

Minutes of **Messingham Parish Council** meeting held on **Monday 9<sup>th</sup> June 2025** at 7pm in Messingham Community Hub, Wendover Road, Messingham.

**Present:** Councillors N Poole (Chair), J Briggs, W Elsome, J England, J Fenwick, T Foster (arrived 19:30), J Oatridge, S Shaw, P Skelton, A Tasker, P Wright.

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

No members of the public were present

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

**30. Apologies of Absence:** Cllrs A Clark, SA Cowley, J McKellarMain, C Scott.

**31. Declarations of Interest**

Cllr J Oatridge – Community Hub Scale of Charges review – declared a personal & Prejudicial interest as a hirer of the Community Hub.

**32. Public Forum** - no public were present.

**33. Minutes of the previous meeting**

**a) To resolve to approve the minutes of the Annual Parish Council meeting held on Monday 12<sup>th</sup> May 2025.**

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

**34. Clerks update**

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

The developers had advised, until planning is determined they are unable to confirm timescales.

ii) Min. 17 – Community Hub guttering. The Clerk reported the vegetation in the gutter had been removed.

iii) Min. 18 – Cycle rack at Community. The Clerk reported the cycle rack had been purchased and installed.

iv) Min. 24i – Bin on Brigg Road adj Fairfield Drive snicket – to receive NLC response

NLC had reported stolen/damaged/missing bins are not always automatically replaced. NLC will consider matters such as frequency of use, whether it has been frequently vandalised, bin infrastructure in close proximity, litter reports.

**Resolved:** to respond to NLC, as a result of the bin not being in position there is a capacity issue of the bin on Brigg Road/Eastfield Road and respectfully ask for the bin to be replaced.

v) Min. 27 - War Memorial flower beds.

The Clerk reported the topsoil had been replaced and the beds had been planted with summer bedding.

vi) Min. 25b – Allotment meeting.

The Clerk reported the allotment rep. had inspected and determined no necessity for a meeting in June.

**35. Planning**

**a) To resolve the planning applications** – no applications

**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.

Signature

Date

**36. Finance**

*Payment ref. 63 - Cllr N Poole declared a personal interest as member of the Bowls club.*

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

Ref	Date	Payee	Details	Vat	Total	Method
47	19/5/25	Wave	Water – Allotments	0	40.91	Dd
48	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					

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

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

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

**c) Transfers – To note bank transfers –** it was noted there were no bank transfers in May.

**d) NLC In Bloom 2025/26 – confirmation of grant offer.**

The Clerk reported NLC had offered a grant 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.**

**Resolved:** to add the Changing Facility to the Asset Register.

Signature

Date

**37. General Items of Business****a) Environmental & Sustainability policy – to review and approve the policy.**

**Resolved:** No amendments and to approve the Environmental & Sustainability policy.

**b) Debit Card policy – to review and approve the policy.**

**Resolved:** No amendments and to approve the Debit Card policy.

Min. 37c)d)e) - The Clerk reminded members, the policies are based on the NALC model documents written by WorkNest HR, recommended by ERNLLCA and circulated prior to the meeting.

**c) Anti-Harassment & Bullying Policy – to consider and adopt the policy.**

**Resolved:** to adopt the Anti-Harassment & Bullying policy.

**d) Disciplinary Policy – to consider and adopt the policy.**

**Resolved:** to adopt the Disciplinary policy.

**e) Grievance Policy - to consider and adopt the policy.**

**Resolved:** to adopt the Grievance policy.

**f) VJ Day – Min. 16 - to agree the arrangements.**

The Clerk reminded the members, NLC had offered a grant of £215.50 towards food and bunting/tableware.

**Resolved:** to invite two representatives from organisations / groups / volunteers. To hold the event from 2pm in Messingham Community Hub. Clerk to send invitations.

**38. Community Hub – to receive updates****a) Scale of Charges Annual Review – to review the Scale of Charges for the hire of Messingham Community Hub.**

**Resolved:** no changes.

**b) Library staffing – to agree staffing cover for library sessions.**

The Clerk reported receiving an email from a resident after reading the draft minutes of the May meeting, with reference to insufficient availability of volunteers to provide the library provision. A family member had offered to volunteer and experienced a year delay in NLC seeking references and no follow up. The Clerk had chased this several times with NLC, along with 3 other applications. NLC had responded they are in a better position than in 2024 and will deal with this as a matter of urgency.

