

# MESSINGHAM PARISH COUNCIL

Clerk: Tracey Black

Black Bank Farm, Black Bank, Susworth, Scunthorpe, North Lincolnshire, DN17 3AX

Tel: 07397 571469 email: [clerk@messinghamparishcouncil.co.uk](mailto: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 10<sup>th</sup> June 2019 at 7pm**, in Messingham Village Hall (Trinity Suite) Orchard Close, Messingham, for the purpose of transacting the following business.

Tracey Black

Clerk to the Parish Council

5<sup>th</sup> June 2019

### **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) Chairman to propose to suspend Standing Orders to allow the public to address the Council for a maximum of 15 minutes. *Members of the public may make representations, answer questions and give evidence in respect of business on the agenda. A question shall not require a response or start a debate. Decisions relating to items on the agenda will be made within the agenda item.*
  - b) Chairman to reconvene the meeting.
4. **Casual Vacancy**

To receive written applications for the office of Parish Councillor and co-opt a candidate to fill the existing vacancy.
5. **Minutes of previous meeting**
  - a) To approve and sign the minutes of the Annual Parish council meeting held on Monday 13<sup>th</sup> May 2019.
  - b) To approve and adopt the minutes of the Personnel & Finance committee held on Monday 3<sup>rd</sup> June 2019.
  - c) To receive an update from the Clerk on items from the minutes not shown separately on the agenda (see attached schedule).
6. **Police matters/NAT report**
  - a) To receive a crime report for previous month.
  - b) OPCC – Office of Police and Crime Commissioner – May newsletter – circulated by email
7. **Planning**
  - a) To resolve the planning applications
    - i) PA/2019/869 – A Parker, 26 Northfield Road – to erect single storey side and rear extension
  - b) To receive decisions made by NLC

## **8. Finance**

- a) **Payments** – to approve payments *as per attached schedule*
- b) **Receipts** – to note receipt of income *as per attached schedule*
- c) **Play Area/MUGA** lighting when locking (Min 216b/226g) – to consider quotation for solar lighting
- d) **ERNLLCA** – ‘Understanding the planning process course’ £90 + VAT per delegate. To consider attendance.
- e) **Play area/MUGA attendant cover** – to consider a gift for Peter Eaton
- f) **Electricity contracts** – current contracts expire 10/8/19 – to receive quotations and agree action to be taken by 11/7/19

## **9. General items of business**

- a) **Media policy** – To consider adoption of model policy from ERNLLCA
- b) **Social Media policy** – To consider adoption of a policy using ERNLLCA guidelines
- c) **Website review** (min 22c) - to be advised of new accessibility regulations in considering review

## **10. Leisure & Recreation items**

- a) **SDPOC Container on Holme Meadow** – vandal damage resulting in collapsed roof – to consider request from SDPOC to allow them to replace the container.

## **11. Ridge Ward Councillor report**

To receive a report from Ridge Ward Councillors on NLC matters

## **12. Councillor reports**

To receive reports from Councillors/Clerk who have attended meetings representing Messingham Parish Council.

## **13. Correspondence for discussion/decision**

- a) Mrs Spencer – concerns re. overgrown path West View to Park Street and request to restore—to agree action
- b) Mr Steel—condition of meter box outside Jaaz Pavillion and signage at Library –to receive/agree action
- c) Mrs Jaques – condition of paths on Wendover Close – to agree action

## **14. Correspondence for information**

- a) To note correspondence received *per the attached schedule*.
- b) To note any correspondence received after the agenda was posted.

## **15. Village complaints/compliments**

To receive and consider any Village complaints and compliments from members

## **16. Date/Time/Venue of Next Meeting**

- a) To confirm date and time of Allotment Advisory committee meeting on Monday 17<sup>th</sup> June 2019 at 7pm
  - b) To confirm date and time of next Parish Council meeting on Monday 8<sup>th</sup> July 2019 at 7pm
- All meetings to be held in the Village Hall, Messingham.

## **17. To consider the exclusion of the public and press 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. Staffing matters**

Messingham Parish Council  
 AGENDA SCHEDULE – 10<sup>th</sup> June 2019

**Clerk's Report**

Min 19a – Holme Meadow -weed control application – to receive agreed price for work

Min 19b – Holme Meadow – overgrown trees – to receive agreed price for work

Min 19c – MJFC – meeting request update

Min 23b v) – Mrs Levitt – to receive response from ERNLLCA and response sent

Min 23 vi) – Overgrown allotment 35B – inspected and letter sent – to receive response

**Accounts - To be passed for Payment:**

Ref.	Date	Payee	Details	Vat	Total	
32	11/6/19	Three.co.uk	Clerk mobile contract	0	9.23	dd
33	10/6/19	Wave	Water - Allotments	0	18.94	dd
34	10/6/19	Wave	Water - Allotments	0	4.83	dd
35	10/6/19	Wave	Water – Holme Meadow	0	10.33	dd
36	13/6/19	Messingham Brownies	Precept grant	0	300.00	cheque
37	13/6/19	Messingham Cricket Club	Precept grant	0	600.00	cheque
38	15/6/19	Messingham Village Hall	Monthly rent	0	226.00	online
39	15/6/19	Sissons Gardening Services	Gardening contract	0	544.73	online
40	15/6/19	MKS Groundcare Ltd	Grass cutting contract	225.70	1354.22	online
41	15/6/19	Gains Pest & Environment	Mole Control contract	0	70.00	online
42	15/6/19	Lawn N Order	Verge cutting contract	76.00	456.00	online
43	15/6/19	Symes Bains Broomer	New Row	305.20	1861.20	online
44	15/6/19	Mill View Fencing & Country	Public Footpaths contract	0	753.25	online
45	15/6/19	Digitech	To conclude copying contract	0.54	3.23	online
46- 48	15/6/19 28/6/19	Salaries & Wages	Salaries & Wages	0	1471.36	online

**Note: Salaries/Wages per separate confidential schedule**

**Monies Received**

Ref.	Date	Received from	Details	Amount	Method
17	15/5/19	J Hesp	Allotment 46A-o/s balance	0.50	cash
18	16/5/19	HMRC	Vat Repayment 2017-18	4311.52	Online
19	22/5/19	Messingham Village Hall	Annual rent	1.00	cheque
20	28/5/19	SDPOC	Holme Meadow Hire/rent	201.00	cheque
21	4/6/19	NLC	1 <sup>st</sup> instalment-verge cutting grant	6930.00	Online

**Correspondence for information**

NLC – Forthcoming meetings for June 2019

Armed forces day – Saturday 22 June 2019 11am – 5pm – poster

Holy Trinity Church – Trinity Sunday 16<sup>th</sup> June – ‘Feast of title’ celebrating 800 years and completion of phase 1 restoration project – 10:30am service followed by lunch and games for all

CPRE – Best Kept Village judging dates – 20 July – 2 August 2019

**Correspondence after Agenda**