

Minutes of **Messingham Parish Council** meeting held on **Monday 10<sup>th</sup> March 2025** at 7pm in Messingham Community Hub, Wendover Road, Messingham.

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

**In Attendance:** Tracey Black, Parish Clerk  
1 member of the public present.

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

**224. Apologies of Absence:** Cllr A Clark, J Fenwick, T Foster.

**225. Declarations of Interest**

Cllr J McKellar Main – PA/2025/222 – declared a personal interest as known to the applicant

Cllr P Wright – PA/2025/222 – declared a Personal & Prejudicial interest as known to the applicant.

Cllr J Oatridge – Receipt ref. 61 – declared a Personal & Prejudicial interest as the payee.

**226. Public Forum**

Mr I. Till addressed the members present regarding concerns of two planning applications on the land adjacent to his property.

Planning application PA/2021/1034, for approval of reserved matters for 6 four-bedroomed detached dwellings, granted on Appeal.

Planning application PA/2023/1701, for approval of reserved matters to erect 25 dwellings, recent notification received for approval from the Planning Inspectorate.

Mr Till raised concerns of the lack of measures to address long standing issues for provision of surface water and foul water disposal on both applications.

*The member of the public left the meeting at 19:46*

**227. Minutes of the previous meeting**

**a) To resolve to approve the minutes of the Parish Council meeting on Monday 10<sup>th</sup> February 2025.**

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

**228. Clerks update**

i) Min. 209i) – payment ref. 269 – NLC SID post – The Clerk reported that NLC had issued a revised invoice to correctly include VAT of £ 145.02 – noted.

ii) Min. 218i) – Verge parking on Wendover Road – to receive update from NLC. The Clerk reported this had been referred to NLC Highway Maintenance, who are currently reviewing the verge parking policy.

iii) Payment ref. 272 – Wave - Water Community Hub – £57.17 – The Clerk reported a replacement invoice had been received from Wave for £34.22 (ref. 280). Payment ref. 272 had not been paid and had been annotated accordingly in the Excel cash book.

**229. Planning**

**a) To resolve the planning applications**

i) Occasional Market Consent – J Tolley, Slate House Farm, Holme Lane – Sundays & Bank Holidays from March to October – This Application had been circulated to members for comments. The Clerk had submitted a response to NLC of No Comments.

Signature

Date

*Cllr P Wright left the meeting prior to discussion of the following item*

- ii) PA/2025/222 – Mr & Mrs V Baxter, 4 Brigg Road – to erect rear extension and detached double garage.

**Resolved:** No Objections.

*Cllr J McKellar Main took no part in the vote.*

*Cllr P Wright returned to the meeting.*

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

- i) PA/2024/1400 – L Corrigan, The Grange, Butterwick Road – to vary condition 2 of PA/2021/2134 namely to change the site layout – Granted.

- ii) PA/2024/1475 – Mr & Mrs Welch, 8 Leaburn Road – to erect extension to rear and side of dwelling – Granted.

**c) To receive Appeal decisions**

- i) PA/2021/1034 – AE & DM Swaby – land north of Thistle Downe, Scotter Road – for approval of reserved matters pursuant to outline application PA/2017/392 dated 15/6/18 for 6 four-bedroomed detached dwellings and integral garages – Appeal Allowed.

**230. Finance**

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

Ref	Date	Payee	Details	Vat	Total	Method
276	14/2/25	Harlequin Office Furniture Ltd	16 Meeting chairs	112.00	672.00	online
277	17/2/25	Wave	Water – Holme Meadow	0	23.36	dd
278	17/2/25	Wave	Water – Allotments	0	31.10	dd
279	17/2/25	Wave	Water – Allotments	0	46.56	dd
280	20/2/25	Wave	Water – Community Hub	0	34.22	dd
281	24/2/25	Edf Energy	Gas – Community Hub	5.55	116.54	dd
282	25/2/25	British Gas	Electric – Holme Meadow	0.60	12.50	dd
283	2/3/25	British Gas	Electric – War Memorial	0.90	18.84	dd
284	12/3/25	Gainsborough Pest & Environ.	Mole control contract	0	85.00	online
285	12/3/25	No Worries Commercial Cleaning	Contract Cleaning – Community Hub	32.00	192.00	online
286	12/3/25	Sissons Gardening Services	Gardening contract	0	474.44	online
287	12/3/25	N Drinkall	Handyman services	0	434.50	online
288	12/3/25	JEM Management Services	Project management services	0	262.50	online
289	12/3/25	John Martin-Hoyes Ltd	New Build - Holme Meadow	5166.32	30997.92	online
290	12/3/25	nPower	Electric – Community Hub	3.12	65.59	online
291	12/3/25	North Lincolnshire Council	PAT testing - Community Hub	8.00	48.00	Online
292	12/3/25	North Lincolnshire Council	1no. Grit Bin	50.00	300.00	Online
293	12/3/25	Office Friends	Paper / notepad x2	2.58	15.50	Online
294	14/3/25	Three.com	Clerk mobile	1.09	6.55	dd
295	12/3/25	Salaries & wages	See separate schedule	0	1615.49	online
296	31/3/25					

