

Minutes of **Messingham Parish Council** meeting held on **Monday 11th August 2025** at 7pm in Messingham Community Hub, Wendover Road, Messingham.

Present: Councillors N Poole (Chair), J Briggs, J England, J Fenwick, T Foster, J McKellarMain, C Scott, 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

78. Apologies of Absence: Cllrs A Clark, SA Cowley, W Elsome.

79. Declarations of Interest

Cllr Skelton – Receipt no. 33&36 - declared a Personal & Prejudicial interest as elected officer of MJFC.

Cllr J McKellarMain – Planning appeal PA/2023/1701 – Personal & Prejudicial interest as near neighbour.

Cllr A Tasker – Planning appeal PA/2023/1701 – Personal & Prejudicial interest as near neighbour.

80. Public Forum - no public were present.

81. Minutes of the previous meeting

a) **To resolve to approve the minutes of the Parish Council meeting held on Monday 14th July 2025.**

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

82. Clerks update

i) Min. 51 – Removal of the redundant container on Holme Meadow recreation field – to receive update.

The Clerk reported the resident taking possession, should be in a position with the haulier and the proposed location prepared, to transfer the container in 2-3 weeks' time.

ii) Min. 61 – Community Hub bin.

NLC refuse crew had not reported any issues.

Resolved: to purchase a new bin at a cost of £47.50 and Handyman to stencil name on it. To investigate logistics to secure the bin.

iii) Min. 62d – Enquiry to hire Holme Meadow recreation field, formal complaint and subsequent use of the MUGA without permission - to receive response from ERNLLCA.

ERNLLCA advised to continue to ask for the relevant documents as per its hire agreement.

iv) Min. 77 – Children's Play Area, Northfield Road, new equipment – to receive update.

The Clerk reported site visits have been arranged with Play equipment suppliers.

v) Min. 64a – Brigg Road speeding vehicles –to receive police response re. Community Speed Watch.

The Community Speed watch coordinator had met on site to determine suitable locations. Any group would be independent of the Parish Council and all equipment supplied to the group. At the current time, for insurance purposes, the scheme would come under Town & Parish Council policies, however, Humberside Police are awaiting approval of insurance provision.

Resolved: Clerk to respond to the Police associated coordinator of Community Speed watch to advise that any group would be independent of the Parish Council and as such, would require Insurance provision independent of the council.

vi) Min. 57b – 1 Brigg Road – condition of derelict listed building.

NLC Planning Enforcement advised that vegetation had been trimmed back and the barrier fencing to the entrance secured.

Signature

Date

- vii) Min. 68ii) – Church Street, building rubble on road - It was noted barriers had been placed by the resident on the path preventing access.

Resolved: Clerk to chase a response on NLC portal and with Head of Highways.

83. Planning

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

- i) PA/2025/719 - Cyden Homes Ltd. Brigg Road – to vary cond.1 of PA2023/1756 (prev. varied by PA/2022/2136) namely to change plot 69 house type to a 4 bedroom detached dwelling and plots 70-71 to 3 bedroom dwellings.

Resolved: No Objections.

b) To receive decisions made by NLC - none received.

c) To receive Appeal decisions made by the Planning Inspectorate

- i) PA/2023/1701 – Brook Planning & Consultancy Ltd, north Thistledown, Scotter Road – approval of reserved matters on PA/2019/164 to erect 25 dwellings – Appeal Allowed.

84. Finance

a) Payments - To approve the payments listed.

