

Minutes of **Messingham Parish Council** meeting held on **Monday 12th October** at 7pm held remotely via Zoom due to Covid-19 restrictions.

Present: Councillors N Poole (Chair), Mrs J Briggs, A Clark, W Elsome, J England, T Foster (joined 19:07), Mrs P Hunt, J McKellarMain, J Oatridge, Mrs P Skelton, Mrs B Todd, P Wright.

In Attendance: Tracey Black, Parish Clerk

No members of the public were present

The Chairman opened the meeting at 7pm

Cllr Jonathan Oatridge was welcomed to the Parish Council.

68. Apologies of Absence

Apologies were received from Cllrs A Coggon, Mrs J Fenwick, A Holmes.

69. Declarations of Interest

Cllr P Skelton – Agenda items relating to MJFC – declared a personal & prejudicial interest as elected officer of MJFC committee.

70. Public Forum – no public were present

71. Minutes of the previous meetings

- a) The minutes of the Full Parish Council meeting on Monday 14th September 2020 were circulated to all members prior to the meeting. The minutes were approved to be signed by the Chairman.
- b) The minutes of the Allotment Advisory committee meeting on Monday 21st September 2020 were circulated to all members prior to the meeting. The minutes were approved to be signed by the Chairman.

72. Clerks update

- a) **Min53 – Co-option of Cllr J Oatridge** – Declaration of acceptance signed and Register of Interests registered with NLC democratic services.
- b) **Min 64 iv) & Allotment 639b – Allotment signage** – wording agreed by National Allotment Association. Resolved to arrange new signage at the allotments.
- c) **Min 67 – Messingham Village Hall – response to cancelled AGM and proposals to comply with lease agreement.**

Village Hall advised that their AGM had been postponed and will be held when practicable within Government Covid-19 restrictions. It was noted that this is in line with the lease agreement.

73. Planning

a) To resolve the planning applications

- i) PA/2020/1364 – Sembiante, Kierdan Park, North Moor Road – to erect single storey cabin to provide two classrooms.

Resolved: No objections

b) To receive decisions made by NLC

- i. PA/2020/70 – Rylatt, Priesthows Butterwick Road – two storey extension and associated alterations to existing barn to form a dwelling and erect a detached garage - Granted

Signature

Date

- ii. PA/2020/773 – Hughes, 43 Kealholme Road – to apply paint finished render to all external walls – Granted
- iii. PA/2020/1132 – Lewis, 33 Well Street – to erect one dwelling with all matters reserved – Refused
- iv. PA/2020/1235 – Pogson, 2 Briggate Drive – erect double garage with first floor office (following demolition of existing garage) and erect boundary wall – Granted

c) To receive notification under permitted development rights – information only

- i) PA/2020/1463 – Cook, 10 Northfield Road – to determine requirement of prior approval for a larger home extension.
- ii) PA/2020/1465 – Dulson, 2 The Meadows - to determine requirement of prior approval for a larger home extension.

74. Finance

a) Payments - To approve the payments

| Ref. | Date | Payee | Details | Vat | Total | Method |
|------|----------|-----------------------------|---|--------|---------|--------|
| 103 | 25/9/20 | British Gas | Electric – War Memorial | 0.50 | 10.46 | Dd |
| 104 | 4/10/20 | British Gas | Electric – MUGA | 0.63 | 13.26 | Dd |
| 105 | 8/10/20 | Wave | Water – Holme Meadow recreation field | 0 | 2.31 | Dd |
| 106 | 12/10/20 | Three.co.uk | Clerk mobile | 0 | 7.19 | Dd |
| 107 | 14/10/20 | Messingham Village Hall | Monthly rent | 0 | 245.00 | online |
| 108 | 14/10/20 | Sissons Gardening Services | Gardening contract | 0 | 474.44 | online |
| 109 | 14/10/20 | Gains Pest & Environment | Mole Control contract | 0 | 75.00 | online |
| 110 | 14/10/20 | N Drinkall | Handyman services * Inc. £31 materials | 0 | 413.50 | Online |
| 111 | 14/10/20 | MKS Groundcare Ltd | Grass cutting contract | 124.16 | 744.96 | Online |
| 112 | 14/10/20 | MKS Groundcare Ltd | Verge cutting contract | 179.60 | 1077.60 | online |
| 113 | 14/10/20 | Office Friends | Paper / blue ink | 3.64 | 21.84 | online |
| 114 | 14/10/20 | T Black | Reimbursement-zoom (2 meetings) | 2.40 | 14.39 | online |
| 115 | 14/10/20 | HMRC | Quarterly PAYE/NI | 0 | 1068.01 | Online |
| 116 | 14/10/20 | NLC | SLA 2 Playground inspections= £190 Bin emptying = £375 | 131.00 | 786.00 | Online |
| 117 | 14/10/20 | MJFC | Precept grant | 0 | 600.00 | online |
| 118 | 14/10/20 | HWRCC–voluntary car service | Precept grant | 0 | 100.00 | online |
| 119 | 20/10/20 | British Gas | Electric–Holme Meadow recreation field | 0.35 | 7.42 | Dd |
| 120 | 14/10/20 | Salaries & wages | Salaries & Wages | 0 | 1357.87 | online |
| 121 | 30/10/20 | | (separate confidential schedule) | | | |

