

Minutes of **Messingham Parish Council** meeting held on **Monday 12<sup>th</sup> February 2024** at 7pm in Messingham Community Hub, Wendover Road, Messingham.

**Present:** Councillors J McKellar Main (Chair), J Briggs, A Clark, SA Cowley, W Elsome, J Fenwick, J Oatridge, C Scott, S Shaw, P Skelton, A Tasker.

**In Attendance:** Tracey Black, Parish Clerk

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

**197. Apologies of Absence:** Councillors N Poole, P Wright.

**198. Declarations of Interest**

Cllr P Skelton – Messingham Junior Football Club, Holme Meadow Hire request – declared a Personal & Prejudicial interest as elected officer.

**199. Public Forum** - No public were present.

**200. Minutes of the previous meeting**

**a) To resolve to approve the minutes of the Full Parish Council meeting on Monday 8<sup>th</sup> January 2024.**

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

**201. Clerks update**

i) Min. 186c) – Debit card – the Clerk reported that the debit card had been received and agreement signed.

ii) Min. 186d) – NLC In Bloom Sustainable Planting grant – the Clerk reported that an application had been submitted for £300 for rose trees and mixed perennial plants.

iii) Min. 194iii) – Traffic issues High Street;

• **Junction Todds Court**

NLC Highways had asked the Parish Council for suggestions how far any restrictions would need to extend. The Clerk also reported a near miss by resident exiting Walkers Court due to parked vehicles close to the junction with High Street - see minute 211a).

**Resolved:** to request NLC for double yellow lines on both sides of the junction entrance of both Todds Court and Walkers Court.

Ask for enforcement to be considered during peak times of Friday early evening and Saturday lunchtime. Ask for NLC to ensure all yellow lines in Messingham are of an enforceable standard.

• **Accessing Fuel Station**

NLC Highways had reported being limited in what they can do re. vehicles waiting to turn onto the forecourt and no powers to stop vehicles waiting to complete manoeuvre. Cannot make business implement a one way system on own land.

The Chair reported that the owner had been in contact with NLC for advice but struggled for feedback.

**Resolved:** to encourage NLC to liaise with the owner and also investigate extending the yellow lines on Butterwick Road.

iv) Min. 194 v) – Path from Park Street to West View – to determine ownership.

Clerk reported that a site visit with NLC Highways had to be cancelled and in the process of rearranging.

v) Min. 194 vi) – Cycle course at Allotments – The Clerk reported the area had been levelled by the tenant.

**202. Planning**

**a) To resolve the planning applications**

i) PA/2024/35 - Severn Trent Water Ltd., land north of sewage works – application under the Overhead lines (Exemption) (England & Wales) Regulations 2009 to relocate existing pole to make for proposed access road.

**Resolved:** No Objection.

Signature

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- ii) PA/2024/56 – L White, North Moor Road – permission for use of land for commercial fishing and erection of associated single-storey brick built messroom/storeroom.

**Resolved:** No Objection subject to consideration by NLC of the following conditions;

- the proposed brick building must be used only for the purpose requested and must not be used or sold independent of the fishing business.
- permission be granted on a temporary basis with a fixed time period to expire earlier if the fishing business ceases to operate.

- iii) PA/2024/69 – S Davidovs, Hawthorn Cottage, Butterwick Road – to erect two-storey extension, garage and alterations.

**Resolved:** No Objection.

- iv) PA/2024/79 – K Smith, Nursery, Butterwick Road – to change the use of a paddock to a children’s eco nursery, including the erection of an office, teaching lodge and polytunnel and other associated alterations.

**Resolved:** No Objection but request that consideration be given to the impact on neighbouring residents and due regard to highway safety issues.

- v) PA/2024/118 – P Sembianti, Kieradan Park, North Moor Road-to erect replacement internally illuminated totum sign.

**Resolved:** No Objection.

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

- i) PA/2023/1510 – Mr & Mrs K Mason, 6 East Green -to erect a first-floor extension – Granted.
- ii) PA/2023/1808 – B Shuttler, 28 Church Street – to erect new boundary wall and gate, inc. removal of existing hedge, boundary wall and gate – Granted.
- iii) PA/2023/1825 – Messingham Village Hall, Orchard Close – to erect single-storey extension – Granted.
- iv) PA/2023/1633 – L White, Butterwick Road – application for a Lawful Development Certificate for an existing pond as a commercial asset and a brick built messroom – Refused.
- v) PA/2023/1756 – Cyden Homes, land between 57-71 Brigg Road – to vary cond. 1 of PA/2022/2136 to amend house types from plot 6 (how house/sale facility) and plots 70 & 71 – Granted.

