

MESSINGHAM PARISH COUNCIL

Parish clerk: Tracey Black
Black Bank Farm, Black Bank, Susworth, Scunthorpe, North Lincolnshire, DN17 3AX
Tel: 07397 571469 email: clerk@messinghamparishcouncil.co.uk



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 11th October 2021 at 7pm**, at Messingham Village Hall, Orchard Close, for the purpose of transacting the following business.

Tracey Black
Clerk to the Parish Council

6th October 2021

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

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 Parish Council meeting on Monday 13th September 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/2021/1608 – Mr & Mrs G Cooper, Applewood, Holme Lane – planning permission to vary condition 5 on PA/2006/0073 dated 26/4/2006, namely to enable full-time occupation of the existing short term accommodation above the reception facility to family members of Applewood.
 - ii) PA/2021/1616 – GE Metheringham, Willow Farm between Holme & Messingham – to erect a replacement dwelling and detached garage (including demolition of outbuildings).
 - iii) PA/2021/1637- Mr & Mrs Goldthorpe, 104 Brigg Road – to erect rear extension and alterations to front dormer and existing roof.
 - iv) PA/2021/1775 – DA Wilson, Kerroo Mooar, Scotter Road – to remove agricultural occupancy condition 9 on outline approval 7/40/1974 dated 30/2/1974.
 - b) **To receive decisions made by NLC**
 - i) PA/2021/952 – NLC, Roundabout Mortal Ash Hill – consent to display a replacement boundary sign - Granted.
 - ii) PA/2021/1061 – Griffiths, Messingham Sands Fishing complex – to erect a dwelling – Granted
 - iii) PA/2021/1184 – A Thomas, land at Priesthows Lodge, Butterwick Road – to erect a detached dwelling – Refused.

- iv) PA/2021/1384 – NLC, Messingham Library – to replace main public entrance door and install solar photovoltaic panels to the roof – Granted.
- v) PA/2021/1429 – G Simpson, 4 East Green – erect a new outbuilding to form a gymnasium - 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) **Bank reconciliation** – to receive and approve the bank reconciliation as at 30 September 2021.
- d) **Budget Summary** – to receive and approve cumulative summary as at 30 September 2021 and note any variances.
- e) **Remembrance Sunday** – 14th November 2021
 - i) to confirm arrangements
 - ii) to agree a donation to the Royal British Legion for a wreath
 - iii) to agree a fee for the bugler

8. General items of business

- a) **Christmas display competition- Min106b** – to resolve categories for 2021 competition.
- b) **Annual review of Policies & Procedures** – to review and approve the policies listed in *Appendix E*.

9. Leisure & Recreation items

- a) **MHFS** – to consider request to hold MessFest22 on 5th June 2022 19:00 – 23:00. (this will follow Messingham Show).
- b) **Holme Meadow Flood lighting** – to receive quotations to repair/replace faulty floodlights.
- c) **Holme Meadow Container min 107a** – to receive update following inspection and consider course of action.

- 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) ERNLLCA – to consider attendance of the following courses;
 - i) Allotment training – 4 parts 3/10/17/24 November - £50+VAT
 - ii) Being a Good Councillor Part 1 & 2 – 2/4 November 2021 - £20/£25+VAT
 - iii) Managing Grievance – 18th November 2021 - £20/£25+VAT

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 Personnel & Finance committee meeting on Monday 8th November 2021 at 6:30pm
- b) To confirm date and time of the Full Parish Council meeting on Monday 8th November 2021 at 7pm.
- c) To confirm Precept meeting on Monday 22nd November 2021 at 7pm.
Meetings to be held in the Village Hall subject to any changes in circumstances including changes to legislation and any public health 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.

- 18. **Play Area Roundabout – Min115** – To agree quotation for new replacement roundabout following receipt of revised quotation from Playdale.

19. Community Hub – Lease agreement update

Clerk's Report – Appendix A

Min113c – Roundabout Northfield Road/Holme Lane junction – NLC advised some cracking on roundabout but not collapsing will monitor and arrange works when required.

Accounts - To be passed for Payment – Appendix B

Ref	Date	Payee	Details	Vat	Total	Method
121	4/10/21	British Gas	Electric – MUGA	0.34	7.16	dd
122	12/10/21	Three.co.uk	Clerk mobile	0	6.07	dd
123	13/10/21	Messingham Village Hall	Monthly rent	0	245.00	online
124	13/10/21	Sissons Gardening services	Gardening contract	0	474.44	online
125	13/10/21	Gainsborough Pest & Environ.	Mole control contract	0	75.00	online
126	13/10/21	MKS Groundcare Ltd	Grass cutting contract	128.40	770.40	online
127	13/10/21	MKS Groundcare Ltd	Verge cutting contract-Messingham	179.60	1077.60	online
128	13/10/21	N Drinkall	Handyman services includes materials £30	0	376.50	online
129	13/10/21	HMRC	Quarterly PAYE/NI	0	1197.30	online
130	13/10/21	Marmax Recycled Production	Traditional brown 3 seater bench	68.80	412.80	online
131	13/10/21	NLC –Service Level Agreement	2no. playground inspections	38.00	190.00	online
			Bin emptying @ Northfield Road	156.00	780.00	
132	13/10/21	Lindsey Lodge Hospice	Donation of Horticultural Show auction	0	45.25	cheque
133	13/10/21	Salaries & wages	Salaries & Wages	0	1349.50	online
134	29/10/21		(separate confidential schedule)			

Monies Received – Appendix C

Ref.	Date	Received from	Details	Amount	Method
26	1/10/21	NLC	50% grant (2 nd install.) verge & public rights of way grass cutting	9006.00	online

Correspondence for information – Appendix D

NLC – Forthcoming meetings

ERNLLCA – newsletter, circulated on receipt

Bottesford Town Council – Autumn Fair 10 November 2021 1:30pm-4:30pm

Appendix E – Annual Review of Policies & Procedures

- a) Standing Orders
- b) Financial Regulations
- c) Child Safeguarding policy
- d) Adult Safeguarding policy
- e) Equality policy
- f) Health & Safety policy
- g) Complaints Procedure policy
- h) Emergency Plan policy
- i) GDPR policy
- j) Subject Access Request policy
- k) Grievance policy
- l) Retention Schedule policy
- m) Publication Scheme policy
- n) Recording of Meetings policy
- o) Social Media policy
- p) Media policy