

Minutes of **Messingham Parish Council** meeting held on **Monday 11th October 2021** at 7pm held in Messingham Village Hall.

Present: Councillors N Poole (Chair), J Briggs, W Elsome, J England, J Fenwick, T Foster, A Holmes, J McKellarMain, J Oatridge, C Scott, B Todd.

In Attendance: Tracey Black, Parish Clerk
No members of the public were present.

The Chairman opened the meeting at 7pm

118. Apologies of Absence

Apologies were received from Cllrs. A Clark, P Hunt (dispensation granted), P Skelton, P Wright.

119. Declarations of Interest – no declarations declared.

120. Public Forum – no public were present.

121. Minutes of the previous meetings

- a) The minutes of the Full Parish Council meeting held on Monday 13th September 2021 were circulated to all members prior to the meeting. The minutes were approved to be signed by the Chairman.

122. Clerks update

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

b) Results of the Best Kept Front Garden;

1st – 27a Well Street 2nd – 60 Kealholme Road 3rd – 35 Wendover Road

- c) **Min.108** - Cllr Foster enquired if there had been any interest received from Village Organisations for a Platinum Jubilee event on Holme Meadow field. The Clerk reported that there had been no response to date.

123. Planning

a) To resolve the planning applications

- 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.

Resolved: No Objections.

- ii) PA/2021/1616 – GE Metheringham, Willow Farm between Holme & Messingham – to erect a replacement dwelling and detached garage (including demolition of outbuildings).

Resolved: No Objection subject to an agricultural occupancy condition being placed on the dwelling.

- iii) PA/2021/1637- Mr & Mrs Goldthorpe, 104 Brigg Road – to erect rear extension and alterations to front dormer and existing roof.

Resolved: No Objections.

- 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.

Resolved: Object due to the property being in open countryside and outside the development boundary. Removal of the agricultural restriction would set a precedent for future development outside the development boundary.

Signature

Date

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.

124. Finance**a) Payments - To approve the payments**

Ref	Date	Payee	Details	Vat	Total	Method
121	25/9/21	British Gas	Electric – War Memorial	0.48	10.05	Dd
122	4/10/21	British Gas	Electric – MUGA	0.34	7.16	dd
123	12/10/21	Three.co.uk	Clerk mobile	0	6.07	dd
124	13/10/21	Messingham Village Hall	Monthly rent	0	245.00	online
125	13/10/21	Sissons Gardening services	Gardening contract	0	474.44	online
126	13/10/21	Gainsborough Pest & Environ.	Mole control contract	0	75.00	online
127	13/10/21	MKS Groundcare Ltd	Grass cutting contract	128.40	770.40	online
128	13/10/21	MKS Groundcare Ltd	Verge cutting contract-Messingham	179.60	1077.60	online
129	13/10/21	N Drinkall	Handyman services includes materials £30	0	376.50	online
130	13/10/21	HMRC	Quarterly PAYE/NI	0	1197.30	online
131	13/10/21	Marmax Recycled Production	Traditional brown 3 seater bench	68.80	412.80	online
132	13/10/21	NLC-Service Level Agreement	2 no. playground inspections Bin emptying @ Northfield Road	38.00 156.00	228.00 936.00	online
133	13/10/21	Lindsey Lodge Hospice	Donation of Horticultural Show auction	0	45.25	cheque
134	13/10/21	Salaries & Wages	Salaries & Wages (see separate schedule)	0	1349.50	online
135	29/10/21					

The Clerk reported that payment ref. 121 had been added to report a direct debit payment since the last meeting.

Resolved: to approve the above payments.

b) Receipts – To note receipt of income as per attached schedule

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

c) Bank reconciliation – to receive and approve the bank reconciliation as at 30 September 2021.

The bank reconciliation as at 30 September 2021 had been circulated prior to the meeting. There were no questions. **Resolved:** to accept the bank reconciliation.

d) Budget Summary – to receive and approve cumulative summary as at 30 September 2021 and note any variances.

