

Minutes of the **Parish Council** meeting held on Monday **11th June 2018** in Messingham Village Hall commencing at 7.15pm.

Present: Cllrs. J McKellarMain (Chairman), Mrs J Briggs, W Elsome, T Foster, Mrs P Hunt, Mrs B Todd.

In Attendance: Tracey Black, Parish Clerk

Also present: 3 members of the public

PUBLIC FORUM

The Chairman opened the meeting at 7.15pm

25. Apologies for Absence

Apologies were received from Councillors A Clark, J England, A Holmes, N Poole, M Proctor, Mrs G Sherwood, Mrs P Skelton, K Sylvester, P Wright,

26. Declarations of Interest

Cllr B Todd – Premises licence variation, Holme Hall Golf Club – declared a personal interest as attends functions.

27. Minutes of the Annual Parish Council meeting on Monday 14th May 2018

a) The minutes were circulated to all members prior to the meeting. The minutes were agreed to be a true record and duly signed by the Chairman.

28. Clerk's Report

a) Annual Parish Meeting Min 7c) Temperance Avenue parking/excavation work

Report received from NLC that the roadworks have the necessary permits in place. NLC officer to visit to ensure site compliance.

b) Annual Parish Council meeting;

public forum – agendas on notice board

The clerk advised as part of the transparency code that Agendas are now placed on the website. Draft Minutes will also be placed on the website not later than one month following the meeting.

29. Police Matters/NAT's

a) Crime report received and circulated prior to the meeting. Crimes reported during the period 11 May-6 June 2018 - 2 residential burglary; 1 business burglary; 2 shop theft offences; 1 vehicle offence; 10 violence against the person offence.

30. PLANNING

a) To resolve the planning applications

i) PA/2018/800 – Mr & Mrs Boylen, 96 Brigg Road – to erect a rear sunroom.

It was resolved No Objections.

ii) PA/2018/965 – A Bradford, Belldene, Butterwick Road – to erect a side extension, carry out alterations to facilitate additional first floor accommodation and erect a detached double garage.

It was resolved No Objections.

b) To receive any decisions made by NLC

i) PA/2017/836 – S Kirby, Messingham Farm Shop – to vary condition 6 of PA/2015/796 to amend opening hours of the café to 10am – 10:30pm Monday to Saturday and 10am – 6pm on Sundays. Granted – with conditions.

c) To receive Premises licence variation

Holme Hall Golf Club, Holme Lane – to remove the club rules that have been included in the General Conditions of the Premises Licence; 'The club shall abide by the Club Rules as attached at Annex 2'

Signature

Date

Cllr T Foster declared a personal interest as a member of the Golf Club

Cllr J McKellar Main abstained due to a conflict of interest as a serving police officer.

It was resolved that as the members present would be inquorate this would be deferred to the Leisure & Recreation meeting on Monday 18th June 2018.

31. Finance

a) Passed For Payment:

Pay ref.

35.	ICO – data protection fee	40.00 cheque
36.	Methodist Church – precept grant	1300.00 cheque
37.	Messingham Village Hall – precept grant	1000.00 cheque*
38.	W Bonsall – Allotment deposit refund	25.00 cheque**
39.	NLC - Church Waste collection	49.36 dd
40.	Wave – Water Allotments	22.50 dd
41.	Wave – Water Allotments	18.45 dd
42.	Wave – Water Holme Meadow	13.05 dd
43	Three.co.uk – mobile contract clerk	22.40 dd
44.	D Jacklin Ltd – mole control	240.00 online
45.	Messingham Village Hall – monthly rent	226.00 online
46.	Sissons Gardening Services – gardening contract	528.91 online
47.	MKS Groundcare – grass cutting contract	1823.81 online
48.	Office friends – copier paper	25.20 online
49.	MT Decorators – painting changing container Holme Meadow	588.00 online
50-52	Salaries and wages as per attached schedule	1189.78 online

* payment pending receipt of relevant invoices

** payment pending clearance of allotment

b) Accounts between meetings

34. ebuyer – Laptop including Microsoft office 698.78 online (Agreed 9/4/18 Min. 194f)

c) Monies Received

Messingham Scouts – rent storage container 1.00

V Westhead – Allotment 18aa – rent/expenses/deposit 36.50

It was resolved that the payments be approved.

d) NLC Highway Grass cutting pilot Min 22

The clerk reported that Contractor A was unable to accept the contract due to commitments. References had been obtained for Lawn n Order and the contract awarded.

It was agreed to suggest to NLC an arrangement for the responsibility for Ashlin Court and open areas on Trentholme.

e) Churchyard grass cutting Min 22

Following concerns raised of the standard of the grass cutting at the Churchyard the Chairman had asked Councillors to visit and offer their views. It was agreed to send correspondence to MKS Groundcare to advise that the work was not of an acceptable standard.

f) Petty cash Min 14c4)

It was resolved to transfer the petty cash balance of 42p to the current account as per the advice of the Internal Auditor.

