

Minutes of the **Parish Council** meeting held on Monday **10th July 2017** in Messingham Village Hall commencing at 7.15pm.

PRESENT: Councillors N Poole (Chair), Mrs J Briggs, A Clark, W Elsome, J England, Mrs P Hunt, J McKellar Main, M Proctor, Mrs P Skelton, P Wright

IN ATTENDANCE: Tracey Black, Parish Clerk

Also Present: 4 members of the public

PUBLIC FORUM

Mr Radford addressed the members present regarding the Village Hall lease agreement of 1980 in particular;

- Alterations require request in writing seeking permission from Messingham parish council
- Village Hall extension being for sole use of child care business
- Conflict of interest of trustee

Mr Reed addressed the members to enquire when the Traffic Regulation Order for the Village would become operative. The Chairman advised that we will chase the progress with NLC.

47. APOLOGIES FOR ABSENCE

Apologies were received from Councillors T Foster, A Holmes, Mrs G Sherwood, K Sylvester, Mrs B Todd.

48. DECLARATIONS OF INTEREST

None

49. MINUTES OF THE LAST MEETING 12th June 2017

The minutes were circulated to all members prior to the meeting. The minutes were agreed to be a true record and duly signed by the Chairman.

It was noted that the Allotment advisory meeting of 19th June was cancelled due to lack of numbers.

50. CLERK'S REPORT

a) Min 33d – Insurance Claim

The clerk reported that Zurich Insurance had advised there was no time limit for the replacement of the stolen equipment.

b) Min 36c- Knightsbridge Road

Resident had reported that following the NLC enforcement visit cars were parking on the road which had worsened the situation.

c) Min 37h – Ashlin Court

Response received from NLC that there are no problems regarding the health and vitality of the trees and it is not their policy to prune for the benefit of light. The trees do not encroach onto any other property and are not viewed as causing a problem. It was agreed that the clerk refer to NLC enforcement and ask to contact the landowner directly.

d) Min 38a – High Street Footpath

NLC reported that the path is not uneven and was surfaced dressed two years ago, there is some slight surface loss but nothing that would cause a trip.

e) Min 38c – Cross Tree Lane verge cutting

Response from NLC that verges on this lane are cut every 3 weeks. Cllr Wright advised that outside No.3 remains uncut, clerk to refer back to NLC.

f) Min 38e – Brigg Road tree suckers

Signature

Date

Response from NLC that they are presently working on the trees with epicormic shoots, they will visit in order to prioritise the work.

g) Min 38f – Brigg Road 93-100 Blocked drain

NLC to raise work ticket to have the gullies jetted and proved.

h) Min 38g – Snicket Fairfield Drive

NLC advised this is not adopted highway - Cllr Poole reported that he is pursuing this matter.

i) Min 38i – Trentholme Drive junction Gelder Beck Road potholes

NLC to raise work ticket to have the repairs done. Cllr J McKellar Main reported this work had been done.

j) Min41 – Telephone kiosk

The clerk reported that the glazing work was complete and the clematis had been cut back. Painting can commence with the play area on 16th July. Securing the box is ongoing.

k) Min 42 – Play area equipment painting

The clerk advised that the painting specification had been confirmed with D. Payne. Work can commence on 16th July, this date was agreed. It was noted that the play area would be closed during this time. It was agreed to place a sign of impending closure at the play area.

l) Min 46 – Play area slide grant application

The clerk advised that a grant application has been submitted to NLC Community Grants, for 90% of the total cost.

m) Allotment inspection report

The clerk reported that although an Advisory Committee meeting was not held on 19th June, due to lack of numbers, an Inspection report was received. Grass cutting required on woodland area, track, side gate – the clerk reported that this work had since been completed by B. Ross. It was reported that one track was still overgrown, clerk to ask B. Ross to mow.

Some vacant allotments are overgrown, but not accessible to agricultural machinery. Agreed to inspect and report back.

51. POLICE MATTERS/NATs

Crime report not received. Clerk to distribute when available.

52. PLANNING

a) Planning Decisions by NLC

PA/2017/632 – Mrs & Mrs A & J Robinson and Pacey, 67 Kealholme Road – to erect first floor extension – GRANTED

PA/2017/644 – M Moore, Messingham Village Hall – to erect single storey side and rear extension together with new parking spaces at Village Hall, Orchard Close – GRANTED

PA/2017/706 – M Mawson, 17 East Green – to erect front extension – GRANTED

b) Planning Applications before NLC

PA/2017/885 – W Smith, land adjacent to Priesthows, Butterwick Road – to provide a new hawthorn hedge to site perimeter incorporating palisade fencing. It was resolved NO OBJECTIONS.

PA/2017/958 – W Smith, Priesthows, Butterwick Road – alterations to outbuildings to form new dwelling. It was resolved NO OBJECTIONS.

c) Planning for information only.

