

# MESSINGHAM PARISH COUNCIL

Parish clerk: Tracey Black  
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## **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 14<sup>th</sup> December 2020 at 7pm**, for the purpose of transacting the following business. Due to Covid-19 restrictions the meeting will be held remotely via Zoom. Join using: [www.zoom.us/join](http://www.zoom.us/join) Meeting ID: 821 3846 1132 Passcode: 291564 or to dial in: 0203 901 7895

Tracey Black

Clerk to the Parish Council

9<sup>th</sup> December 2020

Members of the public and press are welcome to attend the meeting using the details above.

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### **AGENDA**

1. **Apologies for absence** To receive apologies for absence.
2. **Resignation – to be notified of resignation of Cllr. A Coggon**
3. **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.
4. **Public Forum**
  - a) To resolve if necessary, to temporarily suspend the meeting for a period of no more than 15 minutes to allow for a period of public participation.  
*Members of the public may raise subjects they wish to bring to the attention of the Parish Council, make representations and give evidence in respect of business on the agenda. Decisions relating to items on the agenda will be made within the agenda item. Items not on this agenda will be answered in writing or as a future agenda item.*
5. **Minutes of previous meeting**
  - a) To approve and sign the minutes of the Finance & Personnel committee meeting held on Monday 9<sup>th</sup> November 2020.
  - b) To approve and sign the minutes of the Full Parish Council meeting held on Monday 9<sup>th</sup> November 2020.
  - c) To approve and sign the minutes of the Precept meeting held on Monday 23<sup>rd</sup> November 2020.
6. **Clerks report**

To receive an update from the Clerk on items from the minutes not shown separately on this agenda (Appendix A)
7. **Planning**
  - a) **To receive planning applications from NLC and resolve a response**
    - i) PA/2020/1251 – C Allen & T Binks, Priesthows, Butterwick Road – permission to erect 6 holiday lodges
  - b) **To receive decisions made by NLC**
    - i) PA/2020/672 – Jackson Phillips Asset Solutions, land off Scotter Road – outline permission to erect up to 30 dwellings with all matters reserved for subsequent consideration – Refused
  - c) **To receive from NLC notification of permitted development rights – For information only**
    - i) PA/2020/1745-G Boston, 4 Northfield Road – to determine requirement for prior approval of a household extension
  - d) **To receive appeal decisions**
    - i. PA/2019/164 – Swaby, land off Scotter Road – to erect up to 25 dwellings with all matters reserved for subsequent consideration – Appeal allowed
    - i. PA/2019/2095 – Dawson, land rear 60 Brigg Road – to erect a detached dwelling - Appeal dismissed

## **8. Finance**

- a) **Payments** – to review and approve monthly payments. *See Appendix B*
- b) **Receipts** – to note receipt of income. *See Appendix C*

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

- a) **Christmas competition** – to receive update
- b) **Tree Planting** – Min 63c - to receive update
- c) **Annual Review of Policies & Procedures**
  - a) To review and approve the Standing Orders
  - b) To review and approve the Financial Regulations
  - c) To review and approve the Child Protection/Safe Guarding policy
  - d) To review and approve the Equality policy
  - e) To review and approve the Health & Safety policy
  - f) To review and approve the Complaints procedure policy
  - g) To review and approve the Emergency Plan policy
  - h) To review and approve the GDPR policy
  - i) To review and approve the Subject Access Request policy
  - j) To review and approve the Grievance policy
  - k) To review and approve the Retention schedule policy
  - l) To review and approve the Publication scheme policy
  - m) To review and approve the Recording of Meetings policy
  - n) To review and approve the Adult Safe Guarding policy
  - o) To review and approve the Social Media policy

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

- 11. **Ridge Ward Councillor report** - To receive a report from Ridge Ward Councillors on NLC activities.

