

Minutes of **Messingham Parish Council** meeting held on **Monday 14th July 2025** at 7pm in Messingham Community Hub, Wendover Road, Messingham.

Present: Councillors N Poole (Chair), J Briggs, A Clark, SA Cowley, W Elsome, J England, J Fenwick, J Oatridge, S Shaw, P Skelton, P Wright.

In Attendance: Tracey Black, Parish Clerk

No members of the public were present

The Chairman opened the meeting at 7pm

53. Apologies of Absence: Cllrs T Foster, J McKellar Main, A Tasker.

54. Declarations of Interest

Cllr Skelton – Messingham Junior Football Club – Holme Meadow Terms & Conditions of Hire-declared a Personal & Prejudicial as elected officer.

55. Public Forum - no public were present.

56. Minutes of the previous meeting

a) To resolve to approve the minutes of the Annual Parish Council meeting held on Monday 9th June 2025.

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

57. Clerks update

i) Min. 38b – Library volunteers (min. 38b)

The Clerk reported NLC had followed up the volunteer application and they had now commenced. Two further enquiries had also been received and forwarded to NLC for their attention.

ii) Min. 39a) – Tap for line marker & cleaning at Changing Building, Holme Meadow

Resolved: to discuss under Leisure & Recreation items.

iii) Min. 39b) – Insurance of Changing building, Holme Meadow – update of removal of flat roof inspection endorsement.

The Clerk had clarified, with Clear Councils Insurance, the materials used on the flat roof, they had subsequently informed there is no requirement at the present time to apply the inspection endorsement.

iv) Min. 41b - Play Area, fencing.

The Clerk reported a site visit had been arranged with the contractor for 17/7/25.

v) Min. 47ii) – 1 Brigg Road – to receive any update from NLC.

NLC had not received the concerns submitted by email, this had subsequently been submitted via the portal and awaiting a response.

vi) Min. 50 – Hedge Trimming – Village Hall site – to be notified of quotations received.

Resolved: to discuss in the confidential items due to a decision being required.

58. Planning

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

i) PA/2025/694 – S Davidovs, Hawthorn Cottage, Butterwick Road – non-material amendment of PA/2024/69 namely to raise height of the roof.

Resolved: No objection.

ii) PA/2025/842 – S Davidovs, Hawthorn Cottage, Butterwick Road – several amendments to the scheme previously approved under PA/2024/69.

Resolved: No objection.

Signature

Date

- iii) PA/2025/734 – M Staniland, 98 Brigg Road – to erect front porch extension and rear extension.
Resolved: No objection.
- iv) PA/2025/776 – J Richardson, Mendle Farm, Holme – to erect a single-storey farm office building.
Resolved: No objection.
- v) PA/2025/777 – J Richardson, Mendle Farm, Holme – to erect agricultural workers dwelling.
Resolved: No objection subject to an agricultural occupancy condition being placed on the dwelling.
- vi) PA/2025/837 – A Cargill, Holme Hall Golf Club – application to prune 3 oak trees subject to Tree Preservation Order – For information only.

b) To receive decisions made by NLC

- i) PA/2025/539 – D Smith, Wellholme House, Holme – to erect two-storey extension to front, external cladding to existing and new boundary wall and gates – Granted.
- ii) PA/2025/554 – C Gibala, Fir Tree Cottage, Butterwick Road – double and single-storey rear extension – Granted.

59. Finance

a) Payments - To approve the payments listed.