PA/2017/980 – A Thorpe, 3 Gelder Beck Road – for determination of the requirement for prior approval of a household extension – Noted

PA/2017/569 – G Meffen, 9 Elm Way – non-material amendment to PA/2017/26 – alter roof of extension from a tiled pitched roof to a flat roof with lantern – Noted

d) To receive any withdrawn planning applications

Signature

Date

PA/2017/739 – M Potter, Catchwater Meadows – determination of requirement for prior approval of proposed road – Noted

e) To note any appealed planning applications

PA/2017/1603 – Krajnik – conversion and outbuildings to create a new wedding venue and bridal suite with associated landscaping and car parking – Noted.

53. FINANCE

a) Passed For Payment:

1. N Power – Holme meadow electricity	93.40 dd
2. N Power – Memorial electricity	83.95 dd
3. N Power – Playing field electricity	25.38 dd
4. Three.co.uk – mobile contract clerk	21.54 dd*
5. Salaries and wages as per attached schedule	1057.10 online
6. D Jacklin Ltd – mole control	240.00 online
7. Messingham Village Hall – monthly rent	226.00 online
8. Glendale – grass cutting	1565.52 online
9. Glendale – Feed & Weed Holme meadow	1297.20 online
10. Sissons Gardening Services – June work	343.50 online
11. NLC – removal of slide	397.20 online
12. M Wright – inspect floodlight timer	30.00 online
13. HMRC – quarterly PAYE/NI	518.07 online
14. Leisure & Construction services-MUGA clamps/columns	192.00 online
15. HWRCC – membership	25.00 online
16. H Simpson & Sons - weedkiller	8.99 cheque

*RPI price increase 2.6%

b) Monies Received

1. Scunthorpe Running Club donation – for use of Holme Meadow	50.00
2. SDPOC – Holme Meadow hire	100.00
3. Bank interest	0.01

c) Bank reconciliation

The Bank reconciliation was circulated to all members and agreed.

d) Budget Summary

The budget summary was circulated to all members. The clerk explained the variance for S137 payments being the cost of the playing access road of £5473 against a budget of £5000. The budget was agreed and accepted.

e) Insurance – Min 33d

The clerk had reviewed the inventory and assets, and advised that the parish council notice board purchased June 2014 at a cost of £1290 was not insured, it was agreed to add this to the policy.

f) Storage – Min 33d

Consideration was given to secure storage of parish council equipment.

It was agreed that the clerk make enquiries in principle of placing a secure unit at the playing field. It was agreed that the clerk make enquiries if the sports clubs would be interested in grass cutting/strimming with own or parish council equipment, for club funds.

g) Mole Control

The clerk advised she had spoken to Mr. Jacklin, the moles are under control with the exception of some activity around Holme Meadow. He suggested two visits in July then one in August/Sept and then review. It was agreed to accept this proposal.

h) Playing field Signage Min 30d

Signature

Date

The clerk reported that permission had been obtained from Mr Tune the land owner to place any signage at the playing field exit, warning to slow down/exit with caution. It was agreed to seek advice from NLC highways regarding suitability/placing/wording.

i) Holme Meadow Hire request

A request had been received from a small group of U7's to play on Holme Meadow Thursdays 6-7pm October to April with the use of the floodlights. They have portable goals. It was agreed in principle subject to public liability insurance and safe guarding policies being in place. Clerk to obtain this information along with details of the group.

i) Humber & Wolds rural community

It was agreed to renew the annual membership at a cost of £25.

j) NLC Time trail project proposal

It was agreed to support in principle pending further information.

k) Holme Meadow electric box Min 38b

The clerk had been advised by Owen Bowness that the fuse board was not big enough for present requirements, they quoted £250-£300 to update the consumer unit. It was agreed to proceed with this work.

l) MUGA lighting columns/clamps Min 33f

The clerk advised that the lighting columns had been checked and tightened – nyloc bolts were already being used. The replacement clamps were also fitted to the MUGA fencing. The floodlight installer confirmed that nyloc nuts had been used and advised that service would cost £220. It was agreed to wait until this work was due.

m) Holme Meadow hire request

A request had been received to hire Holme Meadow for a wedding in November 2018. Following discussion it was agreed that more information was required for a decision. Clerk to contact and request full details

54. GENERAL ITEMS OF BUSINESS

a) Website

Kyanite the website host had sent a link for the proposed redesigned layout to enable the parish council to have direct access. It was agreed to go ahead with this process.

b) Holme Meadow litter picking Min 33k

NLC have advised that they are having problems securing the use of the Youth Offending service, equally anything would be on a one off not a regular basis.

It was agreed that the clerk investigate the arrangements of other NLC parish councils.

55. COUNCILLORS REPORTS

a) Flower bed sponsorship – the working group of five councillors met on Monday 3rd July, Cllr Skelton gave a report of the main points discussed.

War Memorial to be excluded/identified 15 prime locations/beds to be kept pristine/invitations to business and organisations.

A sample A4 sign had been obtained and circulated at a cost of £9.50 each which may be negotiable for bulk purchase.

