



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 December 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 11 December 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](#)

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 18 November 2024 and sign accordingly.**
- 4 Clerks Report and update on matters from the last meeting**
- 5 Correspondence Items for noting**
 Lincolnshire Fire and Rescue, Emergency Planning Open Evening Invitation – circulated by email 18/11/2024
 WLDC Parish News – Circulated by email 25/11/24
 Let's Talk Lincolnshire, County Views Engagement & Consultation - circulated by email 26/11/24
 LCC Parish Council community Newsletter - circulated by email 27/11/2024
 LALC News - Circulated by email 02/12/2024
- 6 Correspondence for discussion and or action**
 - a) Scotter Wheel Works. To accept the gift of £367.00 due to the group folding and consider the where the donation shall be allocated.
 - b) Resident email circulated on 02/12/24 requesting a Christmas tree on The Green.
- 7 To discuss budget considerations for the financial year 2025/26.**
 Report circulated by the Clerk.
- 8 Speed Watch**
 - a) Lincolnshire Road Safety Partnership, results of Archer Survey – circulated by email 06/10/24
 - b) Request for new property purchases in line with the budget.
- 9 To receive and update on the break in at the cemetery garage and consider any actions required.**
- 10 To consider purchase of memorial bench for siting between the flower planters at The Green.**
- 11 To review public consultation report.**
- 12 Finance update and payments.**
 - a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/11/2024 – 30/11/2024

Payments

Account	Invoice Date	Supplier	Gross	Expense Budget
Current	27/11/24	Giff Gaff	8.00	Telephone
Current	06/11/24	Microsoft	21.72	IT Support
Current	28/11/24	Microsoft	21.72	IT Support
Current	01/11/24	S Smith & Co Accountant	51.00	Audit/Accountancy
Current	23/10/24	Clear Councils	1,448.14	Insurance
Current	27/11/24	LALC	87.00	Training - Staff
Current	25/11/24	Helping Hands	966.00	Grass Verge Cutting/Contract
Current	27/11/24	K Mathieson	1,281.33	Salaries
Current	21/11/24	Instant Ink	5.49	Stationary & Printing

Current	13/11/24	LPF	346.96	Pension
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Receipts

Account	Received Date	Received From	Description	Amount
Current	21/11/24	Lincolnshire County Council	Grass Cutting Contribution	4,066.90
Current	29/11/24	Robertson Memorials	Memorial Application	80.00
Current	27/11/24	Scotter Wheelworks	Gift	367.00
Current	26/11/24	Northern Power Ltd	Wayleave	12.20

Start Balance £ 45,930.76

Receipts £ 4,526.10

Payments £ 4,237.36

End Balance £ 46,219.50

b.) Confirm Bank Balance and Statements as at 30/11/2024

Co-operative Bank Account - Current – balance £46,219.50

Co-operative Bank Account - Ear Marked Reserve – balance £188,431.98

Co-operative Bank Account - General Reserve – balance £15,224.72

c.) Payments for retrospective approval

Invoice Date	Supplier	Description	Gross	Expense Budget	Bank Date
06/11/24	Microsoft	IT Subscription	21.72	IT Support	06/11/24
28/11/24	Microsoft	IT Subscription	21.72	IT Support	28/11/24
27/11/24	Rilmac	Asbestos removal	575.00	General Expenses	09/12/24
27/11/24	LALC	H & S Training	87.00	Training - Staff	28/11/24
25/11/24	Helping Hands	Grass Cutting & Hedges	966.00	Grass Verge Cutting/Contract	28/11/24
27/11/24	K Mathieson	Wages	1,281.33	Salaries	28/11/24
21/11/24	Instant Ink	Ink Subscription	5.49	Stationary & Printing	21/11/24
	SLCC	Annual Membership	183.00	Subscriptions & Memberships	09/12/24
13/11/24	LPF	Pension	346.96	Pension	21/11/24
13/12/24	LPF	Pension	456.11	Pension	09/12/24
09/12/24	Marmax Recycled Products	Benches x 3	1,274.40	WLDC Large Village	09/12/24
09/12/24	Marmax Recycled Products	Bench - Granary Fold	424.80	Street Furniture	09/12/24
03/12/24	Wybone Ltd	Bins X2	915.55	WLDC Large Village	03/12/24

d) Payment for approval

Scotter Village Hall – Office Hire 6 months £650.00

P Wood Independent Services – War Memorial work £325.00

- 13 Urgent Highways or Maintenance Matters**
- 14 Agenda next meeting – to take any items from members**
- 15 To Confirm Date of Next Meeting – 20 January 2025.**