

Minutes of **Annual Parish Council Meeting** held on Monday **18th May 2015** in the Village Hall commencing at 7.15pm.

PRESENT: Councillors N Poole, Mrs B Todd, W Elsome, M Proctor, P Wright, A Clark, J England, J McKellar-Main, T Foster. Mrs P Skelton, Mrs G Sherwood & Mrs J Briggs; 9 members of the public and the Clerk.

Declarations of Acceptance of Office were completed by all councillors prior to the start of the meeting.

1. ELECTION OF CHAIRMAN

Councillor N Poole was nominated by Councillor T Foster, seconded Councillor J England. There being no other nominations, Councillor Poole was unanimously elected as Chairman and signed the Declaration of Acceptance.

The Chairman thanked all members for their support during the last year.

2. APOLOGIES FOR ABSENCE – None received

3. PUBLIC FORUM

a) Mr Radford commented on the following:

1. Planning Committee – query that full council meeting was not called for planning applications to be considered in February. The Clerk explained that the Planning Committee was arranged in February and full council called to attend.
2. Declaration of Interest by Councillor N Poole in respect of Mrs D Gelder having nominated him as a candidate in the recent elections, and her involvement with the Village Hall. The Chairman explained that declarations of interest are the personal responsibility of each councillor and are made as appropriate.
3. Annual Parish Meeting – suggested that a leaflet be distributed to every household to advertise the APM on 1st June.
4. Speeding on Brigg Road – noted two recent accidents on Brigg Road as a result of speed.

b) Mrs S Anderson – Manton solar farm application – concerns for equestrian users of the bridle path next to the proposed site.

4. ELECTION OF VICE-CHAIRMAN

Councillor J McKellar Main was nominated by Councillor T Foster, seconded B Todd. There being no other nominations, Councillor McKellar Main was unanimously elected as Vice-Chairman and signed the Declaration of Acceptance.

5. POLICE MATTERS

- a) Ridge Ward newsletter received and circulated
- b) Parking problems on Manor Farm Estate – email from Mr K Crowley forwarded to PC Teale.
- c) Speed monitoring data for A159 Northfield Road received from Roy Hindmarsh in response to request from the NATs meeting. Noted that location is currently 239 out of 446 in the Speed Management Strategy and does not meet the criteria for intervention.

6. ELECTION OF COMMITTEES AND REPRESENTATIVES

a) Planning Committee

Full Council

b) Leisure & Recreation Committee

The existing committee of the Chairman, Vice-Chairman, Cllrs. England, Mrs G Sherwood, T Foster, P Wright, Mrs B Todd & W Elsome were re-elected en bloc with the addition of Cllr. Mrs P Skelton.

c) Web Site Committee

The existing committee of the Chairman, Cllrs. Foster, England and Mrs G Sherwood were re-elected en bloc with the addition of Cllr. McKellar Main

d) Allotments Advisory Committee

The existing committee of the Chairman, Vice-Chairman, Cllrs J England, Mrs J Briggs, M Proctor and T Foster were re-elected en bloc with the addition of Cllr. Mrs B Todd. Mr Mick Walker was nominated and elected as Parish Council representative and Messrs. Ross , & Chapman to serve as Half Acre and Garden representatives.

- e) Personnel Committee
The existing committee of Councillors McKellar Main, Proctor, Sherwood & Clark were re-elected en bloc.
- f) Playing Field Representatives
Councillors Mrs G Sherwood & M Proctor were re-elected
- g) Village Hall Representative
Councillor Proctor was elected
- h) Lincolnshire Wildlife Trust Representative
Councillor A Clark was elected
- i) Sibelco Liaison Committee Representative
Councillor Poole was re-elected

7. **REGULAR MEETING DATES**

- a) Allotment Advisory Committee: Quarterly meetings set for the third Monday in June, September & December 2015, and February 2016
- b) Leisure & Recreation Committee: Bi-monthly meetings set for June, August, October 2015, January & March 2016.

8. **MEMBERS FINANCIAL & OTHER INTERESTS REVIEW**

All members submitted new Notifications of Interests following election to the Parish Council

9. **DECLARATIONS OF INTEREST**

- a) Mrs B Todd - Planning Application 2015/0364 – personal as patron of Jade Pavilion
- b) P Wright – Planning Application 2015/0510 – personal as friend of the applicant
- c) P Wright – Planning Application 2015/0391 – personal & prejudicial as neighbour of the applicant.
- d) J McKellar Main – Planning Application 2015/0364 – personal as patron of Jade Pavilion

10. **MINUTES OF LAST MEETING 13th April 2015**

The minutes were circulated prior to this meeting. Following an amendment to Min 153a to include: *Councillor England did not participate in discussion or voting on the above application* the minutes were agreed to be a true record and duly signed by the Chairman.

