

MESSINGHAM PARISH COUNCIL

Parish clerk: Tracey Black
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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 12th April 2021 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: 846 9563 7329 Passcode: 952985 or to dial in: 0203 901 7895
<https://us02web.zoom.us/j/84695637329?pwd=M0QrelMxNFY0LOl3Zm5lQ0h4OTBRQT09>

Tracey Black

Clerk to the Parish Council

7th April 2021

Members of the public and press are welcome to attend the meeting using the details above. The clerk can be contacted if further information is required.

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 meetings**
 - a) To resolve to approve as a correct record the minutes of the Full Parish Council meeting on Monday 8th March 2021
 - b) To resolve to approve and adopt the minutes of the Personnel committee meeting held on Monday 8th March 2021
 - c) To resolve to approve the minutes of the Planning meeting held on Monday 22nd March 2021
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/2021/213 – A Carpenter, Play Avenue Ltd, Kirton Road – for outdoor children’s climbing frame, food kiosk, childrens racetrack with canopy roof and hardcore parking with lighting.
 - ii) PA/2021/340 – P Semiante, Kierdan Park – for change of use to incorporate a school/educational facility including construction of proposed classrooms.
 - iii) PA/2021/326 – M Chantry, field north of Brigg Road – to install a dropped kerb to provide field access.
 - iv) PA/2021/502 – K Boswell, 37 Butterwick Road – to erect a single-storey ground floor side extension and make alterations to incorporate two dwellings in to one, and erect a single-storey detached garage.
 - v) PA/2021/554 – N Green, 50 Leaburn Road – to erect a single-storey ground floor rear extension.

b) To receive decisions made by NLC

- i) PA/2020/764 – field south-east Catchwater Farm, Butterwick Road – to change the use of paddock to Children’s Eco-Nursery to include the rection of office, teaching lodge and polytunnel and other associated alterations – Granted with conditions.

c) To receive Appeal decisions

- i) PA/2020/1360 – M Withers, 44 Knightsbridge Road – to erect a boundary fence and gate – Appeal allowed

7. Finance

- a) **Payments** – to review and approve monthly payments. *See Appendix B*
b) **Receipts** – to note receipt of income. *See Appendix C*
c) **Bank reconciliation** – to approve the year end bank reconciliation circulated prior to the meeting as at 31 March 2021.
d) **Budget / Receipts & Payments** – to approve the year end summary circulated prior to the meeting as at 31 March 2021 and note any variances.
e) **Reserves statement** – to review and approve the reserves statement

8. General items of business

- a) **Messingham Village Hall representative – Min 195a** – to ratify Cllr C Scott as PC representative on MVH committee.
b) **Car park signage – separate signage** – to receive any response from NLC and agree action.
c) **Horticultural Show**

9. Leisure & Recreation items

- a) **Resident Northfield Road** – to receive concerns of proposal to extend existing Children’s play

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.

13. Correspondence for discussion/decision

- a) **Resident** – to receive request from resident for a sheltered garden or park

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 Annual Parish Council meeting on Monday 10th May 2021 at 7pm.
b) To confirm the date and time of the Annual Parish meeting.

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. Kealholme open space – lighting Min 158d Jan20 – update and quotations.

19. Holme Meadow meter box – Min 199a Mar20 & Min26 Jul20 - to receive and consider quotations for cabinet

20. Play area – Min 192a - to receive indicative costs to extend the current Children’s play area

21. Community Hub update

22. Employee matters update re. Personnel minutes

Clerk's Report – Appendix A

Min 175c – Standing water in car park at Village Hall – NLC update

Min 190g – NLC Community Spring in Bloom grant – to receive update

Min 196a/202 – Boundary hedge maintenance work at the Village Hall & Car park – MVH response - booked 16/8/21

Accounts - To be passed for Payment – Appendix B

Ref	Date	Payee	Details	Vat	Total	Method
217	23/3/21	British Gas	Electric – Holme Meadow recreation field	0.42	8.76	Dd
218	25/3/21	British Gas	Electric – War Memorial	0.69	14.42	dd
219	29/3/21	Amberol	No.3 Entrance planters*	96.90	581.40	online
1	3/4/21	British Gas	Electric – MUGA	1.01	21.30	Dd
2	12/4/21	Three.co.uk	Clerk mobile	0	6.00	Dd
3	14/4/21	Messingham Village Hall	Monthly rent	0	245.00	online
4	14/4/21	Sissons Gardening Services	Gardening contract	0	474.44	online
5	14/4/21	Gains Pest & Environment	Mole Control contract	0	75.00	online
6	14/4/21	N Drinkall	Handyman services	0	562.50	online
7	14/4/21	MKS Groundcare Ltd	Grass cutting contract	147.00	882.00	online
8	14/4/21	MKS Groundcare Ltd	Verge cutting contract-Messingham	89.80	538.80	online
9	14/4/21	HMRC	Quarterly PAYE/NI	0	1068.01	online
10	14/4/21	CPRE	Best Kept Village competition entry	0	25.00	online
11	14/4/21	ERNLLCA	Annual membership	0	993.87	Online
12	14/4/21	Office Friends	Replacement inks	5.36	32.16	online
13	14/4/21	S Pollard	Allotment 3A terminated – Deposit refund	0	25.00	online
14	14/4/21	M May	Allotment 35A terminated - Deposit refund	0	25.00	cheque
15	14/4/21	Humb & Wolds Rural Action	Membership renewal	0	25.00	online
16	14/4/21	TP Black – Clerk	Reimbursement – zoom	2.40	14.39	online
17			Reimburse –Earnshaws-stakes trees/signs	8.41	50.42	online
18			Reimbursement –Elixir- Tree guards	2.00	11.98	online
19			Reimbursement-Screwfix-Allotment lock	2.59	15.59	online
20	20/4/21	British Gas	Electricity – Holme Meadow recreation field	0.37	7.78	dd
21	14/4/21	Salaries & wages	Salaries & Wages	0	1349.50	online
22	30/4/21		(separate confidential schedule)			

*To include on asset register

Monies Received – Appendix C

Ref.	Date	Received from	Details	Amount	Method
36	22/3/21	NLC	Covid-19 Grant	10732.00	online
37	26/3/21	NLC	Spring In Bloom Grant	484.50	Online
1	6/4/21	Chesman & Akester	Allotment 3A-Deposit/rent/expenses	49.00	online

Correspondence for information – Appendix D

NLC – Forthcoming meetings

ERNLLCA – newsletter, circulated on receipt

ERNLLCA – North Lincolnshire District Committee meeting – Thursday 15 April 2021 at 7pm via zoom-link from the Clerk

NLC – Great British Spring Clean – 28 May – 13 June 2021