



# 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 **15 July 2024** at **7pm** 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 10 July 2024.

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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](#)

## **Parish Council Meeting Agenda**

### **1 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 Annual Parish Council Meeting minutes held on 17 June 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 17/06/24 and 01/07/24
  - Lalc Training Bulletin - Circulated by email 01/07/24
  - Scotter Junior Football Club Complaint letter - Circulated by email 18/06/24
  - Scotter Forward Classic Car Event Report - Circulated by email 17/06/24
  - North Lincolnshire Council Local Plan, Gypsy and Traveller Site Consultation – Circulated by email 17/06/24
  - Moss Farm Open Day Invite – Circulated by email 18/06/24
  - Environment Agency, refurbishment of steps at Riverside – Circulated by email – 24/06/24
  - Lincolnshire County Council Town and Parish News – Circulated by email – 26/06/24
  - Scotter Community Forum, Summer Fayre Review - Circulated by email – 02/07/24
  - Scotter Village Hall Committee, minutes and agenda for next meeting - Circulated by email – 02/07/24
  - Lincolnshire Police, update and statistics for June – Circulated by email – 09/07/24
  - Speedwatch – SID reports for June – Circulated by email – 10/07/24
- 6 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 – 146648**
    - Land at Mill Hill House Gainsborough Road Scotter Gainsborough DN21 3RU
    - Outline planning application to erect 1no. single storey dwelling with access to be considered and not reserved for subsequent applications.
    - [WLDC Planning Application 146648](#)
  - b) Planning Application – WL/2024/00469**
    - Rosedale 6A Cecil Close Scotter Gainsborough DN21 3SJ
    - Planning application to erect front porch
    - [WLDC Planning Application WL/2024/00469](#)
- 7 To review the new model Financial Regulations and approve accordingly.**
  - Circulated by email 02/07/24
- 8 Flooding Update**
  - Confirmation received of planned works and costs from Internal Drainage Board – Circulated by email 10/07/24
  - Flood Resilience Team, Section 19 Investigation started and information - Circulated by email 25/06/24
- 9 To consider the grant application received from Scotter Pre-School**
  - Circulated by email – 10/07/24
- 10 To review and confirm solicitors advice in respect of the purchase of Parson's Field.**
  - Correspondence circulated by email on 10/07/24
- 11 To receive an update from the Clerk on Scotterthorpe defibrillator.**
- 12 To discuss MUGA floodlights issue and approve any action.**

**13 To consider a councillors wats app group.**

**14 Finance update and payments**

a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/06/2024 – 30/06/2024

**Payments**

Invoice Date	Supplier	Description	Net	VAT	Gross	Expense Budget
06/06/24	Microsoft	IT Subscription	18.10	3.62	21.72	IT Support
10/06/24	LPF	Pension	346.96		346.96	Pension
10/06/24	Cutting Edge Services	Grounds Maintenance	847.00		847.00	Village Person/Contract
12/06/24	Amazon 1	Fence Paint	9.75	1.95	11.70	Plants
13/06/24	Amazon 1	Grass Weed and Feed	13.29	2.66	15.95	Other
13/06/24	Amazon 1	Grass Seed	13.99	2.80	16.79	Park Repairs & Maintenance
18/06/24	Instant Ink	Ink Subscription	4.57	0.92	5.49	Stationary & Printing
31/05/24	S Smith & Co Accountant	Payroll	15.00	3.00	18.00	Audit/Accountancy
03/06/24	Marshall's Marquees	Marquee Hire	562.50	112.50	675.00	WLDC Large Village
05/06/24	Wave	Water Bill	18.12		18.12	Water Rates
05/06/24	Wave	Water Bill	25.76		25.76	Other
10/06/24	West Lindsey District Council	Defib Service Scheme	88.33	17.67	106.00	Defibrilators
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10/06/24	West Lindsey District Council	Defib Service Scheme	88.33	17.67	106.00	Defibrilators
27/06/24	Giff Gaff	Mobile Phone	6.67	1.33	8.00	Telephone
25/06/24	K Mathieson	Wages	1,045.00		1,045.00	Salaries
					3,373.49	

**Receipts**

Account	Invoice Numl	Invoice Date	Received Date	Received From	Description	Amount	Method	Income Budget
Current	2425-9	22/04/24	10/06/24	P Proctor	Allotment	10.00	bacs	Allotments
Current	2425/40	19/06/24	20/06/24	B Phillips	EROB X12	200.00	bacs	Cemetery
Current	2425/42	24/06/24	24/06/24	M Lindley	Allotment	10.00	bacs	Allotments
						Total	220.00	

Start Balance £ 99257.38  
 Receipts £ 220.00  
 Payments £ 3373.49  
 End Balance £ 96103.89

b.) Confirm Bank Balance and Statements as at 30/06/2024

Co-operative Bank Account - Current – balance £96,103.89

Co-operative Bank Account - Ear Marked Reserve – balance £167,626.93

Co-operative Bank Account - General Reserve – balance £15,102.35

c.) Payments for approval

Account	Invoice Date	Invoice Number	Supplier	Description	Net	VAT	Gross	Expense Budget
Current	29/06/24	74	Scotter Village Hall	Office Rental	650.00		650.00	Office Hire/Meeting Room Hire
Current	04/07/24	INV-8690	Lincolnshire Tree Services	Tree Work	3,690.00	738.00	4,428.00	Tree Works
Current	07/07/24	147	Scotter Memorial Playing Fields	MUGA Electric	155.68		155.68	MUGA Electrics
Current	05/07/24		Tony Shaw	IT/Accounts Support	10.00		10.00	IT Support
Current	06/06/24	2276	Cherry Bomb Face Painting	Face painter	260.00		260.00	WLDC Large Village

- 15 Urgent Highways or Maintenance Matters**
- 16 Agenda next meeting – to take any items from members**
- 17 To Confirm Date of Next Meeting – 16<sup>th</sup> September 2024**