The budget summary as at 30 September 2021 had been circulated prior the meeting. The variances were noted and there were no questions. **Resolved:** to accept the budget.

e) Remembrance Sunday – 14th November 2021.**i) to confirm arrangements.**

The Clerk reported that traffic management had been arranged by NLC.

A service to be held at Holy Trinity Church followed by a parade and service at the War Memorial.

Signature

Date

ii) **to agree a donation to the Royal British Legion for a wreath**

Resolved: a donation of £200.

iii) **to agree a fee for the bugler**

Resolved: a fee of £50 for the bugler.

125. General Items of Business

a) **Christmas display competition- Min106b** – to resolve categories for 2021 competition.

Cllr Neil Poole declared a personal interest and took no part in the vote for a commercial display.

Resolved: to hold the following competitions;

Best Residential display; Best Commercial display; Best Street display.

Rule – Displays will only be judged if they comply with existing Highway & Safety regulations.

b) **Annual review of Policies & Procedures** – to review and approve the policies listed in *Appendix E*.

a) Standing Orders – **Resolved:** to accept the NALC updates to Sections 18f & 18g and approve the policy.

b) Financial Regulations – **Resolved:** no amendments and to approve.

c) Child Safeguarding policy – **Resolved:** to adopt the NLC model Child Safeguarding policy which had been circulated to members prior to the meeting. Cllr McKellarMain was duly elected as the deputy safeguarding officer.

d) Adult Safeguarding policy – **Resolved:** to nominate a deputy safe guarding officer as per NLC recommendation - Cllr J McKellarMain was duly elected. Wording of 'Safe Guarding' in the policy to be amended to 'safeguarding'. Following the amendments the policy was approved.

e) Equality policy - **Resolved:** no amendments and to approve.

f) Health & Safety policy - **Resolved:** no amendments and to approve.

g) Complaints Procedure policy - **Resolved:** no amendments and to approve.

h) Emergency Plan policy – **Resolved:** to amend Village Hall and School contact details and approve.

i) GDPR policy - **Resolved:** no amendments and to approve.

j) Subject Access Request policy - **Resolved:** no amendments and to approve.

k) Grievance policy - **Resolved:** no amendments and to approve.

l) Retention Schedule policy – **Resolved:** to add retention details for safeguarding information in line with NLC recommendations and approve.

m) Publication Scheme policy - **Resolved:** no amendments and to approve.

n) Recording of Meetings policy - **Resolved:** no amendments and to approve.

o) Social Media policy - **Resolved:** no amendments and to approve.

p) Media policy - **Resolved:** no amendments and to approve.

126. Leisure & Recreation items

Cllrs Foster & England declared a personal & prejudicial interest prior to discussion of the following item and left the room.

a) **MHFS – to consider the request to hold MessFest22 on 5th June 2022 19:00 – 23:00. (this will follow Messingham Show).**

Resolved: to allow use of the field.

Cllrs Foster and England returned to the room.

b) **Holme Meadow Flood lighting – to receive quotations to repair/replace faulty floodlights.**

Resolved to move this item to confidential items due to consideration of quotations.

c) **Holme Meadow Container min 107a – to receive update following inspection and consider course of action.**

Resolved to move this item to confidential items for discussion.

Signature

Date

127. Ridge Ward Councillor report – To receive a report from Ridge Ward Councillors on NLC activities

- Return of council meetings following summer recess.
- Community grant funding available to apply.
- Winter weather maintenance planning in progress
- Boundary commission has issued draft of electoral arrangements.

128. Police Matters/Neighbourhood Action Team (NAT)/Office of Police & Crime Commissioner (OPCC)

The Clerk reported that the crime report had been received for September;

1 Criminal damage; 4 Anti-social behaviour incident.

The Clerk reported that some nuisance activity had been reported outside the Village Hall during 3 Wednesday night Yoga classes they had reported to the police. Village Hall CCTV had identified culprits.

129. Councillor / Clerk Reports on meetings attended

Cllrs Holmes & Scott gave a report on Messingham Village Hall Committee AGM on 29 September 2021. Michael Mawer resigned as Chair and was succeeded by Sarah Elvin.

