

Minutes of **Messingham Parish Council** meeting held on **Monday 11th April 2023** at 7pm in Messingham Community Hub, Wendover Road, Messingham.

Present: Councillors N Poole (Chair), J Briggs, A Clark, W Elsome, J England, J Fenwick, J McKellar Main, J Oatridge.

In Attendance: Tracey Black, Parish Clerk

No members of the public were present.

The Chairman opened the meeting at 7pm

242. Apologies of Absence: Received from Cllr T Foster, Cllr P Skelton.

243. Declarations of Interest: none declared.

244. Public Forum: no members of the public were present.

245. Minutes of the previous meeting

a) **To resolve to approve the minutes of the Full Parish Council meeting held on Monday 13 March 2023.**

Resolved: to approve the minutes to be signed by the Chairman.

b) **To resolve to approve the minutes of the Planning meeting held on Monday 27th March 2023.**

Resolved: to approve the minutes to be signed by the Chairman.

246. Clerks update

i) **Min. 221i) - 20mph School crossing lights on Wendover Road not working—to receive update from NLC**

The Clerk reported that NLC had inspected the School crossing lights and had been unable to resolve the problem and have passed it on to the relevant Service Area to deal with.

ii) **Min. 221iii) - Orchard Close – parked vehicles on double yellow line opposite the Community Hub – update from NLC/Police.**

Parked vehicle still parking on double yellow lines and causing congestion. As no action had been taken by NLC the Police have been contacted for advice. The Police advised that the parking offence is a matter for NLC to enforce but would chase the matter for action. They would also investigate the driver and speak with them. It was noted that the vehicle is still being parked illegally.

Resolved: Clerk to ascertain from NLC if action has been taken and copy in Ridge ward members.

iii) **Min 223iii) – Corona Energy – update from NLC re. tariff.**

The NLC Energy officer had reported that the current variance in the price of gas charged is due to the Energy Bill Relief Scheme. NLC will shortly be receiving new rates for April 2023-24. The Parish Council can opt to leave the contract giving 6 months' notice but advised to be cautious about moving.

Resolved: to await the new rates and then seek comparative fixed 1 year quotations.

Min 223 ii) – remote thermostat.

The Clerk reported that the boiler engineer was presently investigating different remote thermostats and the cost of these would be reported to the next meeting.

iv) **Min 224b) – Lawn mower Insurance claim – claim submitted.**

The Clerk reported that the cost of the lawn mower in 2017 was £470 + VAT the replacement model is now £620.83 + VAT. A claim has been submitted with the request for the possibility of a cash settlement and awaiting a response.

v) **Min 232 bii) – Horses on Kealholme Open Space land signage – update from NLC.**

The Clerk reported that NLC is investigating if there are any Byelaws and awaiting a response. No members present had any recollection. Cllr J England reported that he had received a concern from a resident of a frightening incident with a horse.

Resolved: Clerk to advise the resident that restrictive access of this area by horses / cycles is being investigated. Clerk to investigate solutions for consideration at the next meeting.

Signature

Date

vi) **Min 233i) – Advertisement boards on roundabout on Wendover Road / West Green / East Green – Planning consent expiry.**

The Clerk reported that the consent for display had been granted to the applicant by NLC planning authority until 25 July 2022. **Resolved:** to contact NLC Planning to determine if the signs can be removed.

247. Planning

a) **To resolve the planning applications** – no applications.

b) **To receive decisions made by NLC**

- i) PA/2023/88–C Walters, Scallow Grove Farm, Kirton Road – to erect replacement garage block – Granted.

The Chairman reported an unauthorised attempt by the residents of a new site on Butterwick Road to connect into the underground sewer on the opposite side of the road. NLC is dealing with the matter.

248. Finance

a) **Payments - To approve the payments**

Ref	Date	Payee	Details	Vat	Total	Method
281	24/3/23	Dash UK Ltd	Coronation mugs	35.64	213.84	online
282	27/3/23	British Gas	Electric – Holme Meadow Recreation field	1.21	25.26	dd
1	11/4/23	Three.co.uk	Clerk mobile	0	6.00	Dd
2	12/4/23	Corona Energy	Gas Community Hub	17.53	368.18	online
3	12/4/23	nPower	Electric – Community Hub	2.94	61.73	online
4	12/4/23	Gainsborough Pest & Environ.	Mole control contract	0	80.00	online
5	12/4/23	No Worries Cleaning Services	Contract Cleaning – Community Hub	28.80	172.80	online
6	12/4/23	Sissons Gardening Services	Gardening contract	0	474.44	online
7	12/4/23	N Drinkall	Handyman services	0	496.50	online
8	12/4/23	ERNLLCA	Annual membership fee	0	1051.39	online
9	12/4/23	HMRC	Quarterly PAYE/NI	0	1160.34	Online
10	12/4/23	Chubb Fire & Safety Ltd	Intruder alarm – monitoring / annual maint.	59.00	354.00	online
11	12/4/23	BW Ross	Allotment cultivation	11.00	66.00	online
12	12/4/23	Cllr C Scott	Reimbursement – Allotment shed key cut	1.50	9.00	online
13	14/4/23	British Gas	Electric - MUGA	1.06	22.32	Dd
14	12/3/23	Salaries & wages	See separate schedule	0	1453.25	online
15	28/4/23					

