

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 9th June 2025 at 7pm**, at Messingham Community Hub, Wendover Road, for the purpose of transacting the following business.

Tracey Black
Clerk to the Parish Council

4th June 2025

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

AGENDA

1. Apologies for absence

- a) To receive apologies for absence.

2. Declarations of interest

- a) To receive 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

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 Annual Parish Council meeting held on Monday 12th May 2025.

5. Clerks report

To receive an update from the Clerk on items from the last meeting not shown separately on this agenda (Appendix A)

6. Planning

a) To receive planning applications from NLC and resolve a response

b) To receive decisions made by NLC

- i) PA/2024/1447 - Jackson & Lacey Developments – Whaplate Farm, West View, approval of reserved matters to PA/2023/1583 – Granted.
ii) PA/2025/379 – M Rylatt, The Old Barn, Butterwick Road – to erect a detached single-storey gymnasium – Granted.
iii) PA/2025/565 – M Staniland, 98 Brigg Road – notification for prior approval for a proposed extension – Refused.

7. Finance

- a) **Payments** – to review and approve monthly payments. *See Appendix B*
b) **Receipts** – to note receipt of income. *See Appendix C*
c) **Transfers** – to note any monthly transfers. *See Appendix D*
d) **NLC In Bloom 2025/26** – confirmation of grant offer of £270 for summer bedding plants at the War Memorial.

- e) **Asset Register** – to approve the addition of the new Changing Facility building to the Asset Register.

- 8. **General items of business**
 - a) **Environmental & Sustainability policy** – to review and approve the policy.
 - b) **Debit Card policy** – to review and approve the policy.
 - c) **Anti-Harassment & Bullying Policy** – to consider and adopt the policy.
 - d) **Disciplinary Policy** – to consider and adopt the policy.
 - e) **Grievance Policy** - to consider and adopt the policy.
 - f) **VJ Day** – Min. 16 - to agree the arrangements.

- 9. **Community Hub** – To receive any updates.
 - a) **Scale of Charges Annual Review** – to review the Scale of Charges for the hire of Messingham Community Hub.
 - b) **Library staffing** – to agree staffing cover for library sessions.

- 10. **Leisure & Recreation**
 - a) **New Build Project, Holme Meadow** – Changing Facility / Toilets / Store – to receive progress report.
 - b) **Insurance cover for new building, Holme Meadow** – to be notified of the flat roof endorsement.
 - c) **Terms & Conditions of Hire of Holme Meadow** – to consider and approve the updated Terms & Conditions of Hire.

- 11. **Horticultural Show**
 - a) To receive and approve the proposals of the working group.

- 12. **Projects**
 - a) Outdoor gym equipment & Benches – Min. 190c) – to receive update.
 - b) Play Area u8's – Min. 258 – to receive update.
 - c) Holme Meadow new track – to consider installation of a hard-core track on the east side of the field.

- 13. **Messingham Ward Councillor report** - To receive a report on activities within North Lincolnshire Council.

- 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.
 - a) MMPFA meeting – 2 July 2025 – to agree one replacement representative.

- 16. **Correspondence for discussion/decision**
 - a) **ERNLLCA – Annual Conference** – Tuesday 21 October 2025 at Lazaat Hotel, Cottingham 9:30-15:45 £80+ VAT/delegate. To consider attendance.

- 17. **Correspondence for information**
 - a) To note correspondence received for information. *See Appendix E*
 - 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 Meetings**
 - a) To confirm the date and time of the Full Parish Council meeting on Monday 14th July 2025 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. **Perimeter hedge cutting at Car Park on Village Hall site** – to receive and consider quotations
- 22. **Redundant Changing Container on Holme Meadow Recreation field** – to receive and consider quotations for removal
- 23. **Benches** – to receive options and quotations for benches and hooks in both changing room

Messingham Parish Council**AGENDA - Appendix – Monday 9th June 2025****Clerk's Report – Appendix A**

Min. 13 – M181 link road - To receive a response from the developers Keepmoat

Min. 17 – Community Hub guttering – vegetation removed

Min. 18 – Cycle rack at Community Hub – installed

Min. 24i – Bin on Brigg Road adj Fairfield Drive snicket -NLC response to monitor and evaluate requirement for replacement.