## **12. Police matters / Neighbourhood Action Team (NAT) / Office of Police & Crime Commissioner (OPCC) reports**

- 13. **Councillor reports** - To receive reports from Councillors / Clerk on meetings attended representing the Parish Council.
  - i) ERNLLCA – Clerks zoom chat 2 December 2020
  - ii) NLC – Town & Parish liaison meeting 9<sup>th</sup> December 2020

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

- i) NLC – Transfer of grass cutting of verges and Public Rights of Way – to receive confirmation of grants for 2021
- ii) NLC – walking and cycling routes consultation
- iii) Resident Park Street – to consider concerns of condition of road surface on west end of Park Street.
- iv) ERNLLCA training courses – to consider attendance of offered courses

## **15. Correspondence for information**

- a) To note correspondence received for information. *See Appendix D*
- b) To note any correspondence received after the agenda was posted.

- 16. **Village complaints/compliments** - To receive and consider any Village complaints and compliments.

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

- a) To confirm date and time of next Full Parish Council meeting on Monday 11<sup>th</sup> January 2021 at 7pm.

- 18. **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.**

## **19. Village Hall perimeter hedge - Min 105bii)**

To consider tenders for hedge cutting work and response from Messingham Village Hall committee

## **20. Village entry signs Min 74h**

To consider quotations for the replacement of two Village entry signs

## **21. Community Hub update**

**Clerk's Report – Appendix A**

**Min 104d - Bottesford Town Council** – response regarding fly tipping near sewerage works

**Min 110 - Children's play area – wet pour** – to receive update

**Min 111 – Messingham Village Hall** – outstanding minutes have been received

**Accounts - To be passed for Payment – Appendix B**

Ref	Date	Payee	Details	Vat	Total	Method
143	17/11/20	Wave	Water – Holme Meadow recreation field	0	26.73	Dd
144	17/11/20	Wave	Water – Allotments	0	124.54	Dd
145	17/11/20	Wave	Water – Allotments	0	160.97	Dd
146	20/11/20	British Gas	Electric – Holme Meadow recreation field	0.41	8.70	Dd
147	25/11/20	British Gas	Electric – War Memorial	0.53	11.17	Dd
148	4/12/20	British Gas	Electric – MUGA	1.64	34.34	Dd
146	14/12/20	Three.co.uk	Clerk mobile	0	6.00	Dd
147	16/12/20	Messingham Village Hall	Monthly rent	0	245.00	online
148	16/12/20	Sissons Gardening Services	Gardening contract	0	474.44	online
149	16/12/20	Gains Pest & Environment	Mole Control contract	0	75.00	online
150	16/12/20	N Drinkall	Handyman services Inc. £36 materials	0	319.50	online
151	16/12/20	MKS Groundcare Ltd	Grass cutting contract	59.08	354.48	online
152	16/12/20	MKS Groundcare Ltd	Verge cutting contract	89.80	538.80	online
153	16/12/20	Builders Merchant Co Ltd	Double padlock set	2.56	15.38	online
154	16/12/20	Quibell Fabrications Ltd	Village Car park barrier	475.00	2850.00	online
155	16/12/20	CPRE	Annual membership	0	36.00	Online
156	16/12/20	T Black – reimbursement	Postage of history books	0	1.83	online
157	16/12/20	T Black - reimbursement	Reimbursement-zoom	2.40	14.39	online
158	16/12/20	T Black – reimbursement	Additional 20 metres LED string lights	8.49	50.95	online
159	21/12/20	British Gas	Electric – Holme Meadow Recreation field	0.42	8.85	Dd
160	16/12/20	Salaries & wages	Salaries & Wages	0	1357.87	online
161	31/12/20		(separate confidential schedule)			

**Monies Received – Appendix C**

Ref.	Date	Received from	Details	Amount	Method
33	10/11/20	Scunthorpe Pony Club	Container storage annual rent	1.00	cheque
34	10/11/20	Scunthorpe Pony Club	Holme Meadow hire	300.00	cheque
35	11/11/20	J Saunders	History books	6.50	cheque

**Correspondence for information – Appendix D**

NLC – Forthcoming meetings

ERNLLCA – newsletter, circulated on receipt