**c) To note withdrawn applications**

- i) PA/2023/750 – G Blair, Charnwood Developments Ltd, 34 Church Street – to erect a detached dwelling with new access to existing bungalow (including demolition of existing timber garage) – Withdrawn.
- ii) PA/2023/816 – R Harris, Gym, 7 Well Street – to vary cond. 4 of PA/2020/1940 to allow six users at any given time – Withdrawn.
- iii) PA/2023/1143 – S Allen, 49 High Street – change of use of a unisex hairdressers to a beauty salon with one sunbed and a treatment room – Withdrawn.

**Resolved:** to seek clarification from NLC planning on this application as it appears this business is currently operating.

**203. Finance**

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

Ref	Date	Payee	Details	Vat	Total	Method
222	18/1/24	British Gas	Electric – War Memorial	1.49	31.31	Dd
223	18/1/24	British Gas	Electric – MUGA	3.19	67.17	dd
224	23/1/24	British Gas	Electric – Holme Meadow recreation field	0.74	15.64	dd
225	26/1/24	Edf energy	Gas – Community Hub	6.12	128.49	dd
226	29/1/23	Wave	Water – War Memorial	0	29.98	online
227	12/2/24	British Gas	Electric – MUGA	2.49	52.43	dd

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228	12/2/24	Three.co.uk	Clerk mobile	1.05	6.28	Dd
229	14/2/24	nPower	Electric – Community Hub	4.25	89.34	online
230	14/2/24	Gainsborough Pest & Environ.	Mole control contract	0	80.00	online
231	14/2/24	No Worries Cleaning Services	Contract Cleaning – Community Hub	38.00	228.00	online
232	14/2/24	Sissons Gardening Services	Gardening contract	0	474.44	online
233	14/2/24	N Drinkall	Handyman services	0	384.50	online
234	14/2/24	Bowness Electrical Ltd	War Memorial – replace consumer unit	33.00	198.00	online
235	14/2/24	Wave	Water – Community Hub	0	13.19	online
236	14/2/24	Scunthorpe Signs	5 no. - 5 mph signs Holme Meadow Rec. field	24.00	144.00	online
237	14/2/24	Scunthorpe Signs	1 no. Deep water sign-Holme Meadow field	6.00	36.00	online
238	14/2/24	Chubb Fire & Security Ltd	Fire alarm maintenance	48.95	293.68	online
239	14/2/24	Chubb Fire & Security Ltd	Emergency lighting system maintenance	30.13	180.80	online
240	14/2/24	Chubb Fire & Security Ltd	Intruder alarm-Annual monitoring & maint.	63.06	378.32	online
241	14/2/24	T Black – reimbursement	Engraving-3 no. Best Christmas Display Shields	0	18.00	online
242			Cable ties for 5mph signs	1.13	6.79	
243	14/2/24	Salaries & wages	See separate schedule	0	1580.70	online
245	29/2/24				*	
244	19/2/24	British Gas	Electric – War Memorial	1.29	27.09	dd

\* The Clerk reported that the Clerk salary includes an adjustment of £11.31 due to a change in Employee NI from 12% to 10% wef 6/1/2024. HMRC PAYE tools had not been updated when the January salary was calculated.

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

**b) Transfers – to review and approve monthly transfers between accounts**

Ref.	Date	Account from	Account to	Amount	Method
T1	16/1/24	Virgin current account	Charity Bank – Savings account	1000.00	online
T2	22/1/24	Virgin current account	Charity Bank – Savings account	19000.00	online

The clerk reported that only £20,000 had been transferred to the new savings account with Charity Bank to as no further receipts were due until the Precept in April 2024.

**Resolved:** to ratify the above listed transfers.

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

Ref.	Date	Received from	Details	Amount	Method
46	2/1/24	Messingham Cricket Club	Community Hub Hire	5.00	Online
47	17/1/24	Craft Club	Community Hub use – 8 weeks	38.00	cash
48	21/1/24	Community Choir	Community Hub Hire	15.00	cash

**d) Bank Reconciliation – to receive and approve the bank reconciliation as at 31 January 2024.**

The bank reconciliation as at 31 January 2024 had been circulated prior to the meeting. The Chairman was provided with the bank statements of all accounts to agree the balances.

The Clerk reported that the interest rate on Virgin Money Cash Management is presently 1.35%.

**Resolved:** to accept the bank reconciliation. Agreed to transfer money between accounts, using the Virgin Cash Management account for short-term available funds and the Charity Bank savings account for longer term balances.

Signature

Date

- e) **Budget Summary – to receive and approve the cumulative summary as at 31 January 2024 and note any variances.**

The budget summary as at 31 January 2024 had been circulated prior to the meeting. The variations were noted and no questions were raised.