11. **MATTERS ARISING**

a) **Min 151a Playing Field**

The chairman reported on a preliminary site visit with the MMPFA Chairman and advised that cross hatch and line marking will be taking place shortly. The Clerk reported that on the advice of Neighbourhood Services a metal, free standing, litter bin has been ordered at a cost of £299.70. The Clerk suggested that the placing of the bin could serve as a deflection from the MUGA to the road thereby increasing safety. The order for the bin was approved.

b) **Min 151b Memorial Flowerbed**

The Clerk reported that she had engaged Ranner Services at a cost of £120 to remove the rogue bulbs from the flowerbed and that this had now been completed. This action was approved.

c) **Min 154g Messingham Village Hall**

Further to the request from Mrs Morgan for agreement in principle to an extension to the village for childcare provision, a letter of confirmation had been received from the Village Hall committee. It was agreed to agree in principle only at this stage.

d) **Min 154h BT Payphone Adopt a Kiosk**

Following discussion it was agreed to adopt the red kiosk on Northfield Road for £1 and to decide its purpose at a later date.

e) Min 155a/b Highways Issues

Instructions issued for the repair of pot holes. Noted that some have already been done. Also noted that the junction of Northfield Road with Highgrove will be included in a patching contract for completion in the summer.

f) Min156a Annual Parish Meeting

The Clerk advised that due to the re-arrangement of the Parish Council meeting to comply with the legalities arising from the elections, the Annual Parish Meeting has been re-arranged for Monday 1st June. It was noted that the APM is advertised on both noticeboards and the village magazine and it was agreed to publicise on the website and the Scunthorpe Telegraph. The suggestion made by Mr Radford for a leaflet delivery to every household was rejected as it was felt that it would not generate a significant increase in numbers unless a specific issue of interest was on the agenda.

15. ACCOUNTS

a) Passed For Online Payment/Direct Debit:

1. Mrs J Walker – clerk salary & allowance (29 th May)	£1023.07
2. Messingham Village Hall – monthly rent	282.50
3. D Jacklin Ltd - mole control	84.00
4. R Dixon – internal audit fee	448.40
5. BT – telephone/broadband account	116.08 d/d
6. Anglian Water – allotments water	16.54 d/d
7. Anglian Water – Holme Meadow water - credit only	(4.70)

b) Passed for Cheque Payment:

1. Mrs K Hall – play area attendant	130.05
2. G East – handyman	102.90
3. East Midlands in Bloom – entry fee	20.00
4. Messingham Bowls Club – precept grant	500.00
5. 2 nd Messingham Brownies – precept grant	100.00
6. Messingham Methodist Church – precept grant	2000.00
7. Messingham Supporters Group – donation	100.00
8. Ranner Services – removal of bulbs from Memorial flowerbed	120.00
9. H Simpson & Son – lawn feed for In Bloom	15.96
10. Holy Trinity Church – precept grant	1000.00
11. Messingham Village Hall – precept grant	1000.00

c) Monies Received:

1. North Lincolnshire Council – half year precept	25,000.00
2. Northern Powergrid – wayleave	85.37
3. Allotment Rents (14 th April to 5 th May 2015)	81.00
4. SDPOC – Holme Meadow hire	201.00

d) Internal Audit Report

Summary: *The accounts of the council continue to be maintained to a high standard and no significant matters arise that need be drawn to the attention of the council at this time.*

The recommendations arising from the audit were noted and recorded as follows:

1. Standing Orders/Financial Regulations - to be reviewed as soon as possible
2. Internal Control Procedures to be documented, reviewed and approved annually
3. Cheque counterfoils to be initialled – agreed to continue with the existing signatory sheet
4. Seek advice from HMRC re. VAT reclaim for significant capital expenditure. Noted
5. Review Risk Assessments annually. Regular agenda item for February and as required
6. Amend 2013 Precept Minute Ref. 1101/012b/4 to correct a typing error for the rate of pay for the handyman to £7.86.
7. Overpayment to handyman in August 2014 of £19.00 to be recovered from June 2015 payment.

8. Land holdings to be included on asset register at a nominal value of £1 each. Agreed
9. Bank reconciliations to be signed and dated by Clerk and Chairman. Agreed.

d) Annual Accounts to 31st March 2015

The Receipts and Payments Account and Bank Reconciliation were circulated to all members. These were approved and signed by the Chairman. There were no questions.

