

MESSINGHAM PARISH COUNCIL

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NOTICE OF FULL COUNCIL MEETING OF MESSINGHAM PARISH COUNCIL

To: All Councillors,

You are hereby summoned to attend a meeting of Messingham Parish Council on **Monday 9th November 2020 at 7pm**, for the purpose of transacting the following business. Due to Covid-19 restrictions the meeting will be held remotely via Zoom. Join using: www.zoom.us/join Meeting ID: 835 0670 9596 Passcode: 963294 or to dial in: 0203 901 7895 <https://us02web.zoom.us/j/83506709596?pwd=ZkJUUVlhml1pidGJNeTM5bzBJcTB6UT09>

Tracey Black

Clerk to the Parish Council

4th November 2020

Members of the public and press are welcome to attend the meeting using the details above.

AGENDA

1. **Apologies for absence** To receive apologies for absence.
2. **Declarations of interest**
 - a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interest should identify the agenda item and type of interest being declared.
 - b) To note dispensations given to any member of the council in respect of the agenda items listed below.
3. **Public Forum**
 - a) To resolve if necessary, to temporarily suspend the meeting for a period of no more than 15 minutes to allow for a period of public participation.
Members of the public may raise subjects they wish to bring to the attention of the Parish Council, make representations and give evidence in respect of business on the agenda. Decisions relating to items on the agenda will be made within the agenda item. Items not on this agenda will be answered in writing or as a future agenda item.
4. **Minutes of previous meeting**
 - a) To approve and sign the minutes of the Full Parish Council meeting held on Monday 12th October 2020.
5. **Clerks report**

To receive an update from the Clerk on items from the minutes not shown separately on this agenda (Appendix A)
6. **Planning**
 - a) **To receive planning applications from NLC and resolve a response**
 - i) PA/2020/1411 – N&P Burrows Ltd, south of Inglewood House, North Moor Road – to change use of land to provide caravan and motorhome storage facility with associated development.
 - ii) PA/2020/1624 – Y Dean, 12 Egton Avenue – loft conversion with former extension to form two bedrooms and a bathroom. Additional internal layout modifications to allow proposed layout to function.
 - b) **To receive decisions made by NLC**
 - i. PA/2020/1234 – Coult, 16 Aysgarth – change of use of garden outbuilding to beauty treatment salon-Granted
 - ii. PA/2020/1264 – Atkinson, 65 Kealholme Road – to erect single storey side extension - Granted
 - iii. PA/2020/1360 – Withers, 44 Knightsbridge Road – to erect boundary fence and gate - Refused
 - iv. PA/2020/1134 – Smith, 106 Brigg Road – to erect single storey rear extension and relocate conservatory-Granted

7. Finance

- a) **Payments** – to review and approve monthly payments. *See Appendix B*
- b) **Receipts** – to note receipt of income. *See Appendix C*
- c) **PKF Littlejohn LLP Accountants** – to receive the External Auditor report 2019/20
- d) **Scale of Charges – Miscellaneous** – to review and approve

8. General items of business

- a) **Christmas lights** – to agree arrangements to place the lights on the tree at the Memorial
- b) **Christmas competition** – to receive update and agree judging

9. Leisure & Recreation items

- a) **Holme Meadow** – to receive Income & Expenditure summary and review and agree scale of charges.

10. Ridge Ward Councillor report - To receive a report from Ridge Ward Councillors on NLC activities.

11. Police matters / Neighbourhood Action Team (NAT) / Office of Police & Crime Commissioner (OPCC) reports

12. Councillor reports

To receive reports from Councillors / Clerk on meetings attended representing the Parish Council.

- i) ERNLLCA – N Lincs District committee meeting Thursday 15 October 2020 via zoom attended by the Clerk

13. Correspondence for discussion/decision

- a) ERNLLCA – AGM Thursday 26th November 2020 7pm – to agree attendance
- b) NLC Speed monitoring report on Northfield Road – to receive results
- c) Atkinson, Northfield Road – to consider resident concerns of speeding vehicles on Northfield Road
- d) Bottesford Town Council – to consider letter of concern regarding fly tipping issues on parish boundary near the sewerage works, also letter from Friends of Bottesford Beck requesting help to keep area free from fly-tipping.

