

MESSINGHAM PARISH COUNCIL

Parish clerk: Tracey Black
Black Bank Farm, Black Bank, Susworth, Scunthorpe, North Lincolnshire, DN17 3AX
Tel: 07397 571469 email: 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 13th June at 7pm**, at Messingham Community Hub, Wendover Road, for the purpose of transacting the following business.

Tracey Black
Clerk to the Parish Council

8th June 2022

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

AGENDA

1. **Apologies for absence** To receive apologies for absence.
2. **Co-option of Councillor** – to be notified that following the 14 day notice of vacancy, no election was called and the vacant post has been advertised for co-option at the meeting on Monday 11th July 2022.
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 the agenda will be answered in writing or on a future agenda.
5. **Minutes of previous meetings**
 - a) To resolve to approve as a correct record the minutes of the Annual Parish Council meeting on 10th May 2022
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/2022/833 – P Trevethan, 66 Trentholme, High Street – to permanently divide the existing house into two joined properties by bricking in five existing doorways connecting the houses.
 - b) **To receive decisions made by NLC**
 - i) PA/2022/10 – The Pink Pig Farm, Holme Hall, Holme – permission for the change of an agricultural barn to a wedding venue - Granted
 - c) **To receive appeal decisions made by the planning inspectorate**
 - i) PA/2020/2063 – TG Sowerby Developments Ltd – land north of Egton Avenue – outline permission for a residential development of up to 16 dwellings with all matters reserved for subsequent consideration – Appeal dismissed.
 - ii) PA/2021/727 – G Parkes, Hop Villa, 6 Well Street – to erect 3 dwellings – 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*
 - c) **Electricity contract** – 3 year contract for Holme Meadow; Northfield Road; War Memorial due to expire on 11/8/22. To consider authority to Clerk to agree best price contract.
 - d) **NLC devolved grass cutting** for Messingham; Holme; East Butterwick; Manton – to receive NLC offer and consider acceptance to extend arrangement for further 3 years.
 - e) **Passwords & PINS** – Chairman to receive and confirm acceptance of sealed details.

9. **General items of business**
 - a) **To review policies and procedures** – (Appendix E)
 - b) **Horticultural Show** – 3 September 2022 – to consider involvement of the organisation of the Horticultural Show.

10. **Community Hub** – To receive any updates
 - a) **Food Safety update** – to receive update following inspection.
 - b) **Scale of Charges - Min17b** – to consider Scale of Charges for hire of the Community Hub for non-village hire.

11. **Leisure & Recreation items**
 - a) **Play Area proposal at Butterwick Road** – to receive the NLC pre-application planning response from NLC for rustic play-area at Allotment site and consider action.
 - b) **Holme Meadow Recreation field** – to discuss the facilities.

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

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

14. **Councillor reports** - To receive reports from Councillors / Clerk on meetings attended representing Parish Council.

15. **Correspondence for discussion/decision**
 - a) A Longmate – to receive the following concerns and consider action.
 - i) speed of vehicles at Northfield Road playing field from car park to pavilion.
 - ii) speed of vehicles at Holme Meadow recreational field entrance and Northfield Road playing field entrance
 - iii) safety concerns of children walking to and from school

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

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

18. **Date/Time/Venue of Next Meeting**
 - a) To confirm date and time of the next Allotment Advisory committee meeting.
 - a) To confirm date and time of the Full Parish Council meeting on Monday 11th July 2022 at 7pm.

19. **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.**

Clerk's Report – Appendix A

Min 24a – Park View – NLC advised work to take place Autumn 2022.

Min 24b – Football coaching on Holme Meadow – to receive update.

Accounts - To be passed for Payment – Appendix B

Ref	Date	Payee	Details	Vat	Total	Method
37	17/5/22	Wave	Water – Holme Meadow recreation field	0	10.77	dd
38	17/5/22	Wave	Water – Allotments	0	55.55	dd
39	17/5/22	Wave	Water – Allotments	0	9.52	dd
40	20/5/22	British Gas	Electric – MUGA	0.40	8.30	Dd
41	25/5/22	British Gas	Electric - War Memorial	0.35	7.40	dd
42	25/5/22	British Gas	Electric – Holme Meadow Recreation field	0.74	15.51	dd
43	13/6/22	Three.co.uk	Clerk mobile	0	6.28	dd
44	14/6/22	Information Commissioners Office (ICO)	Annual data protection fee	0	40.00	dd
45	15/6/22	Sissons Gardening Services	Gardening contract	0	544.44	online
46	15/6/22	Gainsborough Pest & Environ.	Mole control contract	0	80.00	online
47	15/6/22	N Drinkall	Handyman services	0	241.00	online
48	15/6/22	MKS Groundcare Ltd	Grass cutting contract	220.00	1320.00	online
49	15/6/22	MKS Groundcare Ltd	Verge cutting contract-Messingham	179.60	1077.60	online
50	15/6/22	No Worries Cleaning Services	Contract Cleaning – Community Hub	36.00	216.00	online
51	15/6/22	Websters Nursery	Summer bedding plants	0	1461.80	online
52	15/6/22	Messingham Cricket Club	Precept grant	0	1500.00	online
53	15/6/22	T Black – Clerk reimbursement	Zoom – May Parish Council meeting	2.40	14.39	online
			Wilko – 10 additional plates	2.08	12.50	online
54	15/6/22 30/6/22	Salaries & wages	See separate schedule	0	1378.02	online
55	20/6/22	British Gas	Electric – MUGA	0.41	8.55	dd

Monies Received – Appendix C

Ref.	Date	Received from	Details	Amount	Method
12	9/5/22	Craft Group	Community Hub use (6 weeks)	39.00	cash
13	12/5/22	HMRC	VAT 2021/22 repayment	8951.54	online
14	May	Various	Allotment annual rent – online	168.00	Online
15	May	Various	Allotment Annual rent - cheque	24.00	Cheque

Correspondence for information – Appendix D

NLC – Forthcoming meetings

ERNLLCA – newsletter, circulated on receipt

Review of Polices & Procedures – Appendix E

- a) To review and approve the Standing Orders
- b) To review and approve the Financial Regulations
- c) To review and approve the Child Protection policy
- d) To review and approve the Adult Safeguarding policy
- e) To review and approve the Equality policy
- f) To review and approve the Health & Safety policy
- g) To review and approve the Complaints procedure policy
- h) To review and approve the Emergency Plan policy
- i) To review and approve the GDPR policy
- j) To review and approve the Subject Access Request policy
- k) To review and approve the Grievance policy
- l) To review and approve the Retention schedule policy
- m) To review and approve the Publication scheme policy
- n) To review and approve the Recording of Meetings policy
- o) To review and approve the Social Media policy
- p) To review and approve the Media policy
- q) To review and approve the Zero Tolerance policy