



Scotter Parish Council

The Clerk for the meeting: Kyela Mathieson
First Floor – Scotter Village Hall, Scotton Road, Scotter,
DN21 3SA
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Minutes of the meeting for Scotter Parish Council held on 19 May 2025, held at Scotter Village Hall.

Parish Councillors Present: Cllr Paul Boulton, Cllr Dave Ward, Cllr Rachel Hunter, Cllr John Fardell, Cllr Brian Gilchrist, Cllr David Green, Cllr Michaela Woods, Cllr Karen Ward

Parish Councillors Absent: 2

Vacant Seats: 0

Quorum: 4

In attendance: K Mathieson – Clerk, 1 Members of Public

Public Participation

Chair of the Village Hall Committee advised the extension is all going well. They have a few members of their committee wanting to step down after many years of volunteering so a request will be going out for new members. They are looking at options for online bookings.

Cllr Boulton (Vice Chair) opened the meeting at **7.12pm**

2505/1 Election of the Chair for the year commencing May 2025 and declaration to be signed.
RESOLVED to elect Councillor Paul Boulton as Chair. Acceptance of office signed.

2505/2 Election of the Vice Chair for the year commencing May 2025.
RESOLVED to elect Councillor Dave Ward as Vice Chair.

2505/3 Apologies for Absence.
Cllr Calvert, Cllr Watson
Noted

2505/4 To receive dispensations or declarations of interest under the Localism Act 2011.
None

2505/5 Appointments to Parish Council and review and appropriate Terms of Reference

- a) Flooding Working Group
RESOLVED to defer
- b) Personnel Committee
RESOLVED to appoint Cllr R Hunter as Chair, Cllr D Green and Cllr B Gilchrist
- c) Speed Watch Working Group
RESOLVED to appoint Cllr B Gilchrist and Cllr J Fardell
- d) Parson's Working Group
RESOLVED to appoint Cllr D Ward, Cllr K Ward, Cllr B Gilchrist, Cllr R Hunter and Cllr P Calvert

2505/6 Annual Procedure and Financial Review

- a) Standing Orders
RESOLVED to approve
- b) Financial Regulations
RESOLVED to approve
- c) Agree pre-approved payments list and review of subscriptions to outside bodies
RESOLVED to approve
- d) Confirm approved cheque signatories and 2 person online authorisation
RESOLVED to appoint Cllr D Green and Cllr P Boulton
- e) Review Internal Control Statement and Risk Assessments
RESOLVED to approve
- f) Review of S137 spending
Clerk advised the limit for the financial year 2025/26 is £11.10 per elector and the parish council currently only pays for the poppy wreath and the Christmas tree under S137
- g) Review Councillor training requirements
Clerk reminded councillors that as per standing orders they must attend Introduction to being a councillor as minimum training requirement. Training bulletin is circulated regularly; councillors need to contact the clerk to book training.

2505/7 To approve meeting dates for the forthcoming year.

RESOLVED to approve the meeting schedule as presented by the clerk.

2505/8 To approve as a true record the Full Parish Council Meeting minutes held on 14 April 2025 and sign accordingly.

RESOLVED to accept the minutes as a true record and signed accordingly.

2505/9 Clerks Report and update on matters from the last meeting.

Summer fayre stall booked. Pest control sent out to Riverside to check the bait boxes.

Following an incident at Riverside a potential liability claim has been logged with our insurers.

Councillors reminded that it is their responsibility to keep their Declaration of Interest forms up to date.

2505/10 Correspondence Items for noting.

LALC News – circulated by email 28/04/25, 12/05/25

WLDC Parish News - circulated by email 29/04/2025

LCC Town and Parish News Letter - circulated by email 29/04/2025

WLDC Open churches festival brochure – circulated by email 06/05/2025

Lincolnshire Police update and statistics – circulated by email 12/05/25

STEP Community Event - for Parish/Town Councils and Community Organisations (Monday 19 May 2025 6pm) – circulated by email 12/05/25

RESOLVED to note the items.

2505/11 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/2025/00413
Planning application for single storey extension to existing timber garden room - 10 PINETREE AVENUE, SCOTTER, GAINSBOROUGH, DN21 3TY – circulated by email 06/05/25

[West Lindsey Planning Application - WL/2025/00413](#)

RESOLVED to submit no comment.

- b) Planning Application WL/2025/00437

Planning application for rear single storey flat roof extension, two storey rear extension and internal alterations - 2 CHARLES AVENUE, SCOTTER, GAINSBOROUGH, DN21 3RR – circulated by email 12/05/25

West Lindsey Planning Application - WL/2025/00437

RESOLVED to submit no comment.

2505/12 River Eau/Flooding Matters

RESOLVED to write to the District Councillors, County Councillor, Combined Authority Mayor, Environment Agency, Scunthorpe and Gainsborough Water Management and give new representative an overview of the existing problems, ask why the penstock gates are still broken and express concerns that the water is being held back, the flood plain is full and in the recent dry conditions this increased the risk of flash flooding.

2505/13 Allotments update

a) To consider appointing contractors to level and put back to grass the 2 reclaimed plots.

RESOLVED to proceed with the quote from existing grounds contractor of £620.

b) To consider quotes for asbestos removal at Scotterthorpe Allotments.

RESOLVED to proceed with the quote from Rilmac for removal of £465.

c) To agree provision of a skip in line with the budget for Scotterthorpe Allotments.

RESOLVED to arrange a skip.

d) To review allotment charges for 2026/27

RESOLVED to increase allotment charges by 50%

2505/14 To review and approve the financial accounts for year ending 2024/25. To receive the Internal Audit report and consider any recommendations.

RESOLVED to agree the year end accounts and approve the internal audit report.

2505/15 To complete and sign by the Chair the Annual Governance and Accountability Return for the financial year ending 2024/25.

Council reviewed and completed Section 1-Annual Governance Statement 24/25, agreed Section 2 Accounting Statements. Signed by the Chair and Clerk. Agreed the dates for the exercise of public rights as 03/06/25 – 14/07/25

2505/16 Urgent Highways or Maintenance Matters.

Speed watch to place the camera at Susworth. Clerk to chase up the extended 30mph limit on Messingham Road.

2505/17 Agenda next meeting – to take any items for members.

Asset register, summer fayre, communication policy, community survey.

2505/18 To confirm date of next meeting – 16 June 2025.

Noted

RESOLVED to remove the public and enter confidential session.

2505/19 To review and approve the newly drafted lease for Goosemoor.

Clerk and Cllr Boulton update council on their meeting with the Land Agent.

RESOLVED to agree the draft lease and give delegated authority to the clerk to work with the land agent to complete matters.

Meeting closed 8.39pm.