Cllr SA Cowley declared a Personal & Prejudicial interest in ref.94 and left the meeting prior to discussion

Ref	Date	Payee	Details	Vat	Total	Method
72	6/6/25	Asda	Cleaning Materials – Building H/Meadow	5.59	33.56	d.card
73	10/6/25	Timpson Ltd.	Keys cut – Building H/Meadow	9.00	54.00	d.card
74	10/6/25	B&Q	Locker – for cleaning mats.- H/Meadow	20.00	119.99	d.card
75	16/6/25	B&Q	Padlocks 2no.- Security grill – H/Meadow	4.33	26.00	d.card
76	17/6/25	Advanced Paints	Aerosol paint-building barrier H/M	5.49	32.94	d.card
77	23/6/25	British Gas	Electric – MUGA	0.80	16.77	Dd
78	30/6/25	British Gas	Electric – Holme Meadow	0.82	17.13	Dd
79	30/6/25	British Gas	Electric – War Memorial	0.99	20.73	Dd
80	14/7/25	Three.com	Clerk mobile	1.14	6.84	Dd
81	15/7/25	Wave	Water – Community Hub	0	12.69	Dd
82	15/7/25	Yu Energy	Electric – Community Hub	1.23	25.87	Dd
83	16/7/25	Gainsborough Pest & Environ.	Mole control contract	0	85.00	online
84	16/7/25	No Worries Commercial Cleaning	Contract Cleaning – Community Hub	33.60	201.60	online
85	16/7/25	Sissons Gardening Services	Gardening contract	0	1288.39	online
86	16/7/25	N Drinkall	Handyman services	0	478.50	online
87	16/7/25	LA Slingsby	Contract verge cutting	0	493.90	Online
88	16/7/25	LA Slingsby	Contract Village Grass Cutting	0	884.10	Online
89	16/7/25	Kyanite Consulting Ltd	Annual charge for 2Gb mailbox	3.28	19.67	online
90	16/7/25	North Lincolnshire Council	Trade waste-Temperance Avenue	0.00	279.30	online
			Trade Waste – Community Hub	0.00	279.30	
91	16/7/25	MD Signs Ltd.	Plaque – Building Holme Meadow	9.00	54.00	Online
92	16/7/25	Scunthorpe Signs	Sign – leave tidy etc. building H/Meadow	5.00	30.00	Online
93	16/7/25	HMRC	Quarterly – PAYE/NI	0	1605.62	online
94	16/7/25	Friends Of Messingham School	Precept Grant	0	417.00	online
95	16/7/25	Messingham Methodist Church	Precept Grant	0	300.00	online
96	19/7/25	British Gas	Electric – MUGA	0.52	11.01	Dd
97	22/7/25	Edf Energy	Gas – Community Hub	1.38	28.99	Dd
98	16/7/25	Salaries & wages	See separate schedule	0	1624.42	online
99	31/7/25					

Signature

Date

Resolved: Payment ref. 94 – Noted total spend different to projected cost. Council agreed to make a proportionate interim payment of one third of the agreed grant.

Resolved: to approve the above listed payments.

Cllr SA Cowley returned to the room.

b) Receipts – To note receipt of income.

Ref.	Date	Received from	Details	Amount	Method
25	2/6/25	Virgin money	Debit card cashback	0.22	online
26	2/6/25	J Hesp / R Mooney	Allotment 48A – Annual rent	24.20	online
27	30/6/25	Charity Bank	Credit Interest	388.03	Online
28	30/6/25	Virgin Money	Credit Interest	4.79	Online

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

d) Bank Reconciliation – to receive and approve the bank reconciliation as at 30 June 2025.

The bank reconciliation as at 30 June 2025 had been circulated prior to the meeting. The bank balances were verified to the bank statements by a Councillor.

Resolved: to approve the bank reconciliation.

e) Budget Summary – to receive and approve the cumulative summary as at 30 June 2025.

The budget summary as at 30 June 2025 had been circulated prior to the meeting. The variances were noted and no questions were raised.

Resolved: to accept the budget summary.

60. General Items of Business

i) VJ Day – (min. 37f) – to discuss arrangements.

Resolved: To invite one volunteer from each organisation / group along with volunteers. To hold the event from 3pm instead of 2pm. Clerk to make enquiries for a choir to attend.

Resolved: to order a VJ Day wreath with a donation of £50.

61. Community Hub – to receive updates

- NLC had replaced the Library IT system and updated the Public IT system.
- Wheelie bin missing – Clerk to report to NLC and order replacement bin.