Ref	Date	Payee	Details	Vat	Total	Method
100	25/7/25	Wave	Water – War Memorial	0	26.79	Dd
101	29/7/25	British Gas	Electricity – Holme Meadow	3.52	56.85	Dd
102	29/7/25	British Gas	Electricity – War Memorial	0.77	16.25	Dd
103	11/8/25	Three.com	Clerk mobile	1.14	6.84	Dd
104	11/8/25	Yu Energy	Electric – Community Hub	1.75	36.83	Dd
105	13/8/25	Gainsborough Pest & Environ.	Mole control contract	0	85.00	online
106	13/8/25	No Worries Commercial Cleaning	Contract Cleaning – Community Hub	50.40	302.40	online
107	13/8/25	Sissons Gardening Services	Gardening contract	0	908.44	online
108	13/8/25	N Drinkall	Handyman services	0	811.00	online
109	13/8/25	LA Slingsby	Contract verge cutting	0	987.80	Online
110	13/8/25	LA Slingsby	Contract Village Grass Cutting	0	794.60	Online
111	13/8/25	Clear Councils	Insurance annual premium	0	2229.90	online
112	13/8/25	PKF Littlejohn LLP	External auditor	126.00	756.00	online
113	13/8/25	Mill View Fencing & Countryside	PROW's – Messingham & Holme (1 st cut)	0	908.40	Online
114			PROW's – Manton (1 st cut)	0	469.80	
115			PROW's – East Butterwick (1 st cut)	0	194.40	
116			Verges – East Butterwick (Cut1,2,3)	0	255.00	
117	13/8/25	Office Friends	Green hand towels – Community Hub Toilet Rolls – Holme Meadow	6.38	38.28	Online
118	13/8/25	John Martin-Hoyes Ltd	Benches & hooks supply & install – Building H/M	911.92	5471.52	online
119	13/8/25	Chubb Fire & Security Ltd.	Battery to replace failed-Intruder alarm	12.77	76.61	online
120	13/8/25	GSB Spectrum Print & Design Ltd	Horticultural Show Schedules – 450no.	0	82.00	online
121	13/8/25	Marmax Products Ltd.	3no. recycled benches – Holme Meadow	251.60	1509.60	online
122	13/8/25	Messingham Cricket Club	Precept Grant	0	900.00	Online
123	13/8/25	TP Black – Clerk reimbursement	Thermometer for water testing – H/M	1.33	7.99	Online
124	11/8/25	Salaries & wages	See separate schedule	0	1817.67	online
125	29/8/25					

Signature

Date

Resolved: to approve the above listed payments.

b) Receipts – To note receipt of income.

Ref.	Date	Received from	Details	Amount	Method
29	7/7/25	Craft Group	Use of Community Hub – 13 weeks	39.00	cash
30	7/7/25	W Grindrod	Allot. 11B – Deposit/rent/expenses	54.20	online
31	7/7/25	Virgin Money	Debit card cashback	0.94	online
32	11/7/25	J Oatridge Coaching	Community Hub Hire	65.00	online
33	14/7/25	Mess. Junior Football Club	Community Hub Hire	5.00	Online
34	15/7/25	North Lincolnshire Council	Verge & PROW's cutting Grant	9441.00	Online
35	16/7/25	HMRC	VAT – May	4410.74	online
36	22/7/25	Mess. Junior Football Club	2025 Summer Tournament	140.00	Online
37	25/7/25	North Lincolnshire Council	50% Precept Grant – 2 nd instalment	37500.00	Online

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

d) Reserves summary – to receive the reserves summary to date.

The Clerk circulated the reserves summary, showing reserves spent and balance remaining as at 31/7/25.

Resolved: to accept the Reserves Summary.

e) Prizes for Best Kept Front Garden and Allotment Competitions – to approve value of prizes.

Resolved: to provide prizes for each competition as per previous years; 1st - £50, 2nd - £30, 3rd - £20 plus £20 for the best kept allotment newcomer, being a total of £220. Clerk to purchase National Garden vouchers.

f) Insurance – annual review of Insurance Policy to ensure adequate cover.

The Clerk reported this will be year 3 of a 3-year contract with Clear Councils Insurance. The Clerk had reviewed the cover with the asset register and current activities and the cover is presently adequate.

Resolved: no current change to the Insurance cover.

g) PKF Littlejohn LLP Accountants – to receive the external audit report for 2024-25.

The Clerk reported the external audit was now complete, with no matters raised. In accordance with the audit regulations, the certificate and notice of conclusion of audit, had been placed on the noticeboard and website – Noted.

h) Passwords & PINS – Chair to receive and confirm acceptance of details in sealed envelope.