It was resolved that the payments be approved

*Handyman inspections of the new Car Park considered. **Resolved:** weekly inspections of max. half an hour.

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

| Ref. | Date | Received from | Details | Amount | Method |
|------|---------|---------------|---|---------|--------|
| 29 | 15/9/20 | NLC | Verge & Parish Path cutting grant-final 50% | 9006.00 | Bacs |

Signature

Date

c) **Bank reconciliation – to approve the bank reconciliation as at 30 September 2020.**

The bank reconciliation as at 30 September 2020 had been circulated prior to the meeting. There were no questions. **Resolved:** to accept the reconciliation.

d) **Budget Summary – to approve the budget summary as at 30 September 2020 and note any variances.**

The budget as at 30 September 2020 had been circulated prior to the meeting. The variances were noted and there were no questions. **Resolved:** to accept the budget.

e) **Remembrance Sunday**

i) **To consider arrangements under Covid-19 guidelines**

The Clerk reported the advice received from Humberside Police and from NLC that road closures will not be authorised to prevent gatherings.

Resolved: to cancel the parade and public service at the War Memorial due to Covid-19 advice. A closed service will be held, attended by the Chairman; vicar; bugler (maximum of 6 people). A recording will be placed on the website and other media sites. Wreaths to be laid throughout the day following Covid-19 regulations. Clerk to contact the Methodist Church to suggest the service be held at an alternative time during the day to avoid confusion and prevent any gathering. Encourage residents to observe the two minutes silence at 11am from their homes and gardens.

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

Resolved: donation of £200 this year.

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

Resolved: fee of £50 for the bugler.

Cllr P Skelton declared a Personal & Prejudicial interest in the following item and took no part.

f) **Lease agreement review for storage containers / building for SDPOC; MJFC; Scouts**

Resolved: to renew lease agreements for 3 year term as per current terms and conditions.

g) **To receive inspection report of village benches and consider any action.**

The Clerk gave a report on the benches as per an inspection carried out by the handyman.

Resolved: to carry out remedial work as noted.

h) **To receive inspection report of village entry signs and consider any action.**

Resolved: Clerk to investigate the cost of replacement / repair of the signs on Butterwick Road and Scotter Road. It was noted that the previous supplier had ceased business.

75. **General Items of Business**

a) **To consider a Christmas village competition.**

i) **Resolved:** To hold a competition of residential properties. Prize money was discussed, following a proposal and an amendment to the proposal it was **resolved** prize money of £50.

Cllr N Poole declared a personal interest and took no part in the following decision.

ii) **Resolved:** To hold a competition for best shop / business with prize money of £50.

Both competitions to be judged from the pavement. Clerk to design an entry form for the competitions and place in the Village magazine / website.

76. **Leisure & Recreation items**

Cllr P Skelton left her room and took no part in the following item 76a.

a) i) **to review use of Northfield Road by MJFC as per decision in June 2020**

Resolved: Agreed the use for U6's on Tuesdays 17:30-18:30 & Saturdays 10-12noon.

Signature

Date

ii) to consider MJFC response regarding use of steel pegs

MJFC advised that plastic pegs were proving unsuccessful in hard ground and also cannot ensure the safety of the smaller goals for the younger age group. MJFC intend to discuss alternative suggestions at their meeting on 6 November. MJFC had been advised in the meantime that steel pegs must be painted in a bright colour / ribbons as suggested in the past, and reiterated that MJFC will be liable for any damage incurred to contractors equipment. Non-conformance may result in consideration of future hire.

