



Scotter Parish Council

The Clerk for the meeting: Kyela Mathieson
First Floor – Scotter Village Hall, Scotton Road, Scotter,
DN21 3SA
Tel: 07739 312997
Email Clerk@scotter-pc.gov.uk

Minutes of the meeting for Scotter Parish Council held on 15 September 2025, held at Scotter Village Hall.

Parish Councillors Present: Cllr Paul Boulton (Chair), Cllr John Fardell, Cllr Brian Gilchrist, Cllr Rachel Hunter, Cllr Philip Calvert, Cllr David Green, Cllr David Ward, Cllr Karen Ward

Parish Councillors Absent: 1

Vacant Seats: 1

Quorum: 4

In attendance: K Mathieson – Clerk, 8 Members of Public

Public Participation – Chair of the Playing Fields Committee explained that the summer holiday scheme was a great success with over 20 children attending every day. Pre-school extension is expected to open mid October. Slightly later than expected due to a delay which has now been managed.

Diary Dates: Playing Fields Annual General Meeting 18 September 2025. Pre-school Annual General Meeting 15 October 2025

Cllr Boulton (Chair) opened the meeting at **7.02pm**

2509/1 Apologies for Absence.

Cllr Michaela Woods

Noted

2509/2 To receive dispensations or declarations of interest under the Localism Act 2011.

None

2509/3 To approve as a true record the Full Parish Council Meeting minutes held on 21 July 2025 and sign accordingly.

RESOLVED to accept the minutes as a true record and signed accordingly by the chair of the meeting.

2509/4 Clerks Report and update on matters from the last meeting.

Asset of Community Value for Jenny Wren Pub has been submitted and acknowledged by WLDC who will respond after reviewing the application.

Scotterthorpe allotment holder crashed their car inside the allotments, no damage to the parish council property was caused.

Councillors asked to complete and sign the GDPR Awareness Checklist.

Woodland Trust have confirmed the hedging whips for Scotterthorpe allotments will be delivered in November. Clerk will ask allotment holders to help plant around the perimeter hedge.

2509/5 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

RESOLVED to note the items.

2509/6 Correspondence for discussion and/or action.

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

RESOLVED for clerk to ask County Councillor to support the Parish Council in having the area reviewed.

2509/7 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](#)

RESOLVED to submit no comment.

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](#)

RESOLVED to submit no comment.

2509/8 To receive an update on the flooding matters and discuss any required action.

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

RESOLVED to close the meeting at 7.10pm and reopen at 7.48pm to allow members of the public to join discussion.

RESOLVED to respond in writing to the Environment Agency raising the following points. Messingham Sand Quarry discharge into Manton sewer, investigate permissions and pollution. Request details of the 1m level, where has this level been derived from and when was it last reviewed. Gauge board placement to be reviewed. Request further meeting for a response.

Write to MP and express frustration with the negative attitude of the Environment Agency. Clerk to investigate the census information from 70's and now to show how the area population has increased.

Clerk to copy in leader of county council and county councillor into all correspondence.

2509/9 To review and agree the wayleave agreement requested by Open Reach.

RESOLVED to agree the wayleave agreement.

2509/10 To receive an update on Parson's Field and agree the working groups next actions.

RESOLVED to close the meeting at 8.00pm and reopen at 8.04pm to allow members of the public to join discussion.

RESOLVED for the work group to investigate the feasibility of the plans, to put together a priority list and provide the clerk with the project plans.

2509/11 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.

RESOLVED to agree.

2509/12 To consider the purchase of a new speed Indicator sign for Gainsborough Road.

RESOLVED to close the meeting at 8.09pm and reopen at 8.12pm to allow members of the public to join discussion.

RESOLVED to purchase a speed camera and installation costs from Community Infrastructure Levy funds.

2509/13 To review and agree the council's insurance renewal.

RESOLVED to agree renewal.

2509/14 To receive and approve the Section 3 Completion Report for the Annual Governance and Accountability Return 2025.

RESOLVED to approve.

2509/15 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

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

2509/16 Urgent Highways or Maintenance Matters.

None

2509/17 Agenda next meeting – to take any items for members.

Community Survey

Update of Jenny Wren registration as Asset of Community Value.

2509/18 To confirm date of next meeting – 20 October 2025

Noted

Meeting closed 8.21pm.