

Minutes of **Messingham Parish Council** meeting held on **Monday 12<sup>th</sup> June 2023** at 7pm in Messingham Community Hub, Wendover Road, Messingham.

**Present:** Councillors N Poole (Chair), J Briggs, W Elsome, J England, J Fenwick, T Foster, J Oatridge, C Scott, S Shaw, P Skelton, P Wright.

**In Attendance:** Tracey Black, Parish Clerk  
3 members of the public were present.

**The Chairman opened the meeting at 7pm**

**32. Apologies of Absence:** Received from Councillors A Clark, J McKellarMain, A Tasker.

**33. Co-option of Councillor–to consider applications for co-option on to the Council to fill the vacant post.**

The Clerk reported that two applications had been received and circulated to all members prior to the meeting.

**Resolved:** Candidate Sally-Ann Cowley received a majority vote and the Chairman declared that she be duly elected. The Declaration of Acceptance to be signed at or prior to the next meeting and notification of Register of Interests to be submitted to NLC within 28 days of election. Clerk to notify the successful applicant and thank the unsuccessful applicant.

*Cllr J England & Cllr T Foster arrived at the meeting.*

**34. Declarations of Interest**

Cllr P Skelton – Agenda item in Clerks report & monies received – Declared a prejudicial interest as the Treasurer of MJFC.

**35. Public Forum**

*The Council voted to suspend the meeting to allow the public to speak.*

Mrs J Smith addressed the members present regarding;

1. Increased Highway safety concerns when emerging from a blind exit on Westfield Drive due to speeding vehicles on Butterwick Road and often on the wrong side of the road due to parked vehicles. Mrs Smith had attended a Parish Council meeting in 2022 to raise the same concerns.

The Chairman commented that there is also an increased risk when emerging from West View and Gooseacre due to an increase of speeding vehicles. The Chair reported that a request had been submitted to NLC in July 2022 for a review to extend the speed limit from Catchwater crossroads. The Chair read out the results of the recent speed monitoring report carried out by NLC on Butterwick Road. Based on the results the location would not qualify for enforcement. The Chair reported that a grant for speed monitoring equipment had recently been submitted to NLC and awaiting the outcome.

2. A visible bat population in the outbuildings at Whaplate Farm, West View. To advise the members in the situation that a planning application be submitted in this recently cleared area.

*The meeting reconvened.*

*All three members of the public left the meeting at 19:16.*

**36. Minutes of the previous meeting**

**a) To resolve to approve the minutes of the Annual Parish Council meeting held on Monday 15 May 2023.**

**Resolved:** to approve the minutes to be signed by the Chairman.

Signature

Date

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

The Clerk reported that the NLC planning officer had reiterated that despite expiration of the 5 year consent the boards can continue until NLC take discontinuation action and that it is unlikely the Local Authority would take action against itself. Advised to refer to the Ward Councillor if the Parish Council wishes to take the matter further.

**Resolved:** Cllr Poole would speak with NLC Highways as the Ward Councillor.

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

The Clerk reported that a meeting had been held on 31 May 2023. Three residents had attended with favourable comments.

**Resolved:** to place a further article in the Parish magazine detailing specific areas of work to determine if any response.

*Cllr P Skelton left the meeting room prior to the following item.*

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

MJFC reported that although a response had not been given directly, MJFC had been investigating the use of any pegs with the football coaches and had subsequently asked the Clerk for the location they had been found on the field. The club is in the process of a rolling programme to replace all goals with portable goals which do not require steel pegs. All steel pegs have been removed from site and if pegs are required, only yellow plastic pegs will be used.

The clerk reported that following the tournament the grass cutter discovered 4 lighter weight metal pegs, some fastenings and a yellow peg. MJFC confirmed that the metal pegs were not the property of MJFC and may be from a gazebo etc. at the tournament and although the field had been inspected twice had not been found.

**Resolved:** to thank MJFC for the response and actions being taken but remind of their responsibility of inspecting the field following any event organised by them.