The Clerk passed the Chair the up-to-date details of the passwords and PINS for safe storage in accordance with the Risk Assessment.

i) Electricity contract – to ratify the renewal contract for MUGA, War Memorial, Holme Meadow.

The Clerk reported the best value contract had been a 3-year contract with Smartest Energy wef 16/8/25.

Resolved: to approve the contract.

j) Bank signatories – in order to meet the requirement of the Grant applications submitted - to agree to minute the names of the signatories on the bank mandate as agreed in Min.1877 15g)

Resolved: to confirm the current bank signatories, being Cllr Poole, Cllr Briggs, Cllr Clark, Cllr Foster, Cllr McKellarMain and the Clerk.

85. General Items of Business

a) VJ Day Friday 15th August 2025 – (min. 60i) – to receive update of arrangements.

The Clerk reported invitations had been sent out to volunteers, groups and organisations. Messingham Community Choir had agreed to perform. The Clerk had ordered the union jack tableware and food as per the confirmed grant from NLC.

Signature

Date

b) CPRE Best Kept Village results 2025 – to receive the results of the competition and consider attendance at the awards presentation on Wednesday 1st October 2025 at Scawby Village Hall.

The Clerk had circulated the breakdown of the results. Messingham had received Highly Commended in the large village group and also won the Best Kept War Memorial.

- It was noted the Christmas tree was suffering in the dry weather.

Resolved: Clerk to ask the gardening contractor to carry out watering to the tree.

c) Fire Risk Assessment, Holme Meadow building Min. 62a – to receive the Fire Risk Assessment and consider the findings in the action plan.

The Clerk had circulated the Fire Risk Assessment produced by an NLC officer. Points requiring attention;

- Recommendation fire door in each changing room – It was noted NLC Building Control and Architect had not raised this. Clerk to investigate with NLC Building Control and Architect and chase the Building Control certificate.
- Zone plan required for the building – Clerk to arrange with Fire safety company to prepare.
- Fire notice displayed but notice required in each changing room and store – Clerk to arrange / display.
- Fire procedure notice – Clerk to arrange and display.
- Fire extinguishers required – Clerk had met with Fire safety company and awaiting quotation.
- Maintenance & Servicing of fire, emergency lighting, electrical, Intruder equipment required – Clerk to investigate contracts and include on inspection sheets.
- Training of fire procedures for staff, volunteers, users – Clerk to put in place.
- Booking system with safety/fire instructions to hirers -Clerk to update Booking form and Hire conditions.

d) Tree inspection – to consider carrying out a professional inspection of the trees on Parish Council owned land.

Resolved: Clerk to determine the legal responsibility regarding the requirement of a tree inspection.

e) Speed Indicator Device – to consider arrangements for transferring the device and changing the battery fortnightly.

Resolved: to move the SID to the post on Northfield Road post and Cllr. Tasker or Cllr. Wright to assist with this.

86. Community Hub – to receive updates

a) Disabled Toilet Alarm – to consider the proposal from Chubb Fire & Security to service the toilet alarm system.

Resolved: it was noted that the alarm is checked weekly as part of the inspection schedule. Agreed not to accept the quotation for maintenance.

b) New volunteer – it was reported that a new volunteer had been trained by NLC Library Services to commence at the Hub.

c) Volunteer – it was noted a volunteer would be starting University but would continue during holidays.

Resolved: to thank the volunteer for her time and commitment to date.

87. Leisure & Recreation items

a) Changing Facility / Toilets / Store – to receive report.

- The Clerk reported an issue with the sensor lighting in the building and had reported to the builders.
- The external tap and new 'cleaners' sink had been fitted.
- The faulty toilet was still awaiting replacement.
- The keys for the locker with the cleaning materials had gone missing. MJFC agreed to replace the lock.
- MJFC had reported the main door blew shut when users were queuing to use the facilities at the tournament and asked for consideration for a catch to hold the door back.

Resolved: The officer who carried out the Fire Risk Assessment, advised as this is a fire exit the door must not be restrained or wedged open.

Signature

Date

88. Horticultural Show

- a) To be reminded of the Horticultural Show on Saturday 6th September 2025.
The Clerk reported show schedules had been placed in the village magazines. Support was asked for on the day.

