



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 March 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 13 March 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 19 February 2024 and sign accordingly.

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

5 Correspondence items for noting.

LALC News – circulated by email 26/02/2024

WLDC Meeting agenda – Circulated by email 26/02/2024

LCC Town and Parish Newsletter – circulated by email 27/02/2024

LCC Section 19 Flood Investigation Notification - circulated by email 04/03/2024

Lincolnshire Police Engagement on Road Safety follow up information - circulated by email 04/03/24

Speed Watch February Report - circulated by email 13/03/2024

6 Flooding Group Update.

7 To review signage for Parson’s Wood and consider if new signs are required.

8 To consider adoption of a new allotment policy and review allotment charges for financial year 2025/26.

9 To review the existing grass cutting maintenance contract and consider extension of existing contractor.

10 To review and approve the up to date asset register.

11 Finance update and payments

a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/2/2024 – 29/2/2024

Date	Receipt	Ref	Our Inv	Reason	Amount
06/02/2024	Jason Treadgold FD		2324-44	Memorial Application	£ 80.00
06/02/2024	WLDC			Grant for Marquee	£ 452.66
07/02/2024	Samual Jacob Memorials		2324-49	Add Inscription	£ 25.00
08/02/2024	C Bradley & Sons		2324-60	Interment of Ashes	£ 75.00
19/02/2024	MOP		2324-62	EROB	£ 200.00
				Total Income	£ 832.66

Date	Payment	Cheque	REF/INV	Reason	Amount
02/02/2024	A Shaw	Bacs		Finance Workbook	£ 120.00
02/02/2024	K Mathieson	Bacs			£ 1,225.70
06/02/2024	Microsoft	Bacs	G038105918	Subscription	£ 21.72
07/02/2024	Lincolnshire CC	Bacs			£ 415.33
07/02/2024	Cutting Edge Services	Bacs	91119/0325		£ 627.00
13/02/2024	Post Office	Card		Stamps	£ 12.00
13/02/2024	Cutting Edge Services	Bacs	91119/0329		£ 660.00
21/02/2024	HP Instant Ink	Bacs	IIUKDN1080967608	Ink Subscription	£ 4.49
27/02/2024	Giff Gaff	Bacs	1708995261056	Mobile Phone	£ 8.00
28/02/2024	Amazon	Card	INV-GB 1620950905-2024-1499	Gazebo Side panels	£ 86.24
28/02/2024	SWMPFA	Bacs	136	Muga Electric	£ 254.54
28/02/2024	K Mathieson	Bacs			£ 1,225.50
28/02/2024	WLDC	Bacs	14948	Annual Defib Scheme	£ 75.00
28/02/2024	WLDC	Bacs	14949	Annual Defib Scheme	£ 100.00
28/02/2024	WLDC	Bacs	14950	Annual Defib Scheme	£ 100.00
29/02/2024	Amazon	Card	GB41DWJV4AEUI	Gazebo	£ 259.90
29/02/2024	Amazon	Card	GB41DX3FSAEUI	Gazebo	£ 259.90
				Total Expenditure	£ 5,455.32

Account Start Balance	£ 51,218.20
Payments	£ 5,455.32
Receipts	£ 832.66
End Balance	£ 46,595.54

b.) Confirm Bank Balance and Statements as at 29/02/2024

Co-operative Bank Account No 61038985 – balance £46,595.54

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

c.) Payments for approval

Retrospective approval for purchase of gazebo's and planters in line with WLDC Large Village Grant Funding. To authorise expenditure by the clerk for all purchasing in line with the grant application.

17 Urgent Highways or Maintenance Matters.

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

19 To Confirm Date of Next Meeting – 15 April 2024.