



# 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 16 June 2025, held at Scotter Village Hall.

**Parish Councillors Present: Cllr Paul Boulton (Chair), Cllr Dave Ward, Cllr Karen Ward, Cllr Rachel Hunter, Cllr John Fardell, Cllr Brian Gilchrist, Cllr Michaela Woods, Cllr P Calvert**

**Parish Councillors Absent: 2**

**Vacant Seats: 0**

**Quorum: 4**

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

**Public Participation - None**

Cllr Boulton (Chair) opened the meeting at **7.00pm**

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**2506/1** Apologies for Absence.

Cllr Green

**Noted**

**2506/2** To receive dispensations or declarations of interest under the Localism Act 2011.

**None**

**2506/3** To approve as a true record the Full Parish Council Meeting minutes held on 19 May 2025 and sign accordingly.

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

**2506/4** Clerks Report and update on matters from the last meeting.

Scotterthorpe Allotment has had a skip for the tenants and a replacement was ordered to enable the maintenance team to clear vacant plots.

Clerks holidays 18<sup>th</sup> August for 2 weeks noted.

Pest control was called out to check the bait boxes at the river and investigate Granary Park and Granary Fold for rats. No evidence found in our areas and therefore no further action required.

All community grants previously approved for this financial year have been paid this week.

**2506/5** 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

**RESOLVED to note the items.**

**2506/6** 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](#)

**RESOLVED to submit no comment.**

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](#)

**RESOLVED to submit no comment.**

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](#)

**RESOLVED to defer to allow time for the public to review the application. RESOLVED to schedule and extra ordinary meeting for Tuesday 8<sup>th</sup> July 2025 at 7pm to consider councils response to the application.**

**2506/7** To appoint members to the Flooding Working Group and discuss and ongoing River Eau/flooding matters.

**RESOLVED to appoint Cllr Calvert, Cllr Woods and Cllr Gilchrist.**

**Meeting closed at 7.29pm**

Member of the public raised concerns over the issues of people parking on the pavement and blocking access for mobility scooter users.

**Meeting opened at 7.38pm**

**2506/8** To review and adopt the following policies.

a) Sexual Harassment Policy.

b) IT Policy.

**RESOLVED to adopt both policies as presented.**

**2506/9** To review the Asset Register and Insurance Policy.

**RESOLVED for clerk to review the contents of the garage and amend the asset register accordingly. SHGD valued at £1700 to be disposed.**

**2506/10** To discuss the community survey and summer fayre arrangements.

**RESOLVED for Cllr Woods to lead at the event and make the arrangements. Cllr D Ward to provide presentation on Parson's and what improvements would the public like to see.**

**2506/11 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**

<b>Account</b>	<b>Invoice Number</b>	<b>Received Date</b>	<b>Description</b>	<b>Amount</b>
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
Giff Gaff	Mobile Phone	6.67	1.33	8.00
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
WLDC	Defib Service Scheme	91.67	18.33	110.00
WLDC	Defib Service Scheme	91.67	18.33	110.00
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

**RESOLVED to approve the bank reconciliation, agreed bank balances and statements as seen by council. Approved payments.**

**2506/12** Urgent Highways or Maintenance Matters.

**RESOLVED for clerk to report parking on pavements to the local policing team and remind residents on face book.**

**RESOLVED for Cllr Gilchrist to apply for the Speedwatch team to take part in Lincolnshire Road Safety Partnership Speed Watch Day.**

**2506/13** Agenda next meeting – to take any items for members.

Feed back from summer fayre.

**2506/14** To confirm date of next meeting – 8 July 2025 Extra Ordinary Full Parish Council Meeting.  
21 July 2025 Full Parish Council Meeting.

Noted

**RESOLVED to close the meeting to the public - (The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2))**

**2506/15** To review the purchase documents for Parson's Field.

**RESOLVED to challenge the fencing of points A and B and request clarity on boundary responsibility.**

Meeting closed 8.17pm.