



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 **21 July 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 16 July 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 16th June 2025 and 8th July 2025 and sign by the chair accordingly.

4 Clerks Report and update on outstanding matters.

5 Correspondence Items for noting.

LALC, AGM Invite - circulated by email 16/06/25
Lincolnshire Police, May monthly report - circulated by email 16/06/25
Speed watch report - circulated by email 17/06/25
Village Hall Committee meeting agenda - circulated by email 17/06/25
LALC News - circulated by email 24/06/25, 07/07/25
LALC AGM and associated documents - circulated by email 30/06/25
WLDC Funding Information - circulated by email 30/06/25
Scotter Forward, Classic Car Night Report - circulated by email 30/06/25
LCC – Town and Parish newsletter - circulated by email 30/06/25
LALC Training Bulletin - circulated by email 02/07/25
WLDC Parish News - circulated by email 08/07/25
A Greater Lincolnshire for All - circulated by email 14/07/25
June Speed Watch Figures - Circulated by email 14/07/2025
Policing Update - Circulated by email 14/07/2025
Scotter Bell Ringers Thank You Letter - Circulated by email 14/07/2025

6 Correspondence for discussion and/or action.

Response from Cllr Reeve re: flooding, halo's and school speed area. – circulated by email 22/06/2025
Response from Local policing regarding obstructive pavement parking - circulated by email 02/06/25
Lincolnshire Police & Parish Council briefing sessions, nominations for a councillor to attend – Circulated by email 02/07/25
Resident email regarding speeding concerns on A159 - circulated by email 07/07/25
Resident email regarding overhanging tree in the cemetery – circulated by email 14/07/25

7 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/2025/00608

Planning application for single and two storey front extensions, and loft conversion incl. dormer.
21a Messingham Road, Scotter, DN21 3TD
[WLDC Planning Application WL/2025/00608](#)

b) Planning Application – WL/2025/00660

Planning application for the change of use of land to provide 6no. holiday chalets.
Highfield Farm, Kirton Road, Scotter, DN21 3JA
[WLDC Planning Application WL/2025/00660](#)

c) Planning Application - WL/2025/00697

Planning application to erect a garden room.
Westbury View, 19 Waggoners Close, Scotter, DN21 3RJ
[WLDC Planning Application WL/2025/00690](#)

d) Planning Application – WL/2025/00697

Planning application for two storey rear extension including partial roof lift.
The Bungalow, East Ferry Road, Susworth, DN17 3AS
[WLDC Planning Application WL/2025/00697](#)

8 To receive an update on the flooding matters and discuss any required action.

Response from Environment Agency to the Parish Council letter. – circulated by email 02/07/25
 Response from Lincolnshire County Council following the recent meeting - circulated by email 15/07/2025

- 9 To receive feedback from the councillors that represented the Parish Council at the Summer Fayre and discuss and agree any outcomes.
- 10 To review the cemetery policy and current fees with consideration to the attached report.
- 11 To receive a report on the current status of Earmarked Reserves, review the underspend from the financial year 2024/25 and reallocate accordingly.
- 12 Finance update and payments.
 - a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/06/2025 – 30/06/2025

Receipts

Account	Invoice Number	Received Date	Description	Amount £
Current	2526-39	05/06/25	ZA1 EROB & Interment	425.00
Current	2526-42	23/06/25	Allotment - new	10.00
Current	2526-43	25/06/25	Allotment - new	10.00
Current	2526-41	30/06/25	Constable Rent	780.50
Current			Transfer from EMR	25,000

Payments

Supplier	Description	Net £	VAT £	Gross £
Instant Ink	Ink Subscription	5.41	1.08	6.49
Giff Gaff	Mobile Phone	6.67	1.33	8.00
K Mathieson	Wages	1,090.77		1,090.77
LFP	Pension	401.61		401.61
Microsoft	IT Subscription	18.10	3.62	21.72
Cutting Edge Services	Grounds Maintenance	1,122.00		1,122.00
Wave	Water Bill - Cemetery	29.12		29.12
Wave	Water Bill - Allotments	64.14		64.14
Helping Hands	Grass Cutting	2,178.00		2,178.00
Gainsborough Pest Control	Survey of granary and River boxes	130.00		130.00
Hirst Signs Ltd	Road Signs	472.00	94.40	566.40
Gainsborough Skip Hire	Allotment Skip	208.33	41.67	250.00
Land registry	Land Reg Search	14.00		14.00

Scotter Junior Football Club	Community Grant	285.00		285.00
Scotter Bell Ringers	Community Grant	420.00		420.00
Eau Centre	Community Grant	800.00		800.00
Scotter Tennis Club	Community Grant	2,497.50		2,497.50
Scotter Memorial Playing Field	Community Grant	2,497.50		2,497.50
Amazon 1	White Board - Office	18.29	3.66	21.95
Scotter Village Hall	Building Extension	25,000.00		25,000.00

Start Balance £101,175.13

Receipts £ 26,225.50 (inc transfers from EMR)

Payments £ 37,404.20

End Balance £ 89,996.43

a.) Confirm Bank Balance and Statements as at 30/06/2025

Co-operative Bank Account - Current – balance £89,996.43

Co-operative Bank Account - Ear Marked Reserve – balance £89,835.23

Co-operative Bank Account - General Reserve – balance £15,338.81

b.) Payment for approval

Millfield Farm Nursery - £169.00

Rilmac - £558.00

13 Urgent Highways or Maintenance Matters

14 Agenda next meeting – to take any items from members

15 To Confirm Date of Next Meeting – 15 September 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))

16 To review, agree and sign the purchase documents for Parson's Field.