

MESSINGHAM PARISH COUNCIL

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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 14th August 2023 at 7pm**, at Messingham Community Hub, Wendover Road, for the purpose of transacting the following business.

Tracey Black
Clerk to the Parish Council

9th August 2023

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

AGENDA

1. **Apologies for absence** To receive apologies for absence.
2. **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.
3. **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.
4. **Minutes of previous meetings**
 - a) To resolve to approve the minutes of the Parish Council meeting held on Monday 10th July 2023.
5. **Clerks report**

To receive an update from the Clerk on items from the minutes not shown separately on this agenda (Appendix A)
6. **Planning**
 - a) **To receive planning applications from NLC and resolve a response**
 - i) PA/2023/1208 – M Smith, Land south of Butterwick Road – outline permission to erect dwelling with all matters reserved for subsequent consideration.
 - ii) PA/2023/1229 – P Jackson, land off Scotter Road – outline permission for up to 20 dwellings with all matters reserved for subsequent consideration, re-submission of PA/2021/1330.
 - iii) PA/2023/1143 – S Allen, 49 High Street – permission for change of use of a unisex hairdressers to a beauty salon with one sunbed and a treatment room.
 - b) **To receive decisions made by NLC**
 - i) PA/2023/425 – S Jackson, 101 High Street - replace roof to create roofspace and alterations to elevations – Granted.
 - ii) PA/2023/1041 – D Metherringham, Hunters Lodge, Kirton Road – single storey extension at front property– Granted.
 - iii) PA/2023/2027 – C Haley, Low Hill Farm – change of use of vacant land to dog walking site – Granted.

7. **Finance**
 - a) **Insurance** – to consider quotations for Insurance cover for 3 year term.
 - b) **Payments** – to review and approve monthly payments. *See Appendix B*
 - c) **Receipts** – to note receipt of income. *See Appendix C*
 - d) **Prizes for Best Kept Front Garden and Allotment Competitions** – to approve value of prizes.
 - e) **PKF Littlejohn LLP Accountants** – to receive the external audit report for 2022-23.
 - f) **Savings Account** – to consider opening a new savings account.

8. **General items of business**
 - a) **Horses on Kealhome Open Space** – Min.60 – to consider options and quotations to prevent access of horses.
 - b) **Speed Indicator Display** – Min 59e) – to receive response from NLC regarding location and cost to adopt posts.
 - c) **D-Day80 on 6 June 2024 – min 67iv)** – to consider any commemorations.

9. **Community Hub** – To receive any updates.
 - a) **NLC Service Level Agreement for provision of Library services annual review** – to receive report of meeting.

10. **Leisure & Recreation items**
 - a) **Gate between playing field and Churchyard** – Min 64 – to receive update.
 - b) **Kids Charity Football Camp** – Tuesday 15 August 2023 - request to hire – to receive delegated power decision.
 - c) **Holme Meadow Hire** – to review Terms & Conditions.

11. **Horticultural Show – Saturday 2nd September 2023**
 - a) To receive update and agree volunteers / set up times for the Horticultural Show.

12. **Messingham Ward Councillor report** - To receive a report from Messingham Ward Councillor 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) **P Green – resident** – query regarding any plans to improve / update the Childrens Play Area.
 - b) **Revd. G Massey** – retirement from participation in formal Remembrance Sunday commemorations.
 - c) **J Cooper – resident** – Complaint regarding poor condition of path on Park View; overgrown trees and weeds on roads and paths; overhanging trees on path from Park View to West View.
 - d) **CPRE – Best Kept Village Competition results** – to receive the results.

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 the date and time of the next Full Parish Council meeting on Monday 11th September 2023 at 7pm. Meeting to be held in the Community Hub, Messingham.

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 62a – Children's play area - wet pour infill of safety tiles update.