130. 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. **Resolved:** Cllr Scott to attend.
 - ii) Being a Good Councillor 1&2 – 30 Nov/1 Dec2021 - £20/£25+VAT. **Resolved:** Cllr Oatridge to attend.
 - iii) Managing Grievance – 18th November 2021 - £20/£25+VAT. **Resolved:** Cllr McKellarMain to attend.
- Clerk to make all appropriate bookings.

131. Correspondence for Information

- i) NLC – Forthcoming meetings – placed on notice board.
- ii) ERNLLCA – newsletter, circulated to Councillors on receipt.
- iii) Bottesford Town Council – Autumn Fair 10 November 2021 1:30pm-4:30pm

b) To note any correspondence received after the agenda was posted

- i) **MMPFA** – retrospective permission requested to install CCTV camera and signage on the MUGA.
Resolved: to consider at the next meeting.
- ii) **NLC Planning Enforcement** – 1 Brigg Road. Update to advise the derelict listed property on 1 Brigg Road is being monitored and progressed in conjunction with the Conservation officer who has consulted with the property owners.

132. Village Complaints/Compliments

- a) Ashberry Drive – dead trees require removing and replacing.
- b) Brigg Road – resident served with notice to remove boundary brick wall from highways land.

133. Date/Time/Venue Of Next Meeting

- a) The Personnel & Finance committee meeting was confirmed as Monday 8th November 2021 at 6:30pm.
- b) The next full Parish Council meeting was confirmed as Monday 8th November 2021 at 7pm.
- c) The Precept meeting was confirmed as Monday 22nd November 2021 at 7pm.

All meetings to be held in the Village Hall, Messingham subject to any changes in circumstances including changes to legislation and any public health restrictions.

Signature

Date

134. 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.

There were no members of the public present.

135. Play Area Roundabout – Min115 – To revisit quotation for replacement roundabout following receipt of revised quotation from Playdale.

The Clerk reported that Playdale installation software showed slightly more wetpour was required than quoted for.

Resolved: to accept revised quotation from Playdale for £11,620.

136. Community Hub – Lease agreement update

The Chairman advised that a response is awaited from NLC to the proposal of the Parish Council to shorten the break clause on the draft Lease agreement.

Resolved: Parish Council is agreeable to a break clause on the 7th anniversary of the lease and every 7 years thereafter. Chairman given authority to sign the lease pending agreement by NLC.

It was noted that a cleaner would be required for the premises and resolved that the Clerk seek the cost of a contract cleaner for 2 hours / week in the first instance.

The Clerk reminded members that Property rates on the Community Hub would be payable on the premises of £3,742.50 (2020/21) as the building would become an additional property with a rateable value in excess of £2,899. In addition, as the Community Hub has a rateable value above £2,899 the currently eligible Small business rate relief on the Container on Holme Meadow would cease after 12 months.

b) Holme Meadow Container min 107a – to receive update following inspection and consider course of action.

It was reported that the interior of the container was generally in good condition with significant deterioration to the exterior.

Resolved: consideration to be given to a permanent building at the annual Precept meeting.

137. Holme Meadow Flood lighting – to receive quotations to repair/replace faulty floodlights.

MJFC wish to train under the floodlights this winter and some of the floodlights are not working.

MJFC had obtained and supplied a quotation. The Clerk advised that it appeared that the fuse may have fused in 2 of the columns and was in the process of having these replaced, this would identify how many units were not working. Three out of the sixteen units had previously been replaced with LED units.

Resolved: to obtain quotations to upgrade all units to LED. Chairman and Vice Chairman to have delegated authority to authorise the work.

138. Holme Meadow – application of chemical to treat chafer grub.

The Clerk reported that Chafer grub had been identified on Holme Meadow recreation field. The contractor previously used by the Parish Council had submitted a quotation of £320 to supply and apply herbicide on 0.5ha area. It was noted that a further treatment may be required for optimum results.

Resolved: to accept quotation.

This concluded the business of the meeting. Meeting closed at 20:39.

Signature

Date