



## Scotton Parish Council

*Caring for Community Together*

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### MINUTES FOR THE MONTHLY MEETING OF SCOTTON PARISH COUNCIL HELD ON MONDAY THE 2<sup>ND</sup> OF MARCH 2026 in Scotton Village Hall at 7pm

**Present** – Cllr Whitehead, Cllr Fulton, Cllr Bennet, Cllr Dale, Clerk 2 members of the public

**161 - To Receive apologies for absence** – Cllr Greensmith and Cllr Paley

**161.1 - To receive and consider for approval reasons given by Councillors for their absence** – reasons for absence approved.

**162 - To receive Councillors declarations of interest** – Cllr Fulton 170.1

**163 - Approval of minutes of Scotton Parish Councils Monthly meeting held on Monday the 2nd of February 2026** – Proposed Cllr Bennett and Cllr Whitehead that they were a true record, Cllr Dale and Cllr Fulton abstained as not at the last meeting.

**63.1 - Approval of minutes of the Village Hall and open spaces meeting held on 02-02-2026** – Proposed Cllr Bennett and Cllr Whitehead that they were a true record, Cllr Dale and Cllr Fulton abstained as not at the last meeting.

#### **Agenda item 171 was brought forward**

**To discuss and consider co-option of new Councillors and advertise for applicants** – Cameron Fairbairn had filled in the co-option form and wrote a little bio, which was circulated before the meeting. It was **RESOLVED** to co-opt Cameron as a new Councillor.

**164 - To consider questions from the public**

**164.1 - To discuss and consider the turning point at Hawthorne Road** – Clerk updated the Cllrs about the complaint regarding the turning point at Hawthorne Road. She has let the police know and contacted NYC as all the lines need to be re-done as very faint.

**165 - To consider updates or correspondence from the County Councillor** – No correspondence has been received since February 2025


**166 - To note or discuss Police reports** – None received and have asked for the other format

**167 - To discuss and consider Clerks update and correspondence**

**167.1 - To discuss and consider the Rotary Club Best Kept Village** – Discussions took place and it was **RESOLVED** not to take part this year.

**167.2 - To discuss and consider the Local Councils Bronze award** – Clerk updated the Cllrs regarding the Bronze award and highlighted a few policies and training which will need to be done, it was **RESOLVED** to continue with the award.

**167.3 - To discuss and consider parking in the Village Hall car park** – Discussions took place regarding the Village Hall car park being used as an overflow car park. It was **RESOLVED** to monitor it.

  
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**168 - To discuss and consider Financial matters**

**168.1 - To discuss and consider bank recs January and February 2026 bank statements**

2026 - Cllr Fulton had checked that all the invoices corresponded with the bank statement and Proposed that they were correct and Cllr Whitehead seconded it.

**168.2 - To discuss and consider BACS for approval** - Clerk highlighted the late payment for the play park inspections and is waiting for the invoice to arrive of £671.13. Cllr Whitehead highlighted the scribe looked like 40p so this was changed on the master agenda to £42.00. Clerk advised the Cllrs that she will need to transfer money from the savings account as and when she pays the bills. It was **RESOLVED** to approve the BACS payments and amendments, Cllr Dale and Cllr Fulton.

**168.3 - To discuss and consider cost for the Village Hall valuation** - Discussions took place regarding the high cost to get the Village Hall valued for rebuild. Clerk advised the Cllrs that this should be done regularly. It was **RESOLVED** to ask a builder to see how much it would be to rebuild. Clerk is still trying to find someone to give a RICS valuation for the Village Hall.

**168.4 - To discuss and consider cost for FILCA training and Cllrs training** - It was **RESOLVED** to approve the £140 plus VAT for the FILCA training for the Clerk and for Cllr Dale to do the ILKA training.

**168.5 - To discuss and consider the cleaning of play parks** - Clerk has only had one quote for the play park cleaning and is waiting for another one. It was **RESOLVED** to contact the contractor who cleans Colburn's play parks.

**168.6 - To discuss and consider play parks gates** - Discussions took place regarding the fixing of the gates and replacing new gates. It was **RESOLVED** to go with the contractor who is going to fix the gates and also repair items that are getting flagged, as new gates will still need adjusting in a couple of years. The quote of £5625 without VAT, also includes the removal of the trim trail, six step posts, spring beam, chain bridge in Scotton Gardens, Proposed Cllr Dale and Seconded Cllr Fulton.

