

Minutes of the **Parish Council** meeting held on Monday **13th August 2018** in Messingham Village Hall commencing at 7.15pm.

Present: Cllrs. J McKellarMain (Chair), Mrs J Briggs, A Clark, W Elsome, J England, Mrs P Hunt, M Proctor, Mrs P Skelton, Mrs B Todd,

In Attendance: Tracey Black, Parish Clerk

PUBLIC FORUM – No members of the public were present.

The Vice-Chairman opened the meeting at 7.15pm

65. Apologies for Absence

Apologies were received from Councillors T Foster, A Holmes. N Poole, Mrs G Sherwood, P Wright.

66. Declarations of Interest

Cllr A Clark – PA/2018/1177 – declared a personal interest as a near neighbour.

67. Minutes of the full council meeting on Monday 9th July 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 Chair.

b) Minutes of the Planning meeting on Monday 23rd July 2018

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 Chair.

68. Clerk's Report

a) **Councillor co-option** – following the 14 day notice of vacancy, no election was called. A Casual vacancy is being advertised for co-option at the Parish Council meeting on Monday 10th September 2018.

Application forms are available from the Clerk.

b) **Play area safety tiles Min 55h**– wet pour filling work has been completed by NLC.

c) **Speeding Butterwick Road Min 58a** – monitoring to take place in September 2018

d) **Trentholme open land tree concerns-Planning meeting public forum**, Mr C Davidson –A reminder has been sent from the Chairman to NLC and the Environmental officer (Trees & Landscape) is to inspect.

69. Police Matters/Neighbourhood Action Team (NAT)

a) Crime report had been requested but not received. The clerk to circulate on receipt.

b) Forthcoming NAT meeting dates – 3 Oct 2018; 16 Jan 2019; 1 May 2019; 14 August 2019.

All meetings to be held at Scawby Village Hall at 7pm.

70. PLANNING

a) To resolve the planning applications

Cllr A Clark left the room prior to discussion of the following planning application

i) PA/2018/1177 – M Withers, 44 Knightsbridge Road – to erect a side extension, raise the roof height and other alterations to facilitate loft conversion and erect new boundary wall adjacent to highway.

It was resolved to OBJECT for the following reasons;

a) Loss of amenity due to overlooking on to neighbouring properties

b) Roof height not in keeping with neighbouring properties.

Signature

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Cllrs Mrs B Todd and J McKellar Main declared a personal interest as customers of the following application;

- ii) PA/2018/1090 – F Gjoni, The Gables, Northfield Road – to retain the use of the site as a hand car wash. It was resolved NO OBJECTIONS on the condition there is adequate facility to dispose of waste.
- b) To receive any decisions made by NLC
- i) PA/2018/926 – A Watson, field opposite Holme Hall Golf Club – permission to erect a four-bay driving range and 10-bay car park - GRANTED
- ii) PA/2018/970 – S Broadbent, White Cottage, Butterwick Road – to erect a first-floor rear extension GRANTED
- iii) PA/2018/1048 – Mr & Mrs McDonagh, 51 Brigg Road – to vary condition 3 of PA/2017/1223 namely to change the materials and finishes from that previously agreed to cream coloured render - GRANTED
- iv) PA/2018/1104 – R Chappell, Landmoor Farm – requirement for prior approval for proposed agricultural building – NOT REQUIRED
- v) PA/2017/362 – J Stanley, land at junction Northfield Road – change of use of land to site a caravan- REFUSED.

71. Finance

a) Accounts passed for payment

Accounts between meetings:

Pay ref. no.

71	Southbank Skip Hire – Allotment 50-57 clearance – Allot. min 569c	170.00 online
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Passed For Payment:

Pay ref. no.