Min. 27 - War Memorial flower beds – work to remove and replace topsoil complete

Payments Schedule – Appendix B

Ref	Date	Payee	Details	Vat	Total	Method
47	19/5/25	Wave	Water – Allotments	0	40.91	Dd
18	19/5/25	Wave	Water – Allotments	0	34.48	Dd
49	19/5/25	Wave	Water – Holme Meadow	0	23.76	Dd
50	27/5/25	British Gas	Electric – Holme Meadow	10.19	213.91	dd
51	29/5/25	British Gas	Electric – War Memorial	0.59	12.38	Dd
52	4/6/25	Quattro Products Ltd	Wet pour repair kit	22.40	134.40	online
53	9/6/25	YuEnergy	Electric – Community Hub	1.90	39.94	Dd
54	11/6/25	Three.com	Clerk mobile	1.14	6.84	Dd
55	11/6/25	Gainsborough Pest & Environ.	Mole control contract	0	85.00	online
56	11/6/25	No Worries Commercial Cleaning	Contract Cleaning – Community Hub	33.60	201.60	online
57	11/6/25	Sissons Gardening Services	Gardening contract	0	494.44	online
58	11/6/25	N Drinkall	Handyman services	0	687.50	online
59	11/6/25	LA Slingsby	Contract verge cutting	0	987.80	Online
60	11/6/25	LA Slingsby	Contract Village Grass Cutting	0	1035.90	Online
61	11/6/25	JEM Management Services	Project management services	0	262.50	online
62	11/6/25	Sissons Gardening Services	To replace topsoil at War Memorial beds	0	1278.00	online
63	11/6/25	Messingham Bowls Club	Precept Grant	0	471.45	online
64	11/6/25	Kyanite Consulting Ltd.	SSL Certificate	10.67	64.00	online
65	11/6/25	Clear Councils Insurance	To add - Changing Facility building	0	278.01	Online
66	11/6/25	TP Black – Clerk reimbursement	Cycle rack – Community Hub	3.67	21.99	online
67	14/6/25	Information Commissioner Office	Data protection fee	0	47.00	Dd
68	14/6/25	Wave	Water – Community Hub	0	16.32	Dd
69	17/6/25	Edf Energy	Gas – Community Hub	0.19	3.95	Dd
70	11/6/25	Salaries & wages	See separate schedule	0	1624.22	online
71	30/6/25					

Monies Received – Appendix C

Ref.	Date	Received from	Details	Amount	Method
18	6/5/25	C Scott – Allotment 37A & 37B	Annual Allotment rent	48.40	online
19	13/5/25	NLC	Grant – Newbuild Holme Meadow	19277.51	online
20	13/5/25	NLC	Community Hub Hire – Airfryer workshop	80.00	online
21	21/5/25	HMRC	VAT claim 1 April-30 April 2025	230.77	online
22	22/5/25	Scunthorpe Pony Club	Annual rent	1.00	Online
23	22/5/25	Scunthorpe Pony Club	Holme Meadow Hire	200.00	online
24	27/5/25	K Roddis – Allotment 1	Annual Allotment rent	48.40	Online

Transfers – Appendix D

Ref.	Date	Account from	Account to	Amount	Method
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Correspondence for information – *Appendix E*

- NLC – Forthcoming meetings
- ERNLLCA – newsletter, circulated on receipt.
- ERNLLCA – AGM – Thursday 11th September 2025 7pm via Zoom
- NLC – Public path diversion and definitive map modification (Public footpath FP203 & 206) – Publication of notice