*Cllr P Skelton returned to the meeting room.*

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

The repairs had been completed by Quibell Fabrications Ltd and the Insurance claim had been received less the excess of £125. An additional cost had been incurred of £95 + VAT to make the barrier safe until the repairs could be carried out as the barrier could not be fastened securely to the post in its damaged condition. Agreed to assist the Solicitors appointed by the Insurers, to investigate recovery of the Insurers outlay from the Third Party.

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

NLC planning enforcement officer had advised that discussions are ongoing with the owners/agents, NLC Conservation Officer and Historic England. The officer would raise the concerns of the current safety and security of the site with the owners albeit not a planning breach in itself.

**38. Planning****a) To resolve the planning applications**

- i) PA/2023/425 – S Sheardown, Lewelyn, 101 High Street – replacement roof and alterations to elevations.

**Resolved:** No Objections.

Signature

Date

- 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.

**Resolved:** Object to application and request that a traffic management plan is put in place to mitigate any traffic impact on Holme Lane.

- iii) PA/2023/1041 – D Metherringham, Hunters Lodge, Kirton Road–to erect single storey extension to front of property.

**Resolved:** No Objections.

**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.

**Resolved:** No Objections.

**c) To receive decisions made by NLC**

- i) PA/2023/92 – R Fox, 6 High Street – to erect a two-storey rear extension – Granted.

**39. Finance**

**a) Payments - To approve the payments**

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	First Aid at Work poster	2.28	13.67	Online
56		Reimbursements	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					

**Resolved:** to approve the above listed payments.

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

Signature

Date

*Cllr P Skelton left the meeting room prior to the following item.*

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

*Cllr P Skelton returned to the meeting room.*

#### 40. General Items of Business

##### a) **Horses on Kealhome Open Space – Min.246v – to consider options to prevent access.**

**Resolved:** To investigate and cost a solution to prevent access of horses from the Kealholme Road access point in the first instance. Clerk to report to the next meeting.

#### 41. Community Hub – to receive updates

##### a) **Scale of Charges – to review Scale of Charges for hire of the Community Hub.**

**Resolved:** to amend the Committee meeting hire charge for 'Messingham non-profit & Community Groups' to £5 / meeting (all days). All other charges to remain the same.

##### b) **First Aid – to resolve the procedure for administration of First Aid.**

The Clerk reported that she had investigated the procedure for administration of First Aid at the Hub following it being raised by a new volunteer. ERNLLCA had pointed in the direction of Health & Safety Executive (HSE) and to liaise with Insurers. The Insurers advised that neither they or the brokers have requirements and to refer to HSE guidelines and checklists.

HSE Regulations require employers to provide adequate and appropriate first aid equipment, facilities and personnel to ensure employees, including volunteers, receive immediate attention if they are injured or taken ill at work. There is no legal duty to provide First Aid to non-employees ie. members of the public, but recommend an assessment and provision.

HSE First Aid at Work guidelines and assessment identifies that the Hub requires minimum provision consisting of an appointed person to take charge of First Aid arrangements; a clearly identified and suitably stocked First Aid box; provide employees / volunteers with First Aid arrangements. No requirement to provide a qualified first aider. The role of appointed person is to take charge of first aid arrangements – to call Emergency services when required, give reassurance, make reports and monitor equipment. Under Health & Safety Law accidents are to be monitored.

The Clerk reported that there is a First Aid kit and this is checked on weekly inspection. A HSE poster has been visibly location in the kitchen area. There is an Accident report book in the Hub. The Hub volunteers are advised of the location of these at their induction training.

**Resolved:** to ask all the Community Hub volunteers if willing to be an appointed person, this will ensure that there is one in attendance at all times.

Signature

Date

**42. Horticultural Show**

a) To approve proposals of working group meeting held on Monday 5<sup>th</sup> June 2023.

The Clerk reported the working group meeting had been attended by Cllr. Poole; Cllr McKellar Main; Cllr Scott; Cllr Foster; Angela Foster and the Clerk.

The group proposed:

- Set up times to change to 09:30 – 11:00.
- Competition Entry fees / prize money / admission to Show to remain as 2022
- All classes to remain as 2022
- Proceeds from auction of produce to Lindsey Lodge Hospice
- Messingham supporters group of Lindsey Lodge Hospice to be asked if they wish to provide refreshments.