72	NLC – Church waste collection	49.36 dd
73	Three.co.uk – mobile contract clerk	22.40 dd
74	D Jacklin Ltd – mole control	120.00 online
75	Messingham Village Hall – monthly rent	282.50 online
76	Sissons Gardening Services – gardening contract	528.91 online
77	MKS Groundcare – grass cutting contract	843.55 online
78	Lawn N Order – Highway verges	808.80 online
79	Office Friends – printer ink	46.08 online
80	PKF Littlejohn LLP – External auditor fee	360.00 online
81	Zurich Insurance – annual renewal	835.55 online (item7c)
82	Digitech – copying	18.98 online
83	Kyanite – Annual website maintenance/hosting	129.16 online
84	T Black reimburse–Bradbury,Roberts&Raby sols-declaration fee	10.00 online
85-86	Salaries and wages as per attached schedule	1046.25 online

b) Monies Received

NLC – Add.areas of Highway Grass cutting (Ashlin Court/Trentholme)	511.00
Co-operative – In Bloom Sponsorship	250.00*
SDPOC – Holme Meadow hire	100.00
NLC – 2 nd Precept payment	28500.00

*It was agreed that the flowerbeds outside the Co-operative store and Ongo homes on Wendover Road were not of a required standard for a focal point of the Village. Clerk to report concerns to Sissons Gardening Services and ask permission from Ongo to carry out grass cutting.

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c) Insurance – To consider insurance cover and agree annual renewal quotation from Zurich Insurance.

The clerk reported that the AR-M160 Sharp copier was not compatible with Windows 10 and had no actual value. An upgrade from Digitech would cost £75/quarter lease plus printing cost would be approx. £30/month. Present cost approx. £10/month. It was agreed that the present Brother printer is more cost effective for current requirements and to remove the Sharp Copier from the Insurance policy. This will reduce the payment by £21.52 to £835.55.

It was resolved that the payments be approved.

d) Prizes for allotment and Best front garden competitions – to approve annual prize money.

It was agreed to provide prizes for each competition as previous years £50/£30/£20 and £20 newcomer, being a total of £220. The clerk to purchase garden gift vouchers.

e) External auditor report – To receive the review and notice of conclusion from PKF Littlejohn.

Clerk reported that the external audit was now complete, with no matters of concern raised. The certificate is currently displayed on the notice boards and the website.

f) Rabbit control on the Allotments – *Min 52e* – To receive the response from ERNLLCA and Zurich Insurance regarding control by firearms and consider future action.

Zurich Insurance responded that they have no risk assessments for individual enquiries. Advice to be taken from Police or consider engaging pest control organisation.

ERNLLCA advised that an occupier has a duty of care towards any visitor to take reasonable care and see that the land is reasonably safe. This extends to trespassers and will be higher for children. As the public could be in the allotment at any time, permitting shooting could amount to a breach of duty. A warning notice would not exclude or restrict liability for death or injury. Advice is to consider other methods of pest control.

It was agreed to monitor the rabbit population and damage.

g) Sissons gardening services – to consider any further watering of flower beds at a cost of £48/visit.

It was agreed that the clerk could agree further watering if required.

h) Trentholme play area request – to consider request per July meeting *min 59e* from resident Acacia Way for Play area on the open space.

This request had been forwarded from NLC and is NLC owned land. It was agreed to draw their attention to the fact that a past survey had shown objections from neighbouring residents for a play area.

i) PKF Littlejohn – outstanding information for Holme Parish Meeting- to receive action taken by the clerk.

The previous clerk for Holme Parish Meeting had received a letter of outstanding information and administration charge of £40. Messingham clerk spoke to PKF Littlejohn and determined a completed AGAR Part 1 exemption certificate was required. This was duly completed and submitted as instructed and acknowledgement received. The administration charge would be deleted.

j) Play area attendant & MUGA cover – to consider a gift.

It was agreed to purchase a £50 'One 4 All' Gift card from the Post Office, to be taken from the Chairman's Allowance.

72. General items of business

a) Dog fouling/off leads at Allotment – *Min 52f* – To receive response from ERNLLCA and to determine course of action for Allotment holder/s and public.

ERNLLCA recommended that the allotment holder be informed that they are in breach of condition 11 and could be served notice to quit the allotment. As the allotment holder has already been sent a letter

Signature

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reminding them of Rule 11 'All dogs must be on a lead' which they have refused to adhere to, it was agreed to send a letter to advise that termination would follow if Allotment rules are not complied with. It was agreed to order a sign for the Allotment pedestrian gate on West View.

b) Remembrance Day

i) To consider responses to Humberside Police for details of Remembrance Day parade.

Clerk to respond with likely attendance of 300 people all other information as per previous years.

ii) To receive and consider proposals for 100 year Armistice Commemoration.