The clerk reported that NLC had advised;

- Permission required from NLC for installation on NLC owned land
- Installer must be one of NLC approved contractors or hold relevant certificates to excavate on the highway including having public liability insurance.
- Installer must be able to obtain drawings for utility installations.
- Messingham Parish Council must sign an NLC indemnity form in case accidents are caused by the advertising boards
- Permission for the advertisement of sponsors requires consent at a cost of £192.50

Signature

Date

It was agreed that the clerk contact Scawby Parish Council, who currently operate a flowerbed sponsorship arrangement to seek advice on managing a scheme.
Cllr England asked that focus be given to the quality of flowerbeds on Wendover Road, being the Co-operative store/Manley Court/doctors, library.

- b) **Tour of Britain** – Stage 3 of the race will travel through Messingham on Tuesday 5th September. Cllr Poole and the clerk had attended an informal meeting with the NLC coordinator and Messingham Martial Arts, who have managed to secure 5 bikes from NLC for decoration on the route through Messingham. The NLC coordinator had suggested ideas to decorate the route and advised activity packs where available to schools.
It was reported that the route had been amended on the website – clerk to seek clarification on the current proposed route.

56. CORRESPONDENCE FOR DISCUSSION/DECISION

- a) **NLC – Summer Clean up**
Agreed to request poster to advertise
- b) **NLC – DBS**
It was agreed to remain under the umbrella body of NLC, clerk to complete agreement.
- c) **NLC – Winter Service Review meeting**
21 July 2017 at the Civic Centre, Scunthorpe 1.30-4pm- noted
- d) **Messingham Village Hall temporary closure**
The village Hall is to be closed 21 Aug - 1Sept for improvements. Consideration was given to the Leisure & Recreation meeting due to be held on 21st August, as there will be no toilets or water, it was agreed that the clerk would arrange an alternative date.
- e) **D. Radford – Messingham Parish Council roll of Lessors – Village Hall 1980 lease**
Following discussion regarding the points raised by Mr. Radford in correspondence circulated prior to the meeting and in the public forum, it was agreed to contact the Solicitors to investigate the legal standing/requirements of the parish council.
- f) **Scotter Neighbourhood development plan consultation**
It was agreed not to submit any response.
- g) **Messingham Junior football club;**
- i. request received to use playing field extension for U10's progressive training.**
It was noted that this was retrospective permission. Following discussion, it was agreed that the clerk remind future permission must be applied for in advance.
It was reported that a 6 a-side football tournament had taken place on Sunday 9th July, it was noted that permission had not been sought for this event. Clerk to investigate who had organized this tournament and advise that in future permission must be applied for. Whilst all sport is actively supported and encouraged in the village, permission should be sought ahead of fixtures. Safety should be taken into account; therefore consideration should be given to other club activity on the field.
- ii. request received to mark out pitches at Holme Meadow at the end of July to enable placing of sockets for new goals**
It was agreed that there were no objections to this.

57. CORRESPONDENCE FOR INFORMATION

To note correspondence received for information

- a) NLC - Forthcoming meetings July – noted and to place on notice board
- b) NLC – nominations for community awards -noted
- c) ANDREW SISSONS (contract gardener) – van and equipment stolen – noted that contract work being fulfilled.

Signature

Date

- d) RESIDENT ON EAST GREEN – complaint had been received from resident regarding the quality of planting/maintenance and overgrown shrubs and trees on East Green. NLC have inspected the trees and shrubs and have programmed the works. The clerk reported that she has responded to Mr. Waddington explaining the situation regarding the planting and maintenance budget along with the programmed works by NLC. Mr. Waddington had been thanked for his help in maintaining the flower bed.
- e) CPRE – best kept village judging between 24 July – 12 August – noted

58. VILLAGE COMPLAINTS/COMPLIMENTS

- a) PLAYING FIELD EXTENSION/NORTHFIELD ROAD – untidy grass, it was agreed to ask Glendale to cut
- b) HIGHGROVE ENTRANCE – poor road surface, Cllr Proctor referred to NLC
- c) HIGH STREET 7B – blocked gully, reported to NLC several times-request update
- d) SCOTTER ROAD – Outside Stables restaurant, blocked gully – Clerk to report to NLC
- e) MANLEY COURT – Damaged posts – clerk previously reported to Ongo and chased
- f) WENDOVER JUNCTION WITH HIGH STREET – Poor road surface – Clerk to report to NLC
- g) COMPLIMENT on resurfacing playing field access road
- h) WEST GREEN – Road not being swept – clerk to enquire the schedule for this work
- i) KNIGHTSBRIDGE ROAD – weed growth on footpaths and gutters – Clerk to report to NLC
- j) MANOR FARM ESTATE bollards require cleaning – Clerk to report to NLC
- k) WENDOVER ROAD SHOPS – untidy state behind the shops
- l) STABLES RESTAURANT – discarded cans near flower bed – Clerk reported she had removed

59. DATE/TIME/VENUE OF NEXT MEETING

- a) The next meeting was confirmed as Monday 14th August 2017 at 7.15pm in the Village Hall, Messingham
- b) The Leisure & Recreation meeting scheduled for Monday 21st August 2017 at 7pm in the Village Hall, Messingham – clerk to rearrange – see minute 56d

THIS CONCLUDED THE BUSINESS OF THE MEETING. Meeting closed at 8:56pm

Signature

Date