14. Correspondence for information

- a) To note correspondence received for information. *See Appendix D*
- b) To note any correspondence received after the agenda was posted.

15. Village complaints/compliments - To receive and consider any Village complaints and compliments.

16. Date/Time/Venue of Next Meeting

- a) To confirm date and time of the Precept meeting on Monday 23rd November 2020 at 7pm.
- b) To confirm date and time of next Full Parish Council meeting on Monday 14th December 2020 at 7pm.
Meetings to be held by zoom due to Covid-19 restrictions.

17. 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.

It is the responsibility of each member of the Council in attendance to make sure that confidential discussion cannot be overheard / seen / recorded by other persons.

18. Car Park lighting – to consider tenders for supply and installation

19. Play Area – to receive quotation for wet pour Min. 76b

Clerk's Report – Appendix A

Min 72b – Allotment signage installed

Min 74f – Lease renewals - update

Min82a – Ashberry Drive – NLC advised dead trees already on work schedule to be removed.

Min 85 – Village Car park height barrier – to be notified contract awarded

Min 86 – Holme Meadow – height barrier / pedestrian gate / vehicle gate / fencing – to be notified contract awarded

Accounts - To be passed for Payment – Appendix B

Ref	Date	Payee	Details	Vat	Total	Method
122	26/10/20	British Gas	Electric – War Memorial	0.41	8.70	Dd
123	3/11/20	British Gas	Electric – MUGA	0.96	20.19	Dd
124	10/11/20	Public Works Loan Board	Half yearly repayment	0	1464.61	Dd
125	11/11/20	Three.co.uk	Clerk mobile	0	6.00	Dd
126	11/11/20	Messingham Village Hall	Monthly rent	0	245.00	online
127	11/11/20	Sissons Gardening Services	Gardening contract	0	474.44	online
128	11/11/20	Gains Pest & Environment	Mole Control contract	0	75.00	online
129	11/11/20	N Drinkall	Handyman services Inc. £22 materials	0	332.50	online
130	11/11/20	MKS Groundcare Ltd	Grass cutting contract	83.31	499.87	online
131	11/11/20	MKS Groundcare Ltd	Verge cutting contract	179.60	1077.60	online
132	11/11/20	MKS Groundcare Ltd	Holme Meadow-hedge and dyke cutting	96.00	576.00	online
133	11/11/20	Mill View Fencing	Public Rights of Way-Messingham & Holme	0	2259.75	online
			Public Rights of Way-Manton	0	853.50	
			Public Rights of Way – East Butterwick	0	486.00	
			Verge cutting – East Butterwick	0	450.00	
134	11/11/20	B Ross	Allotments – Hedging & Maintenance	83.55	501.30	online
135	11/11/20	PKF Littlejohn LLP	External audit work	60.00	360.00	online
136	11/11/20	Kyanite Consulting Ltd	Website accessibility regulations work	18.00	108.00	online
137	11/11/20	Festive Lights	Christmas tree LED lights / star	20.53	123.16	online
138	11/11/20	Scunthorpe signs	Allotment signage	12.00	72.00	online
139	11/11/20	Royal British Legion	Wreath donation	0.00	200.00	online
140	11/11/20	T Black	Reimbursement-zoom (2 meetings)	2.40	14.39	online
141	11/11/20	T Black – reimbursement	Bag piper	0	50.00	online
142	11/11/20	Salaries & wages	Salaries & Wages	0	1357.47	online
143	30/11/20		(separate confidential schedule)			

Monies Received – Appendix C

Ref.	Date	Received from	Details	Amount	Method
30	17/10/20	Messingham Scouts	Annual rent West View building	0	1.00
31	19/10/20	McLoughlin M&R	Allotment 49A – deposit/rent/expenses	0	34.00
32	26/10/20	B Ross	Half Yearly small holding rent	0	336.00

Correspondence for information – Appendix D

NLC – Forthcoming meetings

ERNLLCA – newsletter, circulated on receipt

CPRE – Runner-up Best Kept War Memorial – certificate received

HWRCC AGM Tuesday 17 November 2020 10am via zoom