

# 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 14<sup>th</sup> February 2022 at 7pm**, at Messingham Community Hub, Wendover Road, for the purpose of transacting the following business.

Tracey Black  
Clerk to the Parish Council

9<sup>th</sup> February 2022

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

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### 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 the agenda will be answered in writing or on a future agenda.*
4. **Minutes of previous meetings**
  - a) To resolve to approve as a correct record the minutes of the Parish Council meeting on Monday 10th January 2022.
  - b) To resolve to approve as a correct record the minutes of the Planning meeting on Monday 31<sup>st</sup> January 2022.
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/2022/10 – S Jackson, The Pink Pig, Holme Lane, Holme – permission for the change of use of an agricultural barn to wedding venue.
  - b) **To receive decisions made by NLC**
    - i) PA/2021/2034 – L Hopkins, Woodlands House, West Common North Road – to erect a single-storey rear extension, porch, carport/workshop/log store and outdoor kitchen and terrace – 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 31 January 2022.
  - d) **Budget Summary** – to receive and approve the cumulative summary as at 31 January 2022 and note any variances.
  - e) **NLC In Bloom Grant** – i) to receive notification of NLC grant for barrier planter
    - ii) to consider agreement to NLC conditions
    - iii) to agree purchase of planter/s

8. **General items of business**
  - a) **Code of Conduct** – to consider adoption of NLC revised Code of Conduct.
  - b) **Bench-Northfield Road / Holme Lane** (min197e) – to receive update and consider agreement to NLC conditions.
  - c) **War Memorial** – to agree a date for removal of wreaths and storage of steel poppies.
  
9. **Community Hub**
  - a) **Documents / Policies** – to consider circulated documents, agree amendments and consider adoption.
  - b) **Inspections** – to resolve arrangements for inspections.
  - c) **WI refreshments** – to resolve arrangements for provision of refreshments by WI during Library opening times.
  - d) **Website** – to consider a page on the Parish Council website for the Community Hub.
  
10. **Leisure & Recreation items**
  - a) **Children’s Play Area** – To receive the half yearly inspection report from NLC and resolve any action.
  - b) **MJFC** – to be notified of rabbit problem on Northfield Road and consider any action.
  
11. **Ridge Ward Councillor report** - To receive a report from Ridge Ward Councillors on NLC activities.
  
12. **Police matters / Neighbourhood Action Team (NAT) / Office of Police & Crime Commissioner (OPCC) reports**
  
13. **Councillor reports** - To receive reports from Councillors / Clerk on meetings attended representing Parish Council.
  
14. **Correspondence for discussion/decision**
  - a) Resident Russell Walk - to consider request for tarmacked path from Allison Close on adjacent Open Space land.
  - b) Messingham Village Hall – to receive changes to Lease/Constitution agreement.
  
15. **Correspondence for information**
  - a) To note correspondence received for information. *See Appendix D*
  - b) To note any correspondence received after the agenda was posted.
  
16. **Village complaints/compliments** - To receive and consider any Village complaints and compliments.
  
17. **Date/Time/Venue of Next Meeting**
  - a) To confirm date and time of the Allotment Advisory Committee meeting on Monday 7<sup>th</sup> March 2022 at 7pm.
  - b) To confirm date and time of the Full Parish Council meeting on Monday 14<sup>th</sup> March 2022 at 7pm.  
*Meetings to be held in the Community Hub, Wendover Road, subject to any changes in circumstances including changes to legislation and any public health restrictions.*
  
18. **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.**
  
19. **Mole Contract** – to consider annual renewal quotation.

**Clerk's Report – Appendix A**

Min197c – Salt Bin, 3 Cross Tree Lane

Min 197d – Tree planting update

Min 208a – Car park pedestrian access – any update from NLC

**Accounts - To be passed for Payment – Appendix B**

Ref	Date	Payee	Details	Vat	Total	Method
206	13/1/22	Hedges Direct	5 bare root Crab Apple – Allotments	2.90	17.44	online
207	17/1/22	RV Roger Nurseyman	5 Fruit Trees – Allotments	0	134.00	online
208	21/1/22	British Gas	Electric – Holme Meadow Recreation field	0.36	7.59	dd
209	25/1/22	British Gas	Electric – War Memorial	0.82	17.15	Dd
210	25/1/22	The Safe Shop Ltd	Fireproof storage cabinet – Hub	196.65	1179.70	online
211	3/2/22	British Gas	Electric – MUGA	1.28	26.86	Dd
212	11/2/22	Three.co.uk	Clerk mobile contract	0	6.00	Dd
213	16/2/22	N Power	Electric – Community Hub	1.59	33.35	online
214	16/2/22	Corona Energy	Gas – Community Hub	3.21	67.45	online
215	16/2/22	Messingham Village Hall	Monthly rent	0	245.00	online
216	16/2/22	Sissons Gardening services	Gardening contract	0	474.44	online
217	16/2/22	Gainsborough Pest & Environ.	Mole control contract	0	75.00	online
218	16/2/22	N Drinkall	Handyman services	0	263.50	online
219	16/2/22	No Worries Cleaning	Community Hub contract cleaning	28.80	172.80	online
220	16/2/22	NLC	Trade waste to 31/3/22 (6 collects.) – Hub	0	50.10	online
			Duty of care	0	10.00	
221	16/2/22	Stylux Blinds	Vertical & roller blinds Community Hub	135.83	815.00	Online
222	16/2/22	Office Friends	* see below	88.41	530.47	Online
223	16/2/22	ERNLLCA	Allotment training course x 2	20.00	120.00	Online
224	16/2/22	ERNLLCA	Being a Good Councillor course	12.00	72.00	Online
225	16/2/22	Holy Trinity Church	Precept Grant	0	1500.00	Online
226	16/2/22	T Black (Clerk) –	Amazon-carbon monoxide detector	2.32	13.99	online
227		reimbursements	Amazon-Toilet roll holder(2)/coat hooks	4.93	29.49	
228			Amazon-Lanyard for Volunteers	2.17	12.99	
229			Trophies Plus–Plaque Christmas Comp.	6.16	36.98	
230			Asda – Toilet rolls/toilet brush/bins x2	0	13.00	
231			Amazon – Fridge Thermometer	0.67	3.99	
232	17/2/22	Wave	Water-Holme Meadow recreation field	0	78.41	dd
233	17/2/22	Wave	Water-Allotments	0	11.09	dd
234	17/2/22	Wave	Water-Allotments	0	6.60	Dd
235	16/2/22	Salaries & wages	Salaries & Wages	0.00	1349.50	online
236	28/2/22		(separate confidential schedule)			

**\*Office Friends Invoice:**

Admin. – Ink / punched document covers / laminating pouches / binder = £31.32 + VAT

Community Hub – Paper Towel dispenser (3) / Hand towels / Tea towels / Bin bags / Tape dispenser & tape / Stapler & staples / Cleaning kit / First Aid kit / Accident book / Medical mask / Hand sanitiser / Swing bin / Bisley locker / Shredder.  
=£410.74 + VAT

**Monies Received – Appendix C**

Ref.	Date	Received from	Details	Amount	Method
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**Correspondence for information – Appendix D**

NLC – Forthcoming meetings

ERNLLCA – newsletter, circulated on receipt