Signature

Date

32. General items of business**a) Holme Lane Traffic monitoring**

The clerk reported the results of the traffic monitoring for the period 11th – 17th April 2018 on Holme Lane. It was placed 225 out of 437 North Lincolnshire locations, and will not therefore receive enforcement or flashing signage. Clerk to forward to resident who had requested.

b) High Street Traffic management Min APM 7

Further to requests from residents at the Annual Parish Meeting a request had been submitted to NLC for a traffic management assessment. NLC have asked for suggestions. It was agreed to suggest a 'priority' traffic system.

Correspondence received from resident on Eastfield Road that double yellow lines would lead to speeding vehicles.

c) Holme Amalgamation boundaries and responsibilities Min 19f

The clerk re-circulated the NLC reorganisation and community governance order prior to the meeting. This provides details and a map of Holme parish. The number of councilors will remain at 15, there is no land, property rights and liabilities to transfer. The clerk added that the area covers Holme, Twigmoor and Raventhorpe, with an electorate of 90 and 41 properties.

d) General Data Protection Regulations update and approval of policies

The clerk gave an update on the GDPR;

A data audit has been completed.

Privacy notice for Employee/Councillors introduced and forwarded to each person.

Privacy notice – General – introduced and forwarded to hirers; allotment holders; organisations.

i) To approve Privacy policy – it was resolved to approve the Privacy policy.

ii) To approve Subject access policy – it was resolved to approve the Subject Access policy.

iii) To review and approve retention policy – it was resolved to approve the retention policy.

The clerk reiterated the responsibilities of the Councillors and it was agreed to circulate the NALC briefing summary.

The clerk was thanked for her work to date on the GDPR. The policies will be placed on the website.

e) New Row land registration Min 17a

The clerk reported that an objection to the land registration had been submitted by the Solicitor on behalf of the Parish Council. The clerk had found a letter dated 3 November 1985, from the Parish Council to the Village Hall committee stating that the solicitor is of the opinion that the land north of the boundary fence legally belongs to the Parish Council. This has been forwarded to the Solicitor.

f) Northfield Road access land Min 18i/j

The clerk reported confirmation from the Solicitor of completed land registration of the outstanding strip of land. It was agreed to seek a signed agreement from the residents with permitted access, to place parking bollards.

g) Handyman position Min 24

The clerk reported that the duties had been agreed and the post accepted by the applicant. He will commence mid-late July.

33. Councillor/clerk reports from meetings attended

No reports.

34. Correspondence for discussion/decision**a) Resident Park View**

Overgrown path from the end of Park View to Allotments – Cllr Foster to inspect and report findings to the Allotment Advisory committee meeting on Monday 18th June.

Signature

Date

35. Correspondence for information**To note correspondence received for information.**

- a) NLC – Forthcoming meetings for June 2018 – circulated and placed on parish council noticeboard.
- b) NLC – Surface dressing programme commencing 11/7/18 for 3 days-noted-copy to be sent to Cllr. J Briggs for Ashlin Court residents.
- c) NLC – Public footpaths 203 & 206 – confirmation of modification order. Confirmation received from NLC that this will have no effect on the Parish Path cutting schedule.
- d) NLC – New Street numbering Temperance Avenue & Old School Yard – circulated and noted.
- e) Humberside Police & Crime Commissioner – Invitation for Chair to Meeting Tuesday 26 June 6-8pm, Café Indie, Scunthorpe – emailed to Chairman.
- f) ERNLLCA – May newsletter, circulated via email.
- g) Messingham Show Committee – A Thank you for the provision of the field – noted
The clerk reported that there was an amount of litter left on the field, this included paint balls and a good number of cable ties. Cllr Foster, as chairman of Messingham Show reported that a thorough collection had been carried out and apologised. It was noted that there was no activity involving paint balls at the show and suggested this may be due to the recent burglary at the adjacent paintball business.
The cable ties may be due to the marquee company. Clerk to inform Messingham Show committee.
- h) Seafarers UK – to fly red ensign on Merchant Navy Day, 3 September - noted

To note correspondence received after agenda was posted

- i) Armed Forces Day – Sunday 24 June, Brumby Hall Sports ground-to place on village noticeboard.

36. Village complaints/compliments

- a) 14 EAST GREEN – on-going building work-pile of rubble and caravan in drive. NLC enforcement are aware and to visit.
- b) KIRTON ROAD – pot hole – reported.
- c) CHURCHYARD – poor standard of grass cutting
- d) Compliment - PLAYING FIELD – standard of grass cutting
- e) Compliment – Playing field extension and play area standard of grass cutting
- f) Compliment – Planting summer bedding around the village – clerk to advice Gardening contractor.
- g) ONGO – glass on path outside Ongo homes – clerk advised this had been removed.

37. Date/time/venue of next meeting

- a) Allotment Advisory Committee meeting was confirmed as Monday 18th June 2018 at 7pm
- b) Leisure & Recreation meeting was confirmed as Monday 18th June 2018 at 7.30pm
- c) The next Full Parish Council meeting was confirmed as Monday 9th July 2018 at 7.15pm in the Village Hall, Messingham.

38. To consider the exclusion of the public and press for the following items of business in accordance with the Public Bodies (Admission to meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed. - Agreed

- 39. **Employee absence cover** - Play area cover provided by volunteer prior to new handyman commencing.

This concluded the business of the meeting, the meeting closed at 8:50pm

Signature

Date