Resolved: prize for the free draw - £30 National Garden voucher from the Chairmans allowance.

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

- Permanent patching being undertaken on various roads, with a view to resurfacing in 2026.
- Parking restriction lines re-painted in Messingham.
- Missed bin collections in Messingham w/c 4/8/25, emptied 11/8/25.
- New bin lorries ordered to replace aged fleet.

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

Safer Roads Humber – Police & Crime Commissioner looking to take this back in hand.

Next NAT meeting – 1 October 2025.

91. Councillor / Clerk Reports on meetings attended

- a) NLC Town & Parish Council Liaison Meeting report held on Thursday 24th July 2025 included:
Blood pressure ambassador programme; Planning enforcement; Community Grants; PROW's maintenance update; Local Plan.

92. Correspondence for Discussion/Decision

- a) Request for consideration of a bench/es on the open space land near Kealholme Road.
Resolved: to site a bench in principle. Clerk to seek price of new bench and installation, to report to next meeting for consideration.

93. a) Correspondence for Information

- i) NLC – Forthcoming meetings – noted and placed on the noticeboard.
- ii) ERNLLCA – newsletter - circulated on receipt.
- iii) NALC – Pay agreement 2025-26 with effect from 1 April 2025 – back pay had been paid with the August salary – noted.
- iv) Resident Butterwick Road – sunken drain o/s no.32 – Clerk reported to NLC.
- v) Resident – concerns of verge encroaching on path on Butterwick Road – Clerk reported to NLC.
- vi) Resident East Green – concerns condition of shrubbery on East Green circle – Clerk reported to NLC.
- vii) NLC Town & Parish Special meeting - Local Government Reorganisation - Thursday 11th September 2025 7pm, Church Square House. Clerk to circulate the agenda on receipt.

b) To note any correspondence received after the agenda had been posted - None**94. Village Complaints/Compliments**

- i) Greetwell Hill – overhanging tree on the highway – report to NLC and Scawby Parish Council.
- ii) Allotment site – Ragwort on tenanted land – The Clerk reported the tenant had been asked to top the field.
- iii) East Green property – follow-up from resident to ascertain action taken regarding floodwater in garden from adjacent dyke on Cyden Homes development, reported previously. Clerk to chase action taken.

Signature

Date

95. Date/Time/Venue of Next Meeting

- a) **To confirm the date and time of the Full Parish Council meeting on Monday 8th September 2025 at 7pm.**

Resolved: Full Parish Council meeting to be held on Monday 8th September 2025 at 7pm.

Meeting to be held in the Community Hub, Messingham.

- 96. 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.**

- 97. Northfield Road, playing field extension – to consider quotations for palisade fencing and rabbit mesh on perimeter.**

The Clerk circulated 4 quotations.

Resolved: To investigate rabbit mesh to be placed at a lower depth, it was suggested a depth of 2 foot.

To submit a grant application with a 20% contribution from Messingham Parish Council.

Cllr McKellarMain and Cllr Tasker left the meeting prior to the following item.

- 98. Planning Appeal Decision - PA/2023/1701 – to consider any action.**

Matter relating to; planning proposal to erect 25 dwellings - Land West of Scotter Road, Messingham;

Application - outline permission – PA/2019/164 – Appeal ref. APP/Y2003/W/20/3251184 - Allowed

Application - reserved matters – PA/2023/1701 – Appeal ref. App/Y2003/W/24/3346249 - Allowed

Cllr Poole declared he had been lobbied by residents.

The members debated how to best minimise the impact of planning appeal APP/Y2003/W/20/3251184 and planning application PA/2019/164.

It was agreed that Condition 10 of Planning Appeal APP/Y2003/W20/3251184, if implemented correctly, would protect neighbouring properties.

Resolved: Parish Council agreed to write to NLC to ask that all the clauses in Condition 10 of Planning Appeal APP/Y2003/W/20/3251184 relating to planning application PA/2019/164, are checked and signed off in full, by both a senior NLC planning officer and legal officer and reported to the NLC Planning Committee and Ward member.

This concluded the business of the meeting. The meeting closed at 20:44.