Resolved: to approve the above listed payments.

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

Ref.	Date	Received from	Details	Amount	Method
40	25/3/23	Craft Club	Community Hub use – 3 weeks	19.00	cash

c) **Bank Reconciliation – to approve the year end bank reconciliation as at 31 March 2023.**

The bank reconciliation had been circulated prior to the meeting. The Clerk reported the year-end balance. There were no questions.

Resolved: to approve the Bank reconciliation as at 31 March 2023.

Signature

Date

d) Budget Summary– to approve the year end summary as at 31 March 2023 and note any variance.

The year end budget summary had been circulated prior to the meeting. The Clerk explained the variances. The Clerk raised the point that the Precept Grant awarded to Friends of Messingham School for £1,000 had not been claimed during the year.

Resolved: the unclaimed grant would go back into Reserves.

Resolved: to approve the budget summary as at 31 March 2023.

e) Reserves policy - to review and approve the reserves policy.

Resolved: to update the policy;

- i. Section 6.1 – General Reserves – with the figures agreed at the Precept meeting;
The 2023/24 Precept of £71,000 was agreed at the Annual Precept meeting against a budget of £91,485 and predicted year-end balance of £54,779 with the shortfall to be met by accumulated reserves.
- ii. Section 6.2 – Earmarked Reserves – £640 – agreed in 2022/23 for moss work to the grassed area but not yet completed.

249. General Items of Business

a) Child Safeguarding policy – to consider adopting NLC model policy (circulated).

The Clerk advised that in order for the grant request for Speed monitoring equipment to be considered by NLC Community Grants team both the Child and Adult Safeguarding policies are required to be updated. Model documents had been supplied by NLC, the Clerk had annotated the policies accordingly and NLC had confirmed the draft updates. The draft policies had been circulated prior to the meeting.

Resolved: to adopt the updated Child Safeguarding policy.

b) Adult Safeguarding policy – to consider adopting NLC model policy (circulated).

See minute 249a.

Resolved: to adopt the updated Adult Safeguarding policy.

i) eSafeguarding Policy – The Clerk reported that NLC had advised that as there is public Wi-Fi access and PC in the Community Hub the Parish Council needs to look at adopting an eSafeguarding Policy.

Resolved: Clerk to investigate.

c) NLC Devolution – Min. 99 – to consider proposal from NLC for cleaning of signs and bus shelters.

The Chairman and Clerk had met virtually with NLC to discuss the interest shown in principle by the Parish Council in the devolution of the cleaning of signs and the 2 bus shelters in Messingham.

The Clerk reported that there would be no financial reward, NLC would provide equipment, instruction, risk assessment / method statement.

Resolved: Clerk to arrange an informal discussion in the Community Hub to ascertain if there is any interest from residents willing to volunteer in a similar way as the litter picking.

d) Coronation mugs -Min 221vi) – to be notified of NLC grant offer and consider eligibility and managing distribution.

Notification had been received from NLC of a grant offer of £178 to cover the cost of the application for 36 Coronation mugs. The Clerk reported that the grant had been claimed and that the mugs had been received – 8 mugs had been received damaged and the company had arranged for replacements.

Resolved: Eligibility - Babies born during the calendar year of the Coronation (1 January 2023 – 31 December 2023) and residing in Messingham for all or part of the year.

Clerk to place in Village magazine.

250. Community Hub – to receive updates

- Two new volunteers have completed their training from NLC Library Services and are now shadowing the Library volunteers.

Signature

Date

- 3 colorful bean bags have been purchased and donated to the Community Hub by a resident. The volunteers had checked to ensure that these met with safety standards.
- The Chairman reported that images taken of Children require the written permission of the Parent/Guardian. The Clerk to ensure forms are in the Hub for this purpose.
- The new Adult & Child safeguarding policies are to be provided to the Library volunteers and volunteer WI Ladies.
It was agreed that the safeguarding policies also be provided to the Play Area/MUGA attendant and the Handyman.