**Resolved:** to accept the budget as at 31 January 2024.

- f) **NLC Service Level agreement 2024/25 – Playground Inspections & Northfield Road bin collections - to be notified of the cost of SLA and approve acceptance.**

**Resolved:** to accept the SLA contract from NLC for 2024-25 at a total cost of £1170.52 + VAT.

- g) **Dog waste bins at Northfield Road** - It was noted that the dog waste bins were overflowing and occurs more frequently.

**Resolved:** to ask the Play Area / MUGA person to monitor the bin levels.

#### 204. General Items of Business

- a) **Speed Indicator Display (SID) Min.150a) – to be advised that the electricity supply has been terminated on the posts by NLC and PC now has the authority to use. To agree the specification of the device and approve purchase.**

The Clerk reported that NLC had suggested a battery powered SID instead of solar powered to aid manoeuvrability between posts. Concerns were raised of the weight of the unit and safe working practices.

**Resolved:** Clerk to determine weight of product and request a demonstration from the supplier.

- b) **CPRE – Best Kept Village Competition 2024 – to receive details of 2024 competition and consider an entry – £35.**

**Resolved:** to submit an entry to the CPRE Best Kept Village Competition.

- c) **Coronation mugs – to consider action for remaining 32 Coronation mugs.**

ERNLLCA had advised that as VAT had been reclaimed on the purchase of the mugs, if they were to be sold or offered for a donation, the VAT would need to be refunded to HMRC and had advised the easiest option would be to give the remaining mugs away.

**Resolved:** to donate the remaining mugs for the use of the Community Hub.

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

- a) **Min 188a) – Roof insulation – To consider quotation for roof insulation at the Community Hub.**

**Resolved:** to move this item for discussion to the confidential part of the meeting, owing to quotations being discussed.

- b) **Public computer** – it was reported that there are issues with the logon of the public computer and NLC IT are investigating.

#### 206. Leisure & Recreation items

- a) **Footy4Kids-Min. 189 a) - to receive new information regarding children attending football training.**

The Clerk reported that one of the coaches had advised that the children attending the coaching are Messingham residents. Children are filtered into MJFC and Footy4Kids supply MJFC with players when MJFC are short for matches.

**Resolved:** to charge £15 / session for future use.

- b) **NLC half-yearly RoSPA inspection report of Childrens Play Area & MUGA – to receive report and consider any action.**

The inspection report indicated;

- i) shrinkage of the safety tiles and gaps around the edges of the wet pour surfaces.

Signature

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The Clerk reported that the work to carry out the infill had previously been agreed with NLC and is due to be carried out in February/March. 2 weeks' notice to be given to allow time for the Handyman to clean out the gaps.

- ii) moss on the wet pour surfaces – requiring pressure wash.

**Resolved:** due to the lack of availability of water, to ask the Handyman to apply, if suitable, a 'Spray & Leave' type moss treatment product.

- iii) Flat swing – movement on top head casting

**Resolved:** to ask the Handyman to inspect and repair if able.

- iv) MUGA fencing – loose post due to rusting at the base.

**Resolved:** to ask the Handyman to replace.

*Cllr P Skelton left the meeting prior to the following item being discussed*

- c) **Messingham Junior Football Club – to consider request to hire Holme Meadow recreation field on 18-19 May 2024 for Summer Tournament.**

**Resolved:** to allow the use of Holme Meadow Recreation field on 18-19 May 2024 to hold the Tournament.

- It was reported that Messingham Show committee have had 5/6 new volunteers come forward but presently have no-one to be responsible for Health & Safety management. MHFS is exploring all ways to provide this.

*Cllr P Skelton returned to the meeting*

- d) **Trees at Holme Meadow** – The clerk reported a site meeting had been held with the new NLC Woodland Officer. NLC presently have no suitable tree stock to replace the failed tress. NLC will attend in the growing season to mark those trees not growing, for removal and to build up a better picture, with a view of entering a tree planting scheme in Autumn. NLC requested that all new trees planted on southern boundary need to be removed as planted over gas pipeline. **Resolved:** Cllr Scott to remove these trees.
- e) **Drain jetting at Holme Meadow** – The Clerk reported that the underground drains had been jetted out. All but 2 drain ends were below water level in the dykes. The riparian owner had been asked to clean out the watercourse.

## 207. Allotments

- a) **Community Orchard – to consider a proposal to purchase a mulberry tree.**

**Resolved:** to purchase a mulberry tree from the Chairmans allowance - approx. £75.

## 208. Messingham Ward Councillor report – To receive a report on NLC activities.

Ward Councillor not in attendance.