62. Leisure & Recreation items

a) New Build Project, Holme Meadow – Changing Facility / Toilets / Store – to receive report.

Tap (min. 39a) – JMH Builders quoted £275+ VAT to install external tap/protective box/internal stop cock.

Resolved: JMH to install external tap/protective box/internal stop cock £275+ VAT.

Sink – for cleaning/catering – the JMH Builders quoted £943+ VAT to replace one of the sinks with a ceramic cleaners sink, taps, waste connections.

Resolved: to ask JMH to install a stainless steel sink.

Benches and hooks – installation complete in both the changing rooms.

Toilet leak - The builders had inspected; the toilet is faulty and waiting a replacement.

Handrail damage – possible damage during Messingham Show. Aerosol paint used by the builders, purchased for the handyman to repair the damage.

Main door – issues opening the door which seems to be in hot weather. Builders to speak to contractors who installed.

Fire risk assessment – Freedom Fire & Security had informed - If people are employed or access the building then a fire risk assessment is required, this will determine the need for first aid and firefighting

Signature

Date

equipment, fire warning system, emergency lighting, signs and notices and a maintenance and testing regime. Clerk reported one quotation for the risk assessment and awaiting a further.

Resolved: to ask NLC officer who carried out Hub assessment.

Key safe – **Resolved:** not to install at present time and review in 3 months.

Cllr P Skelton left the room prior to the following item

- b) **MJFC – Response re. new Terms & Conditions of Hire for Holme Meadow Recreation field and consider request for specific rules for MJFC.**

The Clerk had advised MJFC the updated conditions apply to all areas of the field for all users / hirers and asked for specific clauses queried. Awaiting a response.

Cllr P Skelton returned to the room

- c) **Resident - concerns of speeding vehicles on track to Pavillion at Northfield Road playing field.**

Concerns had been sent to the Bowls Club, MMPFA and copied to the Parish Council chair.

Resolved: The track is the responsibility of Messingham Memorial Playing Field Association. Should the fence belong to the Paish Council a 5mph sign can be attached.

- d) **A Thompson – request to Hire Holme Meadow field for Charity football match – to receive complaint and action taken.**

The Clerk had received an application form on the evening of Tuesday 1st July 2025, for the hire of Holme Meadow Recreation field on Sunday 6th July 2025. The Chair and Vice had been consulted for a decision. Mr Thompson had been informed on Friday 4th July 2025, that supporting documents and payment, would be required prior to a decision. The documents had not been submitted but a formal complaint received late afternoon regarding the time taken to process the application.

In consultation with the Chair and Vice Chair a response had been provided to Mr Thompson in accordance with the council complaint policy. Mr Thompson had proceeded to hold the event on the MUGA without any request for use.

Resolved: Clerk to determine advice of ERNLLCA.

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

- NLC funding available for projects.
- M181 link road progress update – NLC had held meetings with all parties for solutions to progress the construction.

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

- a) **Resident – concerns of continued speed of vehicles on Brigg Road – to receive Speed monitoring data and consider repeat Police enforcement and Community Speedwatch.**

The Clerk reported the recent speed monitoring data taken from Brigg Road.

Resolved: Clerk to supply data to the Police and ask for speed enforcement.

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

Cllr N Poole & Cllr W Elsome declared a personal interest as trustees of Messingham Memorial Playing Field Association.

- a) **MMPFA meeting – held on 2 July 2025 – to receive report and consider items raised to include vermin control.**

MMPFA are considering installation of wire mesh on their perimeter fence to prevent rabbit access.

Signature

Date

Resolved: Clerk to determine cost to include wire mesh when obtaining the quotation for palisade fencing (min. 57 iv). Clerk to investigate boundary line on south of the field.

66. Correspondence for Discussion/Decision - none

67. a) Correspondence for Information

- i) NLC – Forthcoming meetings
- ii) ERNLLCA – newsletter, circulated on receipt.
- iii) NLC Town & Parish Council Liaison Meeting – Church Square House, Thursday 24th July 2025 at 7pm. Agenda to follow.