The Clerk reported that judges had now been confirmed; posters and schedules would go out in the next few weeks.

Messingham Primary School have responded that they would like to be involved in the classes, but would require the category as soon as possible due to the Show being in the Summer holidays.

**Resolved:** Section 7 - Children's Classes. A piece of work entitled 'Coronation' any medium.

**43. Leisure & Recreation items - no reports.**

**44. Messingham Ward Councillor report – To receive a report from Messingham Ward Councillor on NLC activities.**

- 'No swimming in open water' campaign, to avert tragedies in warm weather.
- Inter Town mowing – presently on 5 week cycle across authority. Considering alternatives at local level.
- Public transport – to streamline and improve awareness of Call Connect service.

**45. Police Matters/Neighbourhood Team (NAT)/Office of Police & Crime Commissioner (OPCC)**

No reports. The next NAT meeting will be held on 14/6/2023 at the Community Hub – Agreed no charge as benefit of the community.

**46. Councillor / Clerk Reports on meetings attended - No reports.**

**47. 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.

**Resolved:** no attendance at the Conference at the present time but consideration can be given at future meetings. No motions to be submitted for the ERNLLCA AGM.

**48. a) Correspondence for Information**

i) NLC – Forthcoming meetings – placed on notice boards.

ii) ERNLLCA – newsletter, circulated on receipt.

iii) NLC – outbreak of Avian Influenza in East Butterwick & Bottesford – noted.

iv) Quickline Communications – details of free connection for Village Halls and Community buildings; Community project fund - investment for communities. It was noted that a meeting had been arranged between Quickline, Messingham Village Hall and Holy Trinity Church.

**b) To note any correspondence received after the agenda was posted**

i) NLC proposal to amend the speed limit on Holme Lane – extension to the 30 mph to passed the car park at the recreation field – **Resolved:** to support the proposal.

Signature

Date

- ii) The Iron Foundation, Glanford Park – request to use Holme Meadow recreation field every Thursday during school summer holidays 10am – 3pm for soccer camp. Will mark pitches with own cones and require toilet access.

**Resolved:** to hire in principle subject to MJFC not carrying out any remedial work to pitches / goal mouths during this time and submission of a completed application form that meets hiring criteria.

**49. Village Complaints/Compliments**

- i) Bedding plants – the poorer quality of bedding plants compared to Scawby was questioned. It was noted that Scawby spend more on planting. It was raised that the summer bedding had been planted last week and were struggling to survive due to the hot weather.

**Resolved:** to purchase a new hose and ask the handyman to water at the War Memorial and outside the Community Hub, as and when required between the scheduled watering by the garden contractor.

- ii) Eastfield Road / Chestnut Drive / Fairfield Drive – Potholes / grass in gutters.

**Resolved:** Clerk to report to NLC.

- iii) Traffic lights Catchwater crossroads – road surface damage. **Resolved:** Clerk to report to NLC.

- iv) Park Street – vehicles blocking access for emergency services. It was noted that this had been reported many times in the past and consultations had taken place, but little NLC can do. There are parking restrictions outside the Crown public house but these are often ignored.

- v) East Green – split sycamore tree with concerns of its safety. **Resolved:** Clerk to report to NLC.

- vi) Ashberry Drive – dead tree requires removal. **Resolved:** Clerk to report to NLC.

**50. 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** – Previously agreed at meeting on Monday 15<sup>th</sup> May 2023. It was questioned of the necessity to hold a meeting in June 2023.

**Resolved:** Cllr C Scott to inspect the allotments and report to the Clerk if there was a need for the meeting.

- b) **To confirm the date and time of the next Full Parish Council meeting on Monday 10 July 2023 at 7pm.**

**Resolved:** to hold next full Parish Council meeting on Monday 10<sup>th</sup> July 2023 at 7pm.

Meetings to be held in the Community Hub, Messingham.

51. **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.**

52. **Vacant Small Holding plots – Min 30 – to receive update from Whitaker Land Agency.**

The Clerk reported that Whitaker Land Agency is awaiting confirmation from a potential tenant, although due to the time in the Agricultural year the tenancy may not commence until September.

This concluded the business of the meeting. Meeting closed at 20:40.