**39. Leisure & Recreation items****a) New Build Project, Holme Meadow – Changing Facility / Toilets / Store – to receive progress report.**

**Render** – further cracks had appeared in the render. Investigative work by the builder/renderers had revealed 'Thermal cracking' in the block work. Likely caused by construction during wet period and differential temperatures whilst drying out the building and external wet trade ie render, with its own drying cycle. The builders confirmed the cracks do not affect the structure. The Chair and Clerk had met with the project manager. All parties had agreed to allow time for the building to settle and fully acclimatise and repairs to be carried out in Sept. 2025, along with a final coat of colour render paint to seal the surface at no cost to the Parish Council.

**Retention** – full retention of 5% being £9,221 to be held over until render repair completed, then reduce to 2.5%, with final 2.5% held until 12 months following handover.

**Handover** – took place 2/6/25.

**Tap** – a separate tap had not been requested. The builders are investigating a retro fit tap.

**Path to main door** – the concrete path requires extending to the track. **Resolved:** to seek quotation/s.

Signature

Date

**b) Insurance cover for new building, Holme Meadow – to be notified of the flat roof endorsement.**

The Clerk reported a mid-term adjustment to add the new building and remove the container of £278.01 (see payment ref. 65). The policy has a flat roof condition, to ensure the roof is inspected annually by a competent roofing contractor and any necessary remedial work carried out – Noted.

**c) Terms & Conditions of Hire of Holme Meadow recreation field – to consider and approve the updated Terms & Conditions of Hire.**

**Resolved:** following a clarification to the procedure of 'Found Property', to adopt the Conditions of Hire.

**Resolved:** to reiterate to MJFC their responsibilities to adhere to the Terms & Conditions of hire of the new building. Including the building must be left in a clean and tidy condition, any additional cleaning costs incurred by the Parish Council will be charged to the Hirer.

**Resolved:** to seek a quotation for cleaning of the new building on monthly basis from No Worries Cleaning.

**40. Horticultural Show**

**a) To receive and approve the proposals of the working group.**

The Clerk reported the working group had met on Tuesday 20<sup>th</sup> May 2025 at 17:15 and circulated the notes of the meeting.

The group proposed:

- Timings: to change the presentation of cups from 15:45 to 16:00 all other times to remain as 2024.
- Competition Entry fees / prize money / admission to Show: to remain as 2024.
- Cups: to remain the same as 2024.
- Classes: to **delete** – Ground rice tart, loaf of bread, 3 bread buns, novelty cake, jar of jelly, tapestry. To **add** – Lemon meringue pie, 3 cookies, chocolate brownies, carrot cake, jar of honey, piece of art work.
- Section 7 - Children's Classes - A piece of work entitled 'VE Day or VJ Day' any medium
- Section 4 – Flower Arrangement - A 'VJ-Day' inspired arrangement
- Auction of produce: proceeds to Lindsey Lodge Hospice as previous years.
- Refreshments: Messingham supporters' group of Lindsey Lodge Hospice to be asked if they wish to provide refreshments.
- Publicity: suggested placing a schedule in every copy of the August edition of the Village magazine. Clerk to ask the editor to seek a price from the printers.
- Free Prize draw: suggested placing a tear off slip in the Show schedule, to be handed in on the day for the chance to win a prize (to be determined), to encourage attendance and identify the catchment area.

The Clerk reported that judges had now been confirmed.

The Clerk reported the cost to print 450 copies of the schedule by the printers would be £82.

**Resolved:** to arrange for the GSB Spectrum printers to print 450 schedules and adopt the recommendations.

**41. Projects**

**a) Outdoor gym equipment & Benches – Min. 190c) – to receive update.**

**Resolved:** to purchase 3 new recycled benches @ £380 + VAT each + delivery, to be installed on Holme Meadow recreation field.

**Resolved:** The Clerk reported one quotation had been received for 8 pieces of outdoor gym equipment. Clerk to seek 2 more quotations and submit a grant application to NLC for 90% of cost.