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

**b) Receipts – To note receipt of income.**

Ref.	Date	Received from	Details	Amount	Method
61	4/2/25	Oatridge Coaching	Community Hub Hire	65.00	online
62	5/2/25	Craft Club	Use of Community Hub – 6 weeks	20.00	Cash

Signature

Date

63	17/2/25	HMRC	VAT claim 1 Jan – 31 Jan 2025	6145.95	online
64	20/2/25	Scunthorpe & Gainsborough Water Management Board	Community Hub Hire	40.00	online
65	24/2/25	E Akester	Allotment 5A Deposit	30.00	online
66	28/2/25	NLC	Grant – newbuild Holme Meadow	4406.87	online

c) **Transfers – To note bank transfers – no transfers.**

d) **Scale of Charges – Miscellaneous – to review and approve the Scale of Charges.**

**Resolved:** to increase the postage of history books to £3 and all other charges to remain the same on the Scale of Charges – Miscellaneous.

### 231. General Items of Business

a) **CPRE – Best Kept Village Competition 2025 – to receive details of the 2025 competition and consider any entry - £35.**

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

b) **Risk Management Annual review – to review the circulated risk assessments and consider the proposed amendments and receive any further amendments for approval.**

The Clerk had circulated the following Risk Assessments prior to the meeting – General; Car Park; Community Hub; Parish Clerk / Home Office.

Proposed amendments;

- Holme Meadow Recreation field – *to include in additional controls* - Key/combination code holder to sign Declaration of Acceptance of T&C's.
- Holme Meadow Recreation field – Height barrier to deter traveller invasion *Amend to:* Height barrier to prevent unauthorised access of high sided vehicles.
- Car Park – *to include in additional controls* - Key/combination code holder to sign Declaration of Acceptance of T&C's.
- Community Hub- *to include in additional controls* - Hirers to sign Declaration of Acceptance of T&C's.
- Speed Indicator Device (SID) – *add new section* - see separate Risk Assessment.
- Community Hub Risk Assessment – *add section* 'Damage of Buildings / Damage and Theft of Contents' Entry & Exit procedures followed by Volunteers and Hirers  
Intruder Alarm installed and maintained  
Hirers to sign Declaration of Acceptance of Terms & Conditions

**Resolved:** to approve the above amendments and additions to the listed Risk Assessments.

c) **Asset Register Annual review – to review and approve any updates to the asset register.**

The Clerk had circulated the Asset Register prior to the meeting.

**Resolved:** Additions - Ref. 055 – Laptop for SID - £2,695

Ref. 056 – Chairs for Community Hub - £560

Ref. 057 – Grit Bin - £250

Deletions - None

d) **NLC – Community Grant application – VE Day & VJ Day – to be notified of grant offer of £431 being £215.50/event.**

The Clerk reported that the grants offered are for the purpose submitted on the application, being food and tableware/bunting.

i) **To resolve arrangements of each event.**

Signature

Date

**Resolved:** Clerk to contact Messingham Village Hall to determine interest to hold a VE Day event at the Village Hall on Thursday 8<sup>th</sup> May 2025, with the food & tableware contributed to the event.

**232. Community Hub – to receive updates**

- i) Library volunteer – Amanda Tasker has left as a volunteer at the library.

**Resolved:** Clerk to write to thank Amanda for her involvement.

**233. Leisure & Recreation items**

**Holme Meadow Recreation Field items;**

**a) New Build Project – Changing Facility / Toilets / Store – to receive progress report.**

Floor screed – due to the delay of the drying process of the floor screed, the builders had suggested an alternative to the glue down flooring listed in the specifications, with an uplift of £1,368.51 +VAT. The builders had agreed to delay fitting the flooring whilst work is carried out to the exterior and other interior works, and then review the moisture levels.

External render – render completed on 10/3/25.

Electrical work – switchover between old container and new build scheduled 11/12 March 2025.

External ground levels – to make good the surrounding area w/c 10/3/25.

**b) Receipts & Payments Summary for Holme Meadow – to receive year to date spend and predicted year-end figures.**

The Clerk had circulated the Receipts & Payments summary prior to the meeting, showing the figures for the previous 3 years and the estimated totals to 31/3/25. No matters were raised.