**168.7 - To discuss and consider extractor fan in Village Hall** - Clerk updated the Cllrs about the meeting with the contractor, regarding the Extractor fan in the Kitchen of the Village hall. The contractor advised that unless you have some form of heating in the kitchen you will still get condensation, regardless of the extractor fan. It was **RESOLVED** to look at this in more depth and reshuffle the kitchen, put some form of heating in, change the fridge freezer as not getting used. Move the cooker so it will sit central between the windows. To look at an awards for all grant to help achieve this and incorporate new flooring, painting of the village hall and solar panels. To be an agenda item next month.

**168.8 - To discuss and consider quote for hall lino** - It was **RESOLVED** to look at an awards for all for funding and to incorporate the decoration of the Village Hall. To be an agenda item.

**168.9 - To discuss and consider internal audit fee** - Discussions took place and it was **RESOLVED** to accept the quote of £140 for the audit.


**169 - To discuss and consider the Village Hall and open spaces committee and**

**nominations of Councillors or changing committee to a working group** - Discussions took place and it was **RESOLVED** to combine the agenda items back onto the Monthly meetings and to call working groups as and when, these would be held on the Monday after the Monthly meeting.

**169.1 - To discuss and consider updating the terms and conditions to the committees** - Discussions took place and it was **RESOLVED** for the clerk to update the Business plan and relevant information regarding the change of the Village Hall and open spaces meeting.

**170 - To discuss and consider Village Hall and open spaces**

**170.1 - To discuss and consider allotments** - The two allotments have now been taken and paid for. Still waiting for one outstanding payment - a letter to be sent out. Have been given a quote to remove the two baths from one of the allotments, unless they can be removed any other way.

  
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**170.2 - To discuss and consider play parks** – clerk updated the Cllrs that someone has fly tipped rubbish into Meanee park, to add onto the agenda for next month. A tree looks dead in the farm next to Oak Tree Park, the famer will need to be informed, **RESOLVED** to ask Cllr Greensmith for the name to contact. Ray will struggle to flatten the field at Hawthorne, Clerk will find another contact. It was **RESOLVED** for the clerk to show the play parks to the new Councillors on a Friday afternoon at 3.30pm.

**170.3 - To discuss and consider Village Hall car park** - Still ongoing.

**171 - To discuss and consider co-option of new Councillors and advertise for applicants** – taken at the beginning of the meeting.

**172 - Burial Board minutes and Agenda can be found via a link on Scotton-pc.gov.uk**

**Next meeting to take place Monday the 13<sup>th</sup> of April 2026 in Scotton Village Hall at 7pm**  
Meeting finished 8.35


Filming, photography and recording is allowed at Parish Councils Meeting under the openness of Local Government Bodies Regulations 2014

**Bank RECS Jan 26<sup>th</sup> to Feb 25<sup>th</sup> 2026**

Code	Date	Description	Supplier	Total
Allotment Income	28/01/2026	: Receipt - Allotment tenancy	Allotments	35.00
Allotment Income	28/01/2026	: Receipt - Allotment tenancy	Allotments	35.00
Room Hire	06/02/2026	: Receipt - Hall Hire	TWYMAN - Sewing	40.00
Room Hire	08/02/2026	: Receipt - Hall Hire	Eva Taylor - Pilates	120.00
Room Hire	06/02/2026	: Receipt - Hall Hire	Bowls	48.00
Bank Interest	25/02/2026	: Receipt - Interest Received	HSBC Bank	29.93
Bank Interest	25/02/2026	: Receipt - Interest Received	HSBC Bank	80.62
Allotment Income	11/02/2026	: Receipt - Allotment tenancy	Allotments	70.00
Water VH	29/01/2026	: Payment - Water - Scottish Water	Scottish Water	-18.68
Wages - Care Taker	31/01/2026	: Payment - Wages	Staff - Wages - Care Taker	-181.03
Wages - Parish Clerk	31/01/2026	: Payment - Wages	Staff - Wages - Parish Clerk	-833.26
Scribe Software Purchase	02/02/2026	: Payment - Scribe Software	Starboard Systems Ltd	-42.00
Telephone	09/02/2026	: Payment - Mobile Phone	TESCO MOBILE	-7.95
Purchases VH	06/02/2026	: Payment - Village Hall Purchases	Tesco	-6.34
HMRC	06/02/2026	: Payment - HMRC PAYE/NIC	HMRC	-99.62
Bank Charges	15/02/2026	: Payment - Bank Charges	HSBC Bank	-1.00
Gas VH	16/02/2026	: Payment - Octopus - Gas	Octopus	-371.27
<b>BACS for approval</b>				
Wages approved	1014.09			
HMRC	99.82			
Tesco phone	7.95			
scribe	42			
R Bowland hedge cutting	554.4			

**Scribe £42.00**

**NYC play park inspections £671.13 no invoice yet**

  
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