



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 **15 September 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 10 September 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 21 July 2025 and sign by the chair accordingly.

4 Clerks Report and update on outstanding matters.

5 Correspondence Items for noting.

LALC News - circulated by email 23/07/25, 04/08/25, 01/09/25, 01/09/2025
 LALC Training Bulletin – circulated by email 08/09/2025
 LCC Town and parish council newsletter July 2025 - circulated by email 29/07/2025
 LCC Town and parish council newsletter August 2025 - circulated by email 2/9/2025
 WLDC Cultural Activity Survey - circulated by email 04/08/25
 WLDC Parish News - circulated by email 04/08/2025, 01/09/2025
 West Lindsey District Council Customer Experience Strategy – circulated by email 11/08/2025
 LCC Community Resilience Newsletter – Circulated by email 01/09/2025
 Scotter Village Hall Committee, meeting minutes and agenda - circulated by email 01/09/2025
 Community Speed Watch Newsletter – Circulated by email 03/09/2025
 Speed Indicator Figures for July & August – Circulated by email 03/09/2025
 North Humber to High Marnham National Grid Project September Newsletter - Circulated by email 08/09/2025

6 Correspondence for discussion and/or action.

Lincolnshire County Council's response re: school road safety – circulated by email 12/08/2025

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) Application Number: WL/2025/00759

MAPLE LODGE, 19 ROOKLANDS, SCOTTER, GAINSBOROUGH, DN21 3TT

Planning application for single storey rear extension and erect new garage block, including demolition of existing garages being variation of condition 2 of planning permission WL/2025/00127 granted 29 April 2025 - revised garage block design.

[Planning Application WL/2025/00759](#)

b) Application Number: WL/2025/00873

56 DAR BECK ROAD, SCOTTER, GAINSBOROUGH, DN21 3SX

Planning application to erect new detached garage, including demolition of existing detached garage.

[Planning Application WL/2025/00873](#)

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

Email response from the Environment Agency circulated on 06/08/25

9 To review and agree the wayleave agreement requested by Open Reach.

10 To receive an update on Parson's Field and agree the working groups next actions.

11 To agree the purchase of 20 lamp post poppies at a cost of £100.00 to be placed around The Green prior to Remembrance Day.

12 To consider the purchase of a new speed Indicator sign for Messingham Road.

13 To review and agree the council's insurance renewal.

14 To receive and approve the Section 3 Completion Report for the Annual Governance and Accountability Return 2025.

15 Finance update and payments.

- a.) Approve Parish Council Current Account payment schedule/bank reconciliation for the period of 01/07/2025 – 31/08/2025

Receipts

Date	From	Description	Amount
30/07/25	New Allotment Tenant	Allotment	20.00

Payments

Invoice Date	Supplier	VAT	Gross
22/07/25	Instant Ink	1.08	6.49
22/08/25	Instant Ink	1.08	6.49
28/07/25	Giff Gaff	1.33	8.00
27/08/25	Giff Gaff	1.33	8.00
25/07/25	K Mathieson		1,090.57
15/07/25	LFP		384.82
05/08/25	LFP		384.82
24/07/25	HMRC		478.16
29/07/25	Microsoft	3.62	21.72
29/08/25	Microsoft	3.62	21.72
20/07/25	Cutting Edge Services		1,826.00
28/07/25	Scotter Village Hall		650.00
29/07/25	Scotter Memorial Playing Field		30.42
23/07/25	Amazon 1	3.00	17.99
28/07/25	LALC	18.00	108.00
28/07/25	PKF Littlejohn LLP	63.00	378.00
28/07/25	Transfer to GR		22485.00
09/07/25	Rilmac Insulation Ltd	93.00	558.00
05/08/25	S Heath		169.00
06/08/25	Hetts Solicitors		20,000.00
06/08/25	Hetts Solicitors	354.33	2,178.00
14/08/25	360 Online Print Ltd	4.39	26.28
14/08/25	Biri Trading UK Ltd	1.17	6.99

Start Balance £ 89,996.43

Receipts £ 20.00

Payments £ 50,844.47

End Balance £ 39,171.96

- a.) Confirm Bank Balance and Statements as at 31/08/2025

Co-operative Bank Account - Current – balance £39,171.96

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

Co-operative Bank Account - General Reserve – balance £37,823.81

- b.) Payment for approval
ROSPA Play Safety - £320 + VAT

- 16 Urgent Highways or Maintenance Matters**
- 17 Agenda next meeting – to take any items from members**
- 18 To Confirm Date of Next Meeting – 20 October 2025**