**c) Scale of Charges for Holme Meadow Recreation field – to review and agree the Scale of Charges.**

**Resolved:** to amend the charges to accommodate the new changing facilities and Village / Non-village hire.

**d) Scotter Junior Football Club – to consider potential request for hire of Holme Meadow Recreation field on Saturday 15<sup>th</sup> June to hold their annual tournament.**

**Resolved:** following discussion, and an amendment to the proposal, a vote took place. It was agreed Scotter Junior Football Club could hire Holme Meadow recreation field for their tournament, if their existing provision is temporarily unavailable, subject to meeting the Terms & Conditions of Hire. There would be a deposit charge of £100, refundable subject to the field and changing facilities being left in a satisfactory condition in accordance with the Terms & Conditions of Hire.

**234. Allotments**

*Cllr C Scott declared a Personal & Prejudicial interest and left the meeting room prior to discussion of the following item*

**a) Allotment- to resolve to accept the financial recommendations of the Allotment Advisory Committee.**

**Resolved:** to adopt the financial recommendations;

- i) tenant expenses for 2025/26 to remain the same as 2024/25 at £4.60 / quarter.
- ii) deposit payments for 2025/26 to remain the same at £30 / plot.
- iii) rent payments for 2026/27 to remain the same as 2025/26 at £7.50 / quarter.

*Cllr C Scott returned to the meeting*

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

- NLC are in possession of the two kissing gates to be installed on the path from Park Street and are to arrange installation. *(agreed min. 1815 59f).*

Signature

Date

- Greater Lincolnshire Mayoral election to be held on 1st May 2025.
- Local Authorities to consider options for the new county boundaries and submit to government.

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

NAT's meeting held on 5/3/25;

- i) Parking issues in Messingham were raised and NLC are investigating enforcement.
- ii) Parish Council request to reduce speed restrictions on Butterwick Road was raised.

**237. Councillor / Clerk Reports on meetings attended**

- i) MMPFA AGM – to be held on Wednesday 12<sup>th</sup> March 2025.
- ii) MVH – it was noted that the Parish Council had not been notified of the meeting despite requests to supply the information.

**238. Correspondence for Discussion/Decision – no correspondence.**

**239. a) Correspondence for Information**

- i) NLC – Forthcoming meetings – placed on notice board.
- ii) ERNLLCA – newsletter, circulated on receipt.
- iii) NLC – North Lincolnshire Workers Memorial Day – Monday 28<sup>th</sup> April 2025 10:30am at Connect Church, Ashby Road – noted.
- iv) NLC – Town & Parish Liaison meeting – Thursday 20<sup>th</sup> March 2025 at 7pm, Church Square House – Agenda to follow. Clerk to circulate the agenda on receipt.
- v) Police & Crime Commissioner Funding – Workshop – Grant claims process / work of OPCC and VPP - Wednesday 19 March 2025 10:30am at Wooton Village Hall. Clerk to attend to learn about the grant claim process.
- vi) Scotton Annual Village Fete – Saturday 21<sup>st</sup> June 2025 – noted.

**b) To note any correspondence received after the agenda had been posted - no correspondence**

**240. Village Complaints/Compliments**

- i) West Green – parked vehicles with engines running for 45 minutes at school drop off and pick up times.  
**Resolved:** Clerk to report the idling vehicles to NLC Environmental and make enquiries regarding a Clean Air Zone.
- ii) Catchwater crossroads – poor condition of road surface. It was noted that this had been reported to NLC on several occasions. The Chair reported that this in NLC programme of works.
- iii) Highgrove – roadside parking by customers of local businesses. It was noted that on inspection, there had not been any unlawful parking.

**241. Date/Time/Venue of Next Meeting**

- a) To confirm the date and time of the next Full Parish Council meeting on Monday 14<sup>th</sup> April 2025 at 7pm.  
**Resolved:** to hold the Full Parish Council meeting on Monday 14<sup>th</sup> April 2025 at 7pm.
- b) To agree a date, time and arrangements of the Annual Parish meeting.  
**Resolved:** to hold the Annual Parish meeting on Monday 28<sup>th</sup> April 2025. Clerk to invite the organisations that had received a grant from the precept.  
Meetings to be held in the Community Hub, Messingham.

Signature

Date

**242. Confidential Items**

**To consider the exclusion of the public and press 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 to be discussed.**

There were no public present

**243. Cleaning Contract at Community Hub – to consider acceptance of the notification price increase with effect from 1<sup>st</sup> April 2025.**

**Resolved:** to accept the new cost of £42 + VAT / week.

**244. Planning Appeal decisions.**

**PA/2021/1034 & PA/2023/1701**

**Resolved:** to determine with NLC the measures / conditions in place to ensure adequate provision to address the disposal of foul water sewerage and surface water drainage concerns.

This concluded the business of the meeting. The meeting closed at 21:01.