251. Allotment

a) Vacant small holding plots – Min 226b) – to receive quotations for Land Agent advice.

Resolved: to move the agenda item to the confidential part of the meeting as quotations for work and indicative income figures would be discussed.

252. Leisure & Recreation items

a) MMPFA – & MJFC concerns re. condition of Playing field extension on Northfield Road, due to damage caused by rabbits.

The Clerk reported that on becoming aware of the further rabbit damage, she had spoken with the Chairman and arranged for the Handyman to fill in the holes.

Resolved: Clerk to update both organisations of the on-going rabbit control and to arrange for the Handyman to inspect and repair any damage on a weekly basis.

b) MJFC – consider requests for use of Holme Meadow field.

- i) MJFC advised of their intention to hold trials in cooperation with schools in the Scunthorpe area with a view to forming a combined schools team to play against other combined teams in Lincs/Humberside area next season. It is proposed to hold the home games at Holme Meadow resulting in 1 more game / month.

Resolved: agree in principle and Clerk to determine the age group.

- ii) MJFC request to hold U13 Lads v Dads on 13th May followed by presentation with BBQ & Bouncy Castle. The Clerk reported this was the same day as the Pony Club would be setting up, MJFC had been advised and their layout would be away from this area.

Resolved: to agree in principle. It would be a requirement for this and all future events including the Annual Tournament that a full application is submitted to include (where applicable) - Traffic Management Plan; Insurance Certificate; Risk Assessments; Site Layout Plan; Stewarding arrangements; First Aid / Medical arrangements; Food hygiene / alcohol / noise control licences; Temporary structures; Site clearing arrangements; Temporary Event Notice; approved NLC ESAG Event plan.

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

No reports.

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

No reports.

255. Councillor / Clerk Reports on meetings attended - No reports.

256. Correspondence for Discussion/Decision

a) Resident - A. May – Fly tipping from vehicles, request for cameras at entrances to village.

There is an awareness of litter being thrown from vehicles and fly tipping. The Parish Council works with NLC who remove and inspect the waste for evidence of the offenders. It was acknowledged that the volunteer litter pickers do an excellent job. It was agreed that surveillance cameras were not an option at the present time. Clerk to respond to the resident.

Signature

Date

b) Resident – I. Robinson – vehicles attending businesses blocking access to Ashlin Court.

The Clerk reported that this had been reported to NLC who had attended and at the time there were no parked vehicles, they had spoken with the proprietor of the business who informed that the cars/vans only park to unload / load goods. Clerk to update the resident.

257. a) Correspondence for Information

- i) NLC – Forthcoming meetings – placed on notice boards.
 - ii) ERNLLCA – newsletter, circulated on receipt.
 - iii) North Lincolnshire Workers Memorial Day – Friday 28th April 2023 at Connect Church Ashby Road 10am onwards – noted.
- b) To note any correspondence received after the agenda was posted – no correspondence.**

258. Village Complaints/Compliments

- i) Verge parking – Wendover Road; Ashberry Drive; Knightsbridge Road; Orchard Close.
It was noted that photographs had already been forwarded to NLC. **Resolved:** to seek update on action.
- ii) 107 Brigg Road – any update on land dispute of perimeter wall.
It was reported that this is being dealt with by NLC Legal department.

259. Date/Time/Venue Of Next Meeting

- a) **To remind the date and time of the Annual Parish meeting on Monday 24th April 2023 at 7pm.**
- b) **To remind the date and time of the Annual Parish Council meeting on Monday 15th May 2023 at 7pm.**
Both dates had been approved at the Parish Council meeting held on 13th March 2023.
Meetings to be held in Messingham Community Hub.

260. 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.

261. Allotment Brick building – Min.226c) – To consider quotations for re-pointing work.

The Clerk reported that there had been four people interested in quoting and two quotations received.
Resolved: to accept the quotation for £300 from K. Roddis to re-point all the building.

262. New changing facility; toilets; store at Holme Meadow recreation field - to receive updates and consider action.

The Chairman gave a report on the alternatives for the tendering process.
Resolved: Clerk to investigate options.

263. Vacant small holding plots – Min 226b) – to receive quotations for Land Agent advice.

The Clerk reported that she had spoken with three Land Agents, two of which had carried out a site visit.
Resolved: to seek the written advice of Whitaker Land Agency at a cost of £200 and report to the next meeting for consideration.

This concluded the business of the meeting. Meeting closed at 20:51.

Signature

Date