It was agreed to ask Cllr A Holmes if any further meetings/plans had taken place in the Village.

c) New Row – to receive a progress report on land registration of land on New Row

The residents of SilverLea have submitted an application to the Land Registry based upon adverse possession. The clerk reported that Symes, Baines Broomer Solicitors had now submitted a statutory declaration and letter of objection on behalf of the Parish Council to the Land Registry.

d) Overgrown path from West View to Park Street – *Min 55i* - to receive response from NLC that this is not adopted highway and no records of maintenance responsibility.

Concerns raised regarding re-opening the path. It was agreed no action at the present time. Resident on Park View to be advised.

e) Personnel & Finance committee vacancy - To elect member onto Personnel & Finance committee

Cllr Mrs B Todd was proposed by Cllr W Elsome and was seconded by Cllr Mrs P Skelton, all agreed unanimously.

73. Councillor/clerk reports from meetings attended

a) ERNLLCA – AGM Thursday 19th July – attended by Clerk- Noted

b) NLC Town & Parish meeting – Thursday 19th July – attended by Clerk-items discussed; on line portal; Health training; Ward profiles - noted

c) NLC – In Bloom certificate presentation – Tuesday 31st July 2018 – attended by Ridge members/clerk. Framed certificate circulated around the members present.

74. Correspondence for discussion/decision

a) Kirton Lindsey Town Council – Annual Civic Service on Sunday 2 September 2018.

Clerk to forward to the Chairman Cllr Poole for consideration.

75. Correspondence for information

To note correspondence received for information.

a) NLC – Forthcoming meetings for September 2018 – placed on Parish Council notice board.

b) NLC – Child-minding briefing Wednesday 19th September 2018 poster- to be placed on Village noticeboard.

c) ERNLLCA – July newsletter – circulated on receipt by email to Councillors

d) Messingham Village Hall committee – update of extension commencement.

Contracts signed and work to commence 1st/2nd week of September.

Clerk to enquire if building work will disrupt the meeting room.

e) Carers Support Centre – information and support poster – to be placed on Village noticeboard.

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To note correspondence received after agenda was posted

- f) Bottesford Town Council – Table top summer sale -Wednesday 22 August 10-12 noon-noticeboard
- g) CPRE AGM – Saturday 1st September 12:30 at the Pink Pig. Lunch/talk/guided tour cost £10-noted
- h) Humberside Police & Crime Commissioner – Offer to attend meetings.

It was agreed to ask to attend the Annual Parish Meeting in 2019.

76. Village complaints/compliments

- a) BRIGG ROAD/FAIRFIELD DRIVE SNICKET – reported that this has been adopted by NLC and repair work commenced.
- b) Compliment to outstanding display at the Memorial. Clerk to seek advice for best time to replant for Remembrance Day.
- c) HOLME LANE – pot hole – report to NLC
- d) HIGHGROVE – footpath o/s no. 8&9 and crumbling top road surface o/s nos. 3-6
- e) DOG BIN Brigg Road/Eastfield Road junction. Previously reported damaged, awaiting replacement. Clerk to request NLC to remove due to sharp edges.
- f) NORTHFIELD ROAD Access land to playing field – Long grass – Clerk to chase MKS Groundcare for cutting of this.
Progress of the parking bollard was requested – the Clerk informed that Northern Powergrid had agreed to the installation with a combination lock and the post is being ordered.
- g) Cllr J England advised that NLC are due to launch a scheme to keep the elderly safe in their homes. Grants will be available to improve security to households. Clerk to place in Village magazine when details available.

77. Date/time/venue of next meeting

- a) The next Full Parish Council meeting was confirmed as Monday 10th September 2018 at 7.15pm in the Village Hall, Messingham.

78. To consider the exclusion of the press and public 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 of business to be discussed. – No public were present.**79. Handyman – to agree details of the Handyman contract (circulated to the Personnel and Finance committee prior to the meeting) and agree current additional job list.**

The contract was agreed subject to two additions. List of current additional jobs was agreed.

Clerk to circulate handyman duties to Councillors for information.

The sale of the trailer was discussed. It was agreed the clerk meet with Cllr Proctor to ascertain a value to advertise the trailer.

This concluded the business of the meeting, the meeting closed at 8:42pm

Signature

Date