16. PLANNING

a) Planning Applications before NLC:

1. 2015/0391 Slingsby, 16 Cross Tree Road – roof lift conversion for additional living accommodation. *Councillor P Wright left the room prior to discussion on this application. Councillor N Poole declared his personal interest.* It was noted that a previous application had been refused by NLC. NO OBJECTION
2. 2015/0364 Rahmau, Jade Pavilion, 1-7 Wendover Road – change use of No 7 from A3 restaurant to A5 hot food takeaway inc. new entrance off Wendover Road; and single storey rear extension for additional staff toilet to NO. 5. *Councillor N Poole declared his personal interest.* NO OBJECTION
3. 2015/0387 MTS Manton Solar Ltd, Manor Farm Access Roads in Manor Farm, Manton – installation of ground mounted solar array and associated services and infrastructure. *Councillor N Poole declared his personal interest.* The Chairman reported that he had attended a public meeting and that the visual impact of the installation were the main objections. It was agreed to OBJECT in respect of the visual impact on a raised level and for the equestrian concerns for the bridle path alongside.
4. 2015/0548 Karlsberg, 8 Temperance Avenue – erect single storey rear extension. NO OBJECTION
5. 2015/0397 Kirby, 74 Kealholme Road – remove existing conservatory & replace with orangery. *Councillor N Poole declared his personal interest.* NO OBJECTION
6. 2015/0555 Grout, Weldon, Chestnut Drive – demolish and replace garage. *Councillor T Foster declared his personal interest.* NO OBJECTION
7. 2015/0599 Foster, Willow Farm, Northmoor Road – first floor extension & terrace to front. NO OBJECTION
8. 2015/0510 Barnet, 20 Northfield Road – erect dormer extension. *Councillor P Wright left the room prior to discussion.* Noted that a previous application had been refused by NLC and that a subsequent appeal had not been upheld. NO OBJECTION

Councillor England took no part in discussion or voting on the above application

b) Planning Decisions by NLC:

1. 2015/0118 Bunyan, 4 West Green – demolish garage, erect rear extension & new detached garage. GRANTED
2. 2015/0292 Grinhaff, 6 Hall Rise – single storey side extension. GRANTED
3. 2015/0173 Sargent, Melcot Nurseries, Kirton Road – erect building for horticultural sales/garden centre. GRANTED

17. CORRESPONDENCE

- a) NLC
 1. Market consent for Messingham Show 7th June
 2. Standards Training for new councillors 26 & 29th June
- b) ERNLLCA – 1. Newsletter; 2. Co-option explanatory notes/application form; 3. Being a Good Councillor Course.
- c) K DAVIDSON – Asset register; website usage proposals. Owing to the lengthy content of the correspondence the Clerk gave a resumé which included a reminder for updating the asset register and a suggestion for live webcam recordings of parish council meetings and making better use of the website. It was agreed to scan and circulate the letter to all members for further discussion at the next meeting.

The Clerk suggested that a meeting of the website committee is long overdue and it was agreed to make arrangements to hold one in the near future.

- d) D JACKLIN LTD – Notification of price increase from £60 to £70 per month. Accepted.
- e) MESSINGHAM JUNIOR FC – Disputed charge for under 18's use of Holme Meadow. It was agreed that the charge should stand but that all charges will be reviewed at the next meeting of the Leisure & Recreation Committee.

- f) NORTH LINCS VCS- Meeting New Horizons project – information required. Agreed to send village organisation contact details.
- g) HWRCC – Thanks for membership renewal
- h) N LINCS & GOOL NHS FOUNDATION TRUST – NHS Health Check sessions in Messingham Library on 19th May & 16th June.
- i) AON INSURANCE – Quotation for council insurance. Noted that the council is committed to Zurich Insurance for one more year but to retain for comparison.

18. VILLAGE COMPLAINTS/COMPLIMENTS

- a) Brigg Road – Councillor Mrs Todd pleased to report that the parking of cars near the junction appears to have ceased.
- b) Volunteer Insurance – Councillor Elsome asked if volunteers are covered under the council's insurance. The Clerk advised that she believed this to be the case but would confirm with the insurers.
- c) Temperance Avenue – Councillor Proctor asked when the sewerage/ drainage works would be completed. Clerk to investigate and forward the information.
- d) High Street – Councillor Wright pleased to report the lack of litter outside the shops.
- e) Alison Close – Councillor England reported that horses are using the footpath. Noted.
- f) Post Office Post Box – Councillor England asked that the Post Office be reminded that the post box requires painting.

19. OTHER BUSINESS

- a) PRINTER – The clerk requested permission to replace the colour printer which has stopped working. A quotation was received from Office Friends for £134 for a colour printer/scanner. It was agreed to purchase .
- b) CO-OPTION OF COUNCILLORS – Noted that Councillor Caley has requested to be considered for co-option has he had failed to put his election nomination in on time. It was agreed to advertise the three vacancies on the notice boards, the village magazine, the website and the Scunthorpe Telegraph, for consideration at the next meeting on 8th June.

THIS CONCLUDED THE BUSINESS OF THE MEETING