**b) Play Area u8's – Min. 258i – to receive update.**

**Resolved:** to seek a quotation to continue the boundary fencing from Children's play area, to corner of field on Northfield Road and along the boundary on the south of the field to Holy Trinity Church.

Signature

Date

- c) **Holme Meadow new track – to consider installation of a hard-core track on the east side of the field.**  
**Resolved:** to obtain 3 quotations and submit a grant application to NLC.
42. **Messingham Ward Councillor report – To receive a report on NLC activities.**
- NLC AGM held on 15<sup>th</sup> May 2025. Ward Cllr Neil Poole voted Deputy Leader.
  - Additional equipment to be received to plane and inlay potholes.
43. **Police matters/Neighbourhood Action Team (NAT)/Office of Police & Crime Commissioner (OPCC)**
- a) Planter on village sign outside the 'Bird in the Barley' reported missing.  
**Resolved:** to plant the summer bedding in the ground underneath the sign.
44. **Councillor / Clerk Reports on meetings attended**
- a) MMPFA meeting – 2 July 2025 – to agree one replacement representative.  
It was noted that Cllr P Wright would be attending attend the meeting.  
**Resolved:** Cllr P Wright to advice the Clerk if unable to attend.
45. **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.**  
**Resolved:** Chair and Clerk to consider attendance.
46. a) **Correspondence for Information**
- i) NLC – Forthcoming meetings – placed on notice board.
  - ii) ERNLLCA – newsletter, circulated on receipt.
  - iii) ERNLLCA – AGM – Thursday 11<sup>th</sup> September 2025 7pm via Zoom
  - iv) NLC – Public path diversion and definitive map modification (Public footpath FP203 & 206) – Publication of notice – Noted.
- b) **To note any correspondence received after the agenda had been posted**
- i) Resident – J Carter – enquiry to determine actions being taken to control rabbits in the village.  
**Resolved:** Clerk to respond, the Parish Council is aware that steps are being taken by several land owners in an attempt to alleviate the issue of rabbits.
  - ii) Resident – R Miles – enquiry to determine hire of Holme Meadow recreation field for children's party.  
**Resolved:** to respond, a completed hire application form and applicable documents to be submitted prior to consideration.
47. **Village Complaints/Compliments**
- i) High Street – on-going litter outside the newsagents – to report litter to NLC when seen.
  - ii) 1 Brigg Road – concerns of unsecure signage and unsafe building and fencing.  
**Resolved:** to report to NLC.
48. **Date/Time/Venue of Next Meeting**
- a) **To confirm the date and time of the Full Parish Council meeting on Monday 14<sup>th</sup> July 2025 at 7pm.**  
**Resolved:** to confirm date and time of the Full Parish Council meeting on Monday 14 July 2025 at 7pm.  
Meeting to be held in the Community Hub, Messingham.

Signature

Date

49. **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 present.
50. **Perimeter hedge cutting at Car Park on Village Hall site – Min. 12d - to receive and consider quotations.**  
The Clerk reported 2 quotations and one pending.  
**Resolved:** when all quotations received, to accept the lowest price quotation. Clerk to inform Messingham Village Hall Committee of the cost of that part of the hedge under their responsibility for their consideration and written agreement, prior to accepting the quotation.
51. **Redundant Changing Container on Holme Meadow Recreation field – Min. 28 - to receive and consider quotations for removal.**  
The Clerk reported 3 quotations. Subsequently one of the companies had withdrawn their quotation. An offer from a resident had also been received to remove the container free of charge.  
**Resolved:** to accept the offer to remove the container free of charge to the Parish Council. This is subject to receiving in writing from the resident, confirmation the container will be used at own residence; the proposed date of collection; proof of insurance for removing the container. The container will be removed at residents own risk and accepted in the condition as seen.
52. **Benches – Min. 29 - to receive options and quotations for benches and hooks in both changing rooms on Holme Meadow recreation field.**  
The Clerk reported the price for 3 options.  
**Resolved:** to accept quotation from John Martin-Hoyes Ltd. to supply and install hooks and benches £4,559.60 + VAT.

This concluded the business of the meeting. The meeting closed at 21:07.