

## **SCOTTON PARISH COUNCIL**

**Website:** <https://scotton.parish.lincolnshire.gov.uk>

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**Councillors are hereby summoned to attend a meeting of Scotton Parish Council to be held on FRIDAY 28th June 2024 at 6.00pm in the Village Hall, Northorpe Road, Scotton DN21 3RB. The business to be dealt with at the meeting is listed in the agenda. If you are unable to attend, please notify me of your apology.**

**Signature Leticia Cooper, Clerk to the Council**

**Date 21.06.24**

PLEASE DO NOT ATTEND if you have a diagnosis of coronavirus and are self-isolating; have been in contact with a confirmed case and test positive, if you are showing symptoms of a new cough, a new onset of shortness of breath, or had a fever within the last 48 hours.

### **AGENDA**

1. Chair's opening remarks
2. Public Session (15 minutes)
3. To hear reports from County or District Councillors (15 minutes)
4. To receive apologies and resolve to accept reasons for absence
5. To receive any declarations of interest in accordance with the Localism Act 2011 and to consider any requests for dispensation  
Disclosures may be made at any point in the meeting and a Councillor may leave the meeting or be asked to leave if dispensation has not been granted or if would be deemed prejudicial to proceedings.
6. To receive and resolve to approve notes of the meeting held Thursday 6th June 2024
7. Finance
  - a. To note monthly budget and expenditure including any bank statements
  - b. To note and sign the quarterly bank reconciliation.
  - c. To consider and approve payments and expenses and to sign attached paperwork
8. Annual Governance Accountability Return 2023-24 PKF Littlejohn
  - Electors' Rights – to note the date of the Exercise of Public Rights as 17th June – 26th July 2024.The return has been published on the parish website and placed on both council noticeboards in the village. This must stay in place until the end of the excise period. Notice of exemption was emailed to the external auditor.
9. Chairperson's allowance – To hear any updates
10. To discuss arrangements for the combined Councillor and District Council surgery and consider any actions
11. Community Orchard - To receive any general updates (Cllr. R. Walker)
12. To receive any updates about the Pinfold to include updates on landscaping if

applicable (Cllr. Alexander)

13. To discuss the 'Rights of Way' survey and consider any actions

If the Council wishes to complete the survey following discussion this may be delegated to a named Councillor or the clerk after the meeting.

14. To consider what to do with the older, unused HP printer

Assessment of Status:-

The printer is in a good condition, it has no defects, scratches or damage and would be capable of printing by attachment to a scart cable but the scanner would not work without appropriate software. HP cartridges cannot be used in the printer, as the contract has been cancelled. These cannot be obtained from HP, unless on a contract but compatible cartridges could be purchased from a different supplier which would allow printing. Wireless

printing and scanning would require compatible software.

- The printer handover form should be signed which specifies who will become responsible for it. The clerk will send an update to the Council's insurers.

15. HMRC software transfer to new PC laptop

There have been difficulties transferring the HMRC accounting program to the new council laptop. It has been necessary to use the older, slower laptop to continue sending submissions to HMRC. All Council documents have migrated to the laptop.

- Clerk asks for delegated authority to seek the assistance of a technical computer expert to migrate the software safely. Concerns are that if the program is not migrated properly, data could be lost and it will not be possible to send timely submissions to HMRC, which could lead to HMRC charging penalties from the Council for late submissions.

16 Emergency Planning Update (Cllr. Dr. Johnson)

17. To review amendments and RESOLVE to accept the updated Financial Regulations policy

18. Village Hall update (Cllr. S. Walker)

19. Planning Matters (Information only)

a. Decisions reached

- Application 147921 extensions and external alterations

3 Crapple Lane, Scotton DN21 3QT

Objection to application sent.

GRANTED with conditions

b. Applications under review

- Application 145041- Granted permission 27.06.22

Description: Planning application for change, the use of part of an arable field into a wildlife and private fishing pond.

Location: Land off, Scotter Road, Scotton, Gainsborough, Lincolnshire, DN21 3QU

Planning Enforcement contacted to ask if application had breached planning permission. Letter formulated by Council forwarded to Planning dept.

Planning Enforcement confirmed this is being investigated.

No further updates received

- Application 140545 – Plot 9, south of Eastgate Scotton DN21 3QR

Approval of reserved matters for the erection of 1no. dwelling and detached garage with annex accommodation, considering appearance, landscaping, layout and scale – following outline permission 139520 granted 16.01.20

- Council contacted Planning Enforcement to report alleged breach of planning permission.

No further updates received.

All planning applications may be viewed on the WLDC website at:-

Planning | West Lindsey District Council ([west-lindsey.gov.uk](http://west-lindsey.gov.uk))

Decisions reached on listed applications, following the issue of the agenda may be discussed during the meeting.

20. Parish Councillors' Reports – Information only

21 Councillors' reports and items for inclusion on the next agenda

Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Decisions may not be made in this part of the meeting.

22. Date of next meeting

5th September 2024 but additional meeting/s may be convened over the summer months if required.

Date: 21/06/24