

SCOTTER PARISH COUNCIL
Minutes of a Meeting of the Council held on 17th June 2013

PRESENT: Councillor C. Day (Chairman), Councillors M. Armstrong, C. Baker, B. Billam, J. Bullivent, D. Capes, J. Fillingham, S Hinman, and A Sheardown. Mrs N. Altoft (Clerk).

With no members of the public present, the meeting commenced at 7.31pm

40 2013/14 To receive and approve apologies for absence.

Apologies were received from Councillor Rayner.

RESOLVED : To accept and approve the apologies from Councillors Rayner.

41 2013/14 To receive declarations of interest in accordance with the Localism Act 2011.

No declarations were received at this time.

42 2013/14 To approve the notes of the Council Meeting held on 20th May 2013 as the Minutes of that meeting.

RESOLVED : To approve the notes of the Council Meeting 20th May 2013, as circulated, as the Minutes of that meeting. These were signed by the Chairman.

43 2013/14 To approve the annual return for the financial year ended 31st March 2013

The Council considered the paper prior circulated in relation to this item and was pleased to note that an unqualified report on the return had been received from the Council's internal auditor, RNS Chartered Accountants. It was :

RESOLVED : (a) To approve the statement of accounts for the year ended 31st March 2013 and the explanations of the significant variances year-on year, as circulated, for submission to the external auditor.

(b) To approve the valuations of the Council's assets as at 31st March 2013, as circulated and as contained in the statement of accounts.

(c) In relation to the annual governance statement within the return, to answer points 1 to 8 in the affirmative, point 9 not being applicable to the Council.

(d) To approve the Council's current arrangements for the management of its risk.

The Chairman and Clerk/RFO signed the annual return accordingly, which will be submitted to the external auditor (Clement Keys) at the conclusion of the period allowed for the inspection of the records by parishioners under the Accounts and Audit Regulations 2003 (i.e. on 20th June 2013).

44 2013/14 To receive a report from the Chairman on his recent inspection of Parson's Field.

The chairman reported that the village person had been and tidied up in parsons field.

45 2013/14 To agree which Councillors will be responsible for safety inspections of the cemetery and the playgrounds for the next month.

Councillor Day stated his willingness to continue with the cemetery inspections and Councillor Capes will also continue with the playground inspections

46 2013/14 To discuss a tree preservation order application.

Deferred until the July meeting.

47 2013/14 To receive a report from the Clerk.

177 2013/13 LCC Highways proposal to remove and tarmac over the grassed are at the junction of Scotterthorpe Village.

Initialled Chairman

The Clerk informed the Council that Steve Wiles had informed her that the grassed circle in Scotterthorpe would not be removed and it was to be improved with white lines or nothing at all. The Council feels that this will not improve the issue therefore the Clerk will write to Mr Wiles and ask him to do nothing.

203a2012/13 Superfast Broadband
The Clerk is to chase this installation via LCC

203D 2013/13 Man hole covers, Gainsborough Road
The Clerk is to chase this as no improvements have been made.

48 2013/14 To receive new correspondence not already included above, to be circulated at the meeting.

No correspondence was circulated.

49 2013/14 To receive the Minutes of the Planning Committee meetings published since the last Council meeting and adopt the recommendations contained therein.

The Council considered the minutes of the Planning Committee meeting of 20th May 2013 and **RESOLVED : To concur with the actions taken by the Planning Committee and to adopt the minutes of the Committee meeting held on 20th May 2013.**

50 2013/14 To note income received during May 2013 and to approve the cash book as at the end of May 2013 and its reconciliation to the bank statements.

The Council noted the following income received during April 2013.

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
03.05.13	Co-operative Bank	Interest - current account	7.48
	Co-operative Bank	Interest - 1 month bond	2.92
	Co-operative Bank	Interest - 6 month bond	994.73
03.05.13	HM Rev&Customs	VAT Refund	1,555.37
08.05.13	Various	Allotment Rentals	70.00
08.05.13	Cliff Bradley & Son Northern Electric	Internment	415.00
08.05.13	PLC	Wayleave and Rents	32.56
08.05.13	Barninghams	Memorial Application	20.00
08.05.13	Scotter Forward	Playing Fields Developments	914.11
08.05.13	D.R. Walker	Memorial Application	80.00
			<u>4,092.17</u>

51 2013/14 To approve payments to be made.

The Council examined the accounts to be paid for supplies and services received since the last meeting and,

RESOLVED : That the following payments should be approved.

<u>CHEQUE</u>	<u>TO WHOM PAID</u>	<u>PARTICULARS OF PAYMENT</u>	<u>NET</u>	<u>TOTAL</u>
<u>NO.</u>			<u>VALUE</u>	<u>PAYMENTS</u>
Direct debit	Multidata	Broadband & line rental	33.43	6.69
		Excess bandwidth use	7.83	1.57
				49.52

Initialed Chairman

402491	Studio 55	Consultation leaflets	300.00		300.00
402493	H.M. Revenue & Customs	PAYE & NI, Month 2	1277.77	-	1277.77
402494	Mrs N. Altoft	Wages	762.03	-	
		Mileage	12.36		774.39
402495	J Lyon	Wages	905.95	-	
		Mileage	21.15		927.10
402496	Mrs M. Brown	Wages	842.34	-	842.34
402497	Spencer's Garage	Fuel	175.33	35.06	210.39
			3,911.99	43.32	4381.51

52 2013/14 To take any points from members, identify items for the next agenda and to note urgent items of interest.

Councillor Armstrong informed the Council that although the weeds on the pathways in Susworth appear to have been sprayed - this has not helped the fact that they are still not wide enough to push a pram. She has been told that the problem should be addressed in late August.

Councillor Sheardown stated that at a recent asset management meeting it was suggested that an internal audit should be performed at a mid point in the financial year. The Clerk will arrange a date for this with Councillor Sheardown.

Councillor Fillingham reported that the Darbeck Road sign has still not been attended to. The Clerk will report this.

Councillor Capes reported that the Hawthorn Road sign also needs some attention. The Clerk will report this.

The Chairman declared the meeting closed at 7.51pm.

Clerk:

Chairman:

Date:

Initialed Chairman