



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 June 2025** 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.

Kyela Mathieson Clerk to the Parish Council and Responsible Finance Officer (RFO).

Date of issue 11 June 2025

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 Full Parish Council Meeting minutes held on 19 May 2025 and sign accordingly.

4 Clerks Report and update on outstanding matters.

5 Correspondence Items for noting

LALC News and Training Bulletin – circulated by email 27/05/2025, 09/06/2025

WLDC Parish News Letter - circulated by email 27/05/2025

North Lincolnshire Local Plan Initial Engagement and Call for Sites Addendum and Draft SCI consultations, May 2025

WLDC Free Workshops Available – circulated by email 11/06/2025

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 WL/2025/00165

LAND REAR OF 11 & 13 HIGH STREET SCOTTER GAINSBOROUGH DN21 3TN

Application for approval of reserved matters to erect 3no. detached dwellings, considering appearance, landscaping, layout and scale following outline planning permission 144002 granted 24 February 2022.

[WLDC Planning Application WL/2025/00165](#)

b) Planning Application WL/2025/00540

LAND AT KIRTON ROAD TO MESSINGHAM SCOTTER GAINSBOROUGH

Planning application for installation of a solar farm with associated works. (cross boundary application with North Lincolnshire Council)

[WLDC Planning Application WL/2025/00540](#)

c) Planning Application WL/2025/00578

THE JENNY WREN EAST FERRY ROAD SUSWORTH SCUNTHORPE DN17 3AS

Planning application for change of use from a former public house to create 2no. dwellings.

[WLDC Planning Application WL/2025/00578](#)

7 To appoint members to the Flooding Working Group and discuss and ongoing River Eau/flooding matters.

8 To review and adopt the following policies.

a) Sexual Harassment Policy.

b) IT Policy.

9 To review the Asset Register and Insurance Policy.

10 To discuss the community survey and summer fayre arrangements.

11 Finance update and payments.

a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/04/2025 – 31/05/2025

Receipts

Account	Invoice Number	Received Date	Description	Amount
Current		01/04/25	Precept	73,467.00
Current	2526-30	01/04/25	Allotment	10.00
Current	2526-7	01/04/25	Allotment	20.00
Current	2526-14	02/04/25	Allotment	10.00

Current	2526-18	02/04/25	Allotment	10.00
Current	2526-2	02/04/25	Allotment	10.00
Current	2526-8	02/04/25	Allotment	10.00
Current	2526-29	02/04/25	Allotment	10.00
Current	2526-27	02/04/25	Allotment	10.00
Current	2526-16	03/04/25	Allotment	10.00
Current	2526-28	03/04/25	Allotment	10.00
Current	2526-12	04/04/25	Allotment	10.00
Current	2526-3	07/04/25	Allotment	10.00
Current	2526-15	07/04/25	Allotment	10.00
Current	2526-26	07/04/25	Allotment	20.00
Current	2526-33	07/04/25	Allotment	20.00
Current	2526-34	07/04/25	Allotment	10.00
Current	2526-23	07/04/25	Allotment	20.00
Current	2526-11	08/04/25	Allotment	20.00
Current	2526-31	11/04/25	Allotment	10.00
Current		11/04/25	Gift	20.46
Current	2526-22	11/04/25	Allotment	10.00
Current		15/04/25	CIL	7,131.67
Current	2526-25	22/04/25	Allotment	10.00
Current	2526-6	22/04/25	Allotment	20.00
Current	2526-5	22/04/25	Allotment	20.00
Current	2526-17	22/04/25	Allotment	20.00
Current	2425-57	23/04/25	Interment BF68	250.00
Current	2526-1	24/04/25	Allotment	20.00
Current	2526-10	25/04/25	Allotment	20.00
Current	2526-19	28/04/25	Allotment	20.00
Current	2526-35	29/04/25	Allotment	10.00
Current	2526-32	29/04/25	Allotment	10.00
Current	2526-21	29/04/25	Allotment	10.00
Earmarked Reserves		04/04/25	Bank Interest	1,403.25
Current		06/05/25	Allotment	20.00
Current		06/05/25	Wayleave	34.60
Current	2526-9	07/05/25	Allotment	10.00
Current	2526-38	08/05/25	Memorial Permit BF68	80.00
Current	2526-37	15/05/25	Memorial Permit Y11	80.00
Current	2526-40	16/05/25	Additional Inscription BC12	25.00
Current	2526-36	19/05/25	EROB & Interment V13	450.00
Current	2526-13	21/05/25	Allotment	10.00
General Reserves		04/04/25	Bank Interest	114.09

Payments

Supplier	Description	Net	VAT	Gross
Instant Ink	Ink Subscription	4.57	0.92	5.49
Instant Ink	Ink Subscription	5.41	1.08	6.49
Giff Gaff	Mobile Phone	6.67	1.33	8.00
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K Mathieson	Wages	1,090.77		1,090.77
K Mathieson	Wages	1,090.57		1,090.57
LFP	Pension	368.03		368.03
HMRC	Quarterly Tax & NI	126.58		126.58
Microsoft	IT Subscription	18.10	3.62	21.72
Microsoft	IT Subscription	18.10	3.62	21.72
Cutting Edge Services	Grounds Maintenance	1,254.00		1,254.00
Helping Hands	Grass Cutting	2,118.00		2,118.00
Scotter Memorial Playing Field	MUGA Electric	137.35		137.35
LALC	Annual Membership	624.34		624.34
Scunthorpe & Gainsborough Water Management Board	Drainage Rate - Allotments	8.38		8.38
Gainsborough Pest Control	Riverside Visit	80.00		80.00
WLDC	Defib Service Scheme	91.67	18.33	110.00
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NKDC	Cemetery Business Rates	289.42		289.42
Scotter Village Hall	Building Extension	25,000.00		25,000.00
Amazon 2	First Aid Kit	12.74	2.55	15.29
Amazon 1	Garden Gloves	16.59	3.29	19.88
Co-op	Water	2.87	0.58	3.45
Post Office	Stamps	27.52		27.52
LALC	Training Scheme	160.00	32.00	192.00
Antony Shaw	Workbook Set up	20.00		20.00
B K Brooks	Internal Audit	450.00		450.00
Scotter Village Hall	Building Extension	25,000.00		25,000.00
Gainsborough Skip Hire	Allotment Skip	208.33	41.67	250.00
ICO	Annual Subscription	52.00		52.00

Start Balance £ 27,805.40
Receipts £131,988.73 (inc transfers from EMR)
Payments £ 58,619.00
End Balance £101,175.13

- a.) Confirm Bank Balance and Statements as at 31/05/2025
 - Co-operative Bank Account - Current – balance £101,175.13
 - Co-operative Bank Account - Ear Marked Reserve – balance £ 114,835.23
 - Co-operative Bank Account - General Reserve – balance £15,338.81
- b.) Payment for approval
 - Gainsborough Pest Control - £130.00

12 Urgent Highways or Maintenance Matters

13 Agenda next meeting – to take any items from members

14 To Confirm Date of Next Meeting – 21 July 2025

In view of the confidential nature of the business about to be transacted it is advisable in the public interest that the press and public are excluded and they are instructed to withdraw.
(The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2))

15 To review the purchase documents for Parson's Field.