN1077356548	Ink subscription	£ 4.49
27/12/2023	Giff gaff	Card	1703638578869	Mobile Phone	£ 8.00
				Total Expenditure	£ 4,486.00

Account Start Balance	£ 51,113.74
Payments	£ 4,486.00
Receipts	£ 6,633.24
End Balance	£ 53,260.98

b.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/01/2024 – 31/01/2024

Date	Receipt	Ref	Our Inv	Reason	Amount
10/01/2024	Lincolnshire County Council			Grass Cutting Contribution	£ 1,897.70
11/01/2024	Lincolnshire Coop Funeral Care		2324-57	BC74 Full Burial	£ 250.00
17/01/2024	Internal Transfer			Transfer from Ear Marked Reserves	£ 60,010.92
25/01/2024	Northern Power			Wayleave	£ 1.50
25/01/2024	Button & Huteson FD		2324-58	EROB & Interment U8	£ 450.00
26/01/2024	C Bradley & Sons FD		2324-54	Interment Z11	£ 75.00
				Total Income	£ 62,685.12

Date	Payment	Cheque	REF/INV	Reason	Amount
03/01/2024	Cloud Next	Card	#161111	Renewal of Email Hosting	£ 119.98
04/01/2023	S Smith & Co Accountant	Bacs	23009 & 23141	Payroll	£ 30.00
04/01/2024	SWMPFC	Bacs	129	Muga Electric	£ 83.51
04/01/2024	Cutting Edge Services	Bacs	91119-0319	Grounds Maintenance	£ 495.00
04/01/2024	K Mathieson	Bacs			£ 1,772.06
04/01/2024	Wave	Bacs	12872527	Water	£ 17.32
04/01/2024	Wave	Bacs	12874469	Water	£ 24.44
05/01/2024	Microsoft	Bacs	G035912956	Monthly Sunscription	£ 21.72
17/01/2024	Lincolnshire CC	Bacs			£ 675.86
17/01/2024	Sutcliffe Play	Bacs	OP-1123366	Rookery Park Equipment	£ 23,990.35
22/01/2024	HP Instant Ink	Card	IIUKDN1079246995	Monthly subscription	£ 4.49
22/01/2024	Sutcliffe Play	Bacs	OP-1123433-123564	Rookery Park Equipment	£ 21,254.57
24/01/2024	PDH Plumbing	Bacs	186730	Work at Scotterthorpe Allotment	£ 660.00
24/01/2024	S Smith & Co Accountant	Bacs	INV-23277	Payroll	£ 15.00
24/01/2024	East Ferry Timber	Bacs	3019	Rookery Park Fencing	£ 14,766.00
24/01/2024	Poppy Shop	Bacs		Donation	£ 50.00
25/01/2024	HMRC	Bacs			£ 562.60
26/01/2024	SLCC	Card	MEM246011-1	Annual Membership	£ 177.00
29/01/2024	Giff Gaff	Bacs		Mobile Phone	£ 8.00
				Total Expenditure	£ 64,727.90

Account Start Balance	£ 53,260.98
Payments	£ 64,727.90
Receipts	£ 62,685.12
End Balance	£ 51,218.20

c.) Confirm Bank Balance and Statements as at 31/01/2024

Co-operative Bank Account No 61038985 – balance £51,218.20

Co-operative Bank Account No 61797792 – balance £97,958.06 Ear Marked Reserves

Co-operative Bank Account No 61797404 – balance £14,980.30 General Reserves

d.) Payments for approval

LALC Annual Fees, approval for payment in April 24 - £658.74 & £198.00 for training scheme SWMPFA, MUGA electric £254.54

WLDC, Defibrillator Annual Maintenance Membership - £275.00

17 Urgent Highways or Maintenance Matters.

18 Agenda next meeting – to take any items from members.

19 To Confirm Date of Next Meeting – 18th March 2024.