

# 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 12<sup>th</sup> June 2023 at 7pm**, at Messingham Community Hub, Wendover Road, for the purpose of transacting the following business.

Tracey Black  
Clerk to the Parish Council

7<sup>th</sup> June 2023

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

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### AGENDA

1. **Apologies for absence** To receive apologies for absence.
2. **Co-option of Councillor** – to consider application/s for co-option on to the Council to fill the vacant post.
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 the minutes of the Annual Parish Council meeting held on Monday 15<sup>th</sup> May 2023.
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/2023/425 – S Sheardown, Lewelyn, 101 High Street – replacement roof and alterations to elevations.
    - ii) PA/2023/334 – J Tolley, Car Boot Sale Site, Slate House Farm, between Holme and Messingham – change of use of land as a market on Saturdays, Sundays and Bank Holidays.
    - iii) PA/2023/1041 – D Metheringham, Hunters Lodge, Kirton Road – to erect single storey extension to front of property.
  - b) **To receive applications for the variance of a premises licence.**
    - i) S Jackson, The Pink Pig, Holme Lane, Holme – amendments to the existing licence to add the following areas;
      - Events Field, Events Barn and Wedding Barn.
      - To add the Exhibition of films, Monday to Sunday 10:00hrs to 22:00hrs Outdoor Cinema or Occasional viewings in the Wedding Barn.
  - c) **To receive decisions made by NLC**
    - i) PA/2023/92 – R Fox, 6 High Street – to erect a two-storey rear extension – Granted.

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) **Horses on Kealhome Open Space** – Min.246v – to consider options to prevent access.
10. **Community Hub – To receive any updates**
  - a) **Scale of Charges** – to review Scale of Charges for hire of the Community Hub.
  - b) **First Aid** – to resolve the procedure for administration of First Aid.
11. **Horticultural Show**
  - a) To approve proposals of working group meeting held on Monday 5<sup>th</sup> June 2023.
12. **Leisure & Recreation items**
13. **Ridge Ward Councillor report** - To receive a report from Ridge Ward Councillors on NLC activities.
14. **Police matters / Neighbourhood Action Team (NAT) / Office of Police & Crime Commissioner (OPCC) reports**
15. **Councillor reports** - To receive reports from Councillors / Clerk on meetings attended representing Parish Council.
16. **Correspondence for discussion/decision**
  - a) **ERNLLCA Annual Conference & AGM** – Friday 15<sup>th</sup> September 2023 – to consider;
    - Attendance at the Annual Conference - £95 + VAT / attendee.
    - Any motions for consideration at the AGM.
17. **Correspondence for information**
  - a) To note correspondence received for information. *See Appendix D*
  - b) To note any correspondence received after the agenda was posted.
18. **Village complaints/compliments** - To receive and consider any Village complaints and compliments.
19. **Date/Time/Venue of Next Meeting**
  - a) To remind the date and time agreed of the Allotment Advisory Committee meeting on Monday 19 June 2023 7pm.
  - b) To confirm the date and time of the next Full Parish Council meeting on Monday 10<sup>th</sup> July 2023 at 7pm.  
Meetings to be held in the Community Hub, Messingham.
20. **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.**
21. **Vacant Small Holding plots – Min 30 – to receive update from Whitaker Land Agency.**

**Clerk's Report – Appendix A**

Min 15b) – Vacant advertisement boards on roundabout on Wendover Road – receive update from NLC planning.

Min 15c) – Devolution of bus shelter and sign cleaning – receive response from meeting on 31/5/23.

Min 15d) – MJFC – Steel pegs – to receive response from MJFC

Min 17i/Min 31 – Holme Meadow height barrier & gate damage – Insurance claim received less £125 excess. Work complete.

Min 27h) – Brigg Road – derelict property – to receive update from NLC planning enforcement.

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

Ref	Date	Payee	Details	Vat	Total	Method
40	30/5/23	British Gas	Electric – Holme Meadow Recreation field	3.14	65.95	dd
41	12/6/23	Three.co.uk	Clerk mobile	0	6.28	Dd
42	13/6/23	British Gas	Electric- MUGA	0.74	15.64	Dd
43	14/6/23	nPower	Electric – Community Hub	2.64	55.34	online
44	14/6/23	Gainsborough Pest & Environ.	Mole control contract	0	80.00	online
45	14/6/23	No Worries Cleaning Services	Contract Cleaning – Community Hub	38.00	228.00	online
46	14/6/23	Sissons Gardening Services	Gardening contract	0	474.44	online
47	14/6/23	N Drinkall	Handyman services	0	728.50	online
48	14/6/23	Quibell Fabrications Ltd	Repair damage to height barrier / gate / fencing at Holme Meadow Recreation field	399.00	2394.00	online
49	14/6/23	LA Slingsby	Contract grass cutting – March/April	0	878.90	Online
50	14/6/23	LA Slingsby	Contract verge cutting – March/April	0	987.80	online
51	14/6/23	LA Slingsby	Contract grass cutting - May	0	1335.40	Online
52	14/6/23	LA Slingsby	Contract verge cutting – May	0	1481.70	Online
53	14/6/23	Messingham Primary School	Donation – Wembley transport	0	100.00	cheque
54	14/6/23	Information Commissioners Office (ICO)	Data protection renewal fee	0	35.00	Dd
55	14/6/23	TP Black – Clerk Reimbursements	First Aid at Work poster	2.28	13.67	Online
56			2no. padlock height barrier Holme Meadow	4.11	24.66	
57			1 no. padlock – MUGA	1.25	7.50	Online
58	16/6/23	British Gas	Electric – War Memorial	0.89	18.69	Dd
59	14/6/23	Salaries & wages	See separate schedule	0	1453.05	online
60	30/6/23					

**Monies Received – Appendix C**

Ref.	Date	Received from	Details	Amount	Method
12	May	Various	Allotment annual rent collection	94.00	online
13	23/5/23	HMRC	VAT 1 April 2022 – 31 March 2023	5428.52	online
14	25/5/23	AVIVA	Insurance Claim-Height barrier/gate damage – Holme Meadow recreation field	1775.00	online
15	30/5/23	SDPOC	Annual rent	1.00	cheque
16	30/5/23	SDPOC	Holme Meadow Hire	200.00	cheque
17	31/5/23	MJFC	Community Hub Hire	5.00	online
18	31/5/23	MJFC	Summer Tournament	100.00	Online
19	2/6/23	Craft Club	Community Hub use – 10 weeks	64.00	cash

**Correspondence for information – Appendix D**

NLC – Forthcoming meetings

ERNLLCA – newsletter, circulated on receipt.

NLC – outbreak of Avian Influenza.

Quickline Communications – details of investment for communities