Accounts - To be passed for Payment – Appendix B

| Ref | Date | Payee | Details | Vat | Total | Method |
|-----|---------|---|--|-------|---------|--------|
| 88 | 24/7/23 | British Gas | Electric – Holme Meadow Recreation field | 1.79 | 37.61 | dd |
| 89 | 8/8/23 | HMRC | Quarterly PAYE/NI | 0 | 1229.67 | online |
| 90 | 11/8/23 | Three.co.uk | Clerk mobile | 0 | 6.28 | Dd |
| 91 | 11/8/23 | British Gas | Electric- MUGA | 0.74 | 15.64 | Dd |
| 92 | 16/8/23 | British Gas | Electric – War Memorial | 0.71 | 15.01 | Dd |
| 93 | 16/8/23 | Wave | Water – War Memorial | 0 | 12.18 | online |
| 94 | 16/8/23 | Wave | Water – Community Hub | 0 | 15.79 | online |
| 95 | 16/8/23 | nPower | Electric – Community Hub | 1.87 | 39.18 | online |
| 96 | 16/8/23 | Corona Energy | Gas – Community Hub | 1.68 | 35.19 | online |
| 97 | 16/8/23 | Gainsborough Pest & Environ. | Mole control contract | 0 | 80.00 | online |
| 98 | 16/8/23 | No Worries Cleaning Services | Contract Cleaning – Community Hub | 30.40 | 182.40 | online |
| 99 | 16/8/23 | Sissons Gardening Services | Gardening contract | 0 | 526.44 | online |
| 100 | 16/8/23 | N Drinkall | Handyman services | 0 | 258.50 | online |
| 101 | 16/8/23 | LA Slingsby | Village Contract grass cutting – July | 0 | 955.90 | Online |
| 102 | 16/8/23 | LA Slingsby | Verge Contract grass cutting - July | 0 | 987.80 | Online |
| 103 | 16/8/23 | Mill View Fencing & Countryside Maintenance | Messingham/Holme - PROW's grass cutting | 0 | 908.40 | online |
| 104 | | | East Butterwick - PROW's grass cutting | 0 | 194.40 | |
| 105 | | | Manton - PROW's grass cutting | 0 | 314.40 | |
| 106 | | | East Butterwick – Verge cutting | 0 | 255.00 | |
| 107 | 16/8/23 | PKF Littlejohn LLP | External Auditor | 84.00 | 504.00 | Online |
| 108 | 16/8/23 | Kyanite Consulting Ltd | Annual maintenance and hosting | 26.41 | 158.44 | Online |
| 109 | 16/8/23 | TP Black – Clerk-reimburse | The Range-4x soap – Community Hub | 1.17 | 7.03 | Online |
| 110 | 16/8/23 | See Agenda item 7a | Annual Insurance Premium | 0 | | Online |
| 111 | 16/8/23 | Salaries & wages | See separate schedule | 0 | 1453.05 | online |
| 112 | 31/8/23 | | | | | |
| 113 | 17/8/23 | Wave | Wayer – Holme Meadow Recreation Field | 0 | 29.03 | Dd |
| 114 | 17/8/23 | Wave | Water – Allotments | 0 | 86.03 | dd |
| 115 | 17/8/23 | Wave | Water – Allotments | 0 | 116.99 | dd |
| 116 | 22/8/23 | British Gas | Electric – Holme Meadow Recreation Field | 0.72 | 15.25 | Dd |

Monies Received – Appendix C

| Ref. | Date | Received from | Details | Amount | Method |
|------|---------|---------------|---------------------------------------|----------|--------|
| 24 | 2/7/23 | SDPOC | Holme Meadow Hire | 100.00 | cheque |
| 25 | 6/7/23 | British Gas | EBRS discount – final bill adjustment | 0.40 | online |
| 26 | 21/7/23 | D Mettam | Allotment 11A – deposit/rent/expenses | 59.00 | online |
| 27 | 25/7/23 | NLC | Precept – 2 nd payment 50% | 35500.00 | online |

Correspondence for information – Appendix D

NLC – Forthcoming meetings

ERNLLCA – newsletter, circulated on receipt.

Kirton Lindsey Town Council – Civic Service 24 September 2023 at 3pm St Andrews Church

Virgin Money – wef 19 September 2023 facility to deposit cash at the Post Office withdrawn.