Resolved: Clerk to circulate the agenda on receipt.

- iv) NLC - Cultural Futures Projects Grants round 1 of 4 now live – Noted.
- v) Kirton Lindsey Town Council – Civic Service, 5th October 2025 3pm – Noted.
- vi) Community Vision - Cadent Centre for warmth project - free CO alarms and slow cookers.
The Clerk reported Community vision is looking for opportunities to collaborate on this initiative.
Noted - Parish Council does not hold information.
- vii) CPRE – Best Kept Village judging – 12th July to 31st July 2025.
The Clerk reported that the gardening contractor and grass cutting contractor had been informed.
- viii) HWRA – AGM Wednesday 9 July 2025 Woodmansey Village Hall 12:30 to 13:30 – Noted.
- iv) Resident – Sunken drain o/s 32 Butterwick Road – Clerk reported to NLC – Noted.

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

- i) Greater Lincolnshire for All – East Lindsey and South Holland District council are developing a proposal to create two unitary authorities in the north and south of the county to replace the existing 10. Events to inform Town and Parish Councils will be held remotely on 28th July 2025 and 20th August 2025.

68. Village Complaints/Compliments

- i) Brigg Road – unlawful wall built on NLC highways land – NLC enforcement of removal is in progress.
- ii) Church Street – Building rubble on road – previously reported to NLC – Clerk to report to Head of Highways
- iii) Hedge on Scotter Road in front of properties on Chestnut Drive – Clerk to report to NLC.
- iv) Scotter Road – mattress fly tipped in field gate way – Clerk to report to NLC.
- v) High Street – ongoing litter issues outside the shops.

69. Date/Time/Venue of Next Meeting

- a) To confirm the date and time of the Full Parish Council meeting on Monday 11th August 2025 at 7pm.**

Resolved: to confirm the Full Parish Council meeting on Monday 11th August 2025 at 7pm.

Meeting to be held in the Community Hub, Messingham.

70. 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.

71. Concrete path extension to Changing building, Holme Meadow (min. 39a) – to consider quotation.

Resolved: to accept the quotation of £945 from the Handyman to install a concrete path to extend the new path to the existing track.

Resolved: to accept quotation of £375 to install 3 benches including concrete slabs.

Signature

Date

- 72. Cleaning of Changing building, Holme Meadow (Min. 39c) – to consider quotation for cleaning on a monthly basis.**

Resolved: to accept the quotation for a monthly clean from No Worries Cleaning Services for £42 / clean.

- 73. Outdoor Gym equipment (min. 41a) – to receive quotations and progress of grant application.**

The Clerk reported that 6 quotations had been received for the supply and installation of 8 pieces of outdoor gym equipment, ranging from £12,000 - £28,364.

A grant application is in the process of being prepared on behalf of the Parish Council to submit to NLC.

- 74. New Hardcore track, Holme Meadow (min. 41c) – to receive quotations and progress of grant application.**

The Clerk reported that 4 quotations had been received to construct a new hardcore track, ranging from £12,500 - £23,848.

Noted: to consider an off-road access gate / fencing.

A grant application is in the process of being prepared on behalf of the Parish Council to submit to NLC.

- 75. Handyman Contractor – to receive and consider notification of increase to hourly rate.**

Resolved: to accept the new hourly rate of £25 with effect from 1st August 2025.

- 76. Min. 50 – Hedge Trimming – Village Hall site – to be notified of quotations received.**

Resolved: as the lowest quote of £1,500 was acquired by Little Imps Day Care, agreed for Messingham Village Hall to arrange the hedge cutting and be responsible for acquiring the contractors Insurance / Risk assessment documents.

- 77. Children's Play Area**

Resolved: Clerk to seek quotations for 8 pieces of equipment and submit a grant application to NLC.

This concluded the business of the meeting. The meeting closed at 21:05.