Cllr P Skelton returned to the meeting

b) Play area inspection report – to receive the half-yearly NLC inspection report and consider any action.

Resolved: to obtain a price for advisory infill wet pour work. Clerk and Chairman to have delegated authority to agree work. To monitor shackles and bushes on swings as recommended.

c) Holme Meadow Recreation field;**i) Slug pellets found on the field – to be notified of action taken**

Dangerous substance reported on field on 26 September 2020. Clerk inspected and met by mole control contractor, who identified as slug pellets. Police informed as nothing had been applied. Fox faeces containing slug pellets subsequently found. Field closed with signage and placed on website. Following the grass cut on 28/9/20 the field was inspected and re-opened. Signage and website advising to keep dogs on leads.

ii) Trail cameras erected on field by resident – to be notified of action taken

Parish Council became aware of trail cameras placed on field by a resident. ERNLLCA advised that in line with GDPR guidelines to contact individual as soon as possible to remove equipment immediately and to advise of legal requirements of recordings without consent of those recorded. Clerk spoke to resident and confirmed in writing.

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

- NLC meetings continue to be carried out virtually
- Covid-19 cases increasing in the area

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

- The clerk reported that a crime report had not been reported for the previous three months despite being chased. Cllr J McKellarMain to investigate.
- OPCC report had been circulated with the agenda.

79. Councillor / Clerk Reports on meetings attended

Cllr Mrs P Skelton gave a report on Messingham Village Hall committee meeting. Raised if MVH had increased projected income in budget following completion of additional space.

Clerk to chase copies of the minutes as per the lease agreement.

80. Correspondence for Discussion/Decision**a) Sullivan – to consider request for pavement from Brigg Road to Play Avenue on Kirton Road.**

Resolved: Clerk to ask NLC Highways if they will assess and carry out a feasibility study.

81. Correspondence for Information**a) To note correspondence received**

- i) NLC – Forthcoming meetings – placed on notice board
- ii) NLC – rough sleeper count 27 October 2020 - noted
- iii) ERNLLCA – newsletter, circulated on receipt
- iv) ERNLLCA – Agenda for N Lincs District committee meeting Thursday 15 October 2020 via zoom. Cllrs who wish to attend to inform the Clerk.
- v) Symes Baines Broome Solicitor – notification of completion of registration of easement to Mr & Mrs Baxter in respect of land on New Row - noted

b) To note any correspondence received after the agenda was posted – no items**82. Village Complaints/Compliments**

- a) ASHBERRY DRIVE – dead Rowan tree. Clerk to report to NLC to remove.
- b) BRIGG ROAD – overhanging hedge on north side road. Clerk to report to NLC as no action taken by landowner.
- c) BRIGG ROAD B1400 – fly tipping on S bends. Chairman advised it had been reported to NLC.
- d) HIGH STREET – compliment to lack of litter outside shops.

83. Date/Time/Venue Of Next Meeting

- a) The Personnel committee meeting was confirmed as Monday 9th November 2020 at 6:30pm
- b) The next Parish Council meeting was confirmed as Monday 9th November 2020 at 7pm.
- c) The Precept meeting was confirmed as Monday 23rd November 2020 at 7pm
Meetings will be held in accordance with prevailing Government Covid-19 advice.

84. Confidential Items

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 to be discussed

Agreed - No public were present

85. Village Car park height barrier and gate - To consider quotations for supply and installation.

The Clerk submitted quotations from three engineering companies.

Resolved: To view quality of other similar work of the two lowest tenders and confirm specification of finish. Chairman and Clerk to have delegated authority to agree contractor.

**86. Holme Meadow recreation field – vehicle gate / pedestrian gate / fencing / height barrier
To consider quotations for supply and installation.**

The Clerk submitted quotations from three engineering companies.

Resolved: To view quality of other similar work of the two lowest tenders and confirm specification of finish. Chairman and Clerk to have delegated authority to agree contractor.

87. Messingham Library – storage / office space

Resolved: to agree in principle to Parish Council managing the Library as a Community hub building.

This concluded the business of the meeting. Meeting closed at 8:45pm.

Signature

Date