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

No reports.

## 210. Councillor / Clerk Reports on meetings attended

Messingham Village Hall Committee;

- Solar Photovoltaic panels – application ready to submit
- D-Day 80 – 6 June 2024-afternoon tea party for 50-70 people. NLC D-Day grant application submitted.

## 211. Correspondence for Discussion/Decision

- a) Resident – Mr Walker – parked vehicles on High Street blocking vision when emerging from Walkers Court. See minute 201iii).

- b) ERNLLCA – Royal Garden party 8 May 2024 – nominations invited for Town & Parish Chairman/Mayor to be included in draw.

**Resolved:** to nominate the Chairman of Messingham Parish Council to be included in the draw.

Signature

Date

**212. a) Correspondence for Information**

- i) NLC – Forthcoming meetings – Clerk placed on notice boards.
- ii) ERNLLCA – newsletter - Clerk circulated on receipt.
- iii) Kirton Lindsey Town Council – The Mayors Civic Charity Dinner at the Town Hall – Saturday 23 March 2024 at 7pm – noted.
- iv) D-Day 80 – 6<sup>th</sup> June 2024 – letter from Bruno Peek (Pageant master) – details of timings of national events on the day – noted.

**b) To note any correspondence received after the agenda had been posted.**

- i) S Ryder – email to inform been using Holme Meadow Recreation field for coaching and to check can continue.

The clerk had replied that prior to any use, a completed booking application form would need to be submitted along with required documents, for consideration by Parish Council. Informed to refrain from using the field until such time any hire had been authorised.

**213. Village Complaints/Compliments**

- i) **High Street bin** – litter bin on the High Street has not yet been replaced.  
**Resolved:** there is a need for a post mounted litter bin near the newsagents. Clerk to chase NLC.
- ii) **NLC Brown bin collection** – delay in resuming collections after the winter break with the collection timetable being changed at short notice.  
**Resolved:** to inform NLC of disappointment that the brown bin collection was suspended at short notice and had not been publicised.
- iii) **Play equipment** – question raised of any plans to update the equipment / install trim trail.  
**Resolved:** any expenditure of this value would need to be considered at the November Precept meeting.

**214. Local Government Boundary Commission for England – Community Governance Review.****NLC Community Governance Review**

To consider and agree responses to NLC Governance Scrutiny Panel on the following points;

- i) **Whether the parish council wants to create, merge, alter or abolish the parish?**
- ii) **Does the council wish to amend the name of the parish?**
- iii) **The views of the council on the electoral arrangements for the parish ie.;**
  - the ordinary year of election
  - council size
  - the number of councillors to be elected to the council
  - parish warding – wards, boundaries, name of wards.
- iv) **Does the council wish to be grouped with another parish under a common parish council or the de-grouping of parishes?**

**Resolved:** to defer item to a stand-alone meeting to allow time for discussion. Clerk to determine with NLC the closing date for responses and arrange a meeting.

**215. Date/Time/Venue Of Next Meeting**

- a) **To confirm date and time of Allotment Advisory Committee meeting on Monday 4<sup>th</sup> March 2024 at 7pm.**  
**Resolved:** to hold the Allotment Advisory Committee meeting on Monday 4<sup>th</sup> March 2024 at 7pm.
- b) **To confirm date and time of the next Full Parish Council meeting on Monday 11<sup>th</sup> March 2024 at 7pm.**  
**Resolved:** to hold the Full Parish Council meeting on Monday 11<sup>th</sup> March 2024 at 7pm.
- c) **To agree a date and time for a Leisure & Recreation committee meeting, to review the Terms & Conditions of Hire of Holme Meadow Recreation field.**  
**Resolved:** to provisionally hold on Monday 4<sup>th</sup> March 2024. Clerk to confirm.  
Meetings to be held in the Community Hub, Messingham.

Signature

Date

216. **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.**

No public were present.

217. **Mole Contract – to consider the annual renewal quotation with effect from February 2024.**  
**Resolved:** to accept the renewal quotation from Gainsborough Pest & Environmental Services of £85/month for a 1 year contract with effect from February 2024.

218. **Cleaning contract at Community Hub – to consider acceptance of price increase notification with effect from. 1 March 2024.**  
**Resolved:** to accept the price increase to £40 + VAT / week with effect from 1 March 2024.

219. **Community Hub – Roof insulation- Min 188a To consider quotation for roof insulation.**  
**Resolved:** to accept the quotation to lay 370mm insulation in all areas where space allows and 200mm in all other areas. Maximum cost £640.

This concluded the business of the meeting. Meeting closed at 20:49.