

Minutes of **Annual Parish Council Meeting** held on Monday **12th May 2014** in Messingham Village Hall commencing at 7.15pm.

PRESENT: Councillors N Poole, J D Mountain, A Clark, Mrs B Todd, J R Walker, M Proctor, J McKellar-Main, Mrs J Briggs, W Elsome, P Wright, T Foster and J England; and the Clerk.

1. ELECTION OF CHAIRMAN

Councillor N Poole was nominated by Councillor T Foster, seconded Councillor J McKellar-Main. There being no other nominations, Councillor Poole was unanimously elected as Chairman and signed the Declaration of Acceptance.

The Chairman thanked all members for their support during the last year.

2. APOLOGIES FOR ABSENCE

Received from Councillors R Nixon, Mrs G Sherwood, & M Caley

3. ELECTION OF VICE-CHAIRMAN

Councillor J R Walker declined to be nominated but was thanked for his time as Vice-Chairman Councillor J McKellar Main was proposed by Councillor Mrs B Todd and seconded by Councillor J England – there being no other nominations Councillor McKellar Main was unanimously elected as Vice-Chairman and signed the Declaration of Acceptance.

4. POLICE MATTERS

- a) Ridge Ward Crime Statistics received and noted.
- b) Ridge Ward Newsletter received and noted.
- c) Noted that a garage in Westfield Drive had recently been burgled. Councillor McKellar Main that this type of activity is prevalent at the moment and urged residents to double check security of garages and outbuildings.

5. ELECTION OF COMMITTEES AND REPRESENTATIVES

- a) Planning Committee
As previously agreed, this will be the full council
- b) Leisure & Recreation Committee
Councillor J Mountain resigned from this committee. The existing committee of the Chairman, Vice-Chairman, Cllrs. England, Mrs G Sherwood, T Foster, P Wright, Mrs B Todd & M Caley, together with Councillor J R Walker were elected en bloc.
- c) Web Site Committee
The existing committee of the Chairman, Cllrs. Foster, Caley, England and Mrs G Sherwood were re-elected en bloc.
- d) Allotments Advisory Committee
Councillor J Mountain resigned from this committee. The existing committee of the Chairman, Vice-Chairman, Cllrs J England, Mrs J Briggs, M Proctor and T Foster, together with Councillor J R Walker were elected en bloc. Mr Mick Walker was nominated and elected as Parish Council representative and Messrs. Ross & Chapman to serve as Half Acre and Garden representatives. It was noted that Garden Rep, Mr M May, has resigned from this committee and that an advertisement has been placed for a replacement.
- e) Personnel Committee
As the Vice Chairman, Councillor McKellar Main is ineligible for this committee. With the addition of Councillor A Clark, the existing committee of Councillors R Nixon, M Proctor, Mrs G Sherwood and M Caley were elected en bloc.

- f) Playing Field Representatives
In her absence Councillor Mrs G Sherwood had indicated that she was willing to continue and was re-elected. It was agreed that the maximum three representatives would be beneficial and Councillor M Proctor subsequently agreed to be a representative.
- g) Village Hall Representative
In his absence Councillor Caley had indicated that he was willing to continue and was re-elected
- h) Lincolnshire Wildlife Trust Representative
Councillor J Mountain was re-elected
- i) Sibelco Liaison Committee Representative
Councillor Poole was re-elected

6. **REGULAR MEETING DATES**

- a) Allotment Advisory Committee: Quarterly meetings set for the third Monday in June, September & December 2014, and March 2015
- b) Leisure & Recreation Committee: Agreed that quarterly meetings would be adequate with additional meetings arranged as required – July, October 2014, January, April 2015.

7. **MEMBERS FINANCIAL & OTHER INTERESTS REVIEW**

Councillors were reminded of their obligation to inform both NLC and the Clerk of any changes to their registered interests

8. **DECLARATIONS OF INTEREST – None received**

9. **MINUTES OF LAST MEETING 14TH April 2014**

The minutes were circulated to all members prior to this meeting. A letter was received and circulated to members present from Councillor Mrs Sherwood disputing the wording of Min. 159c. It was agreed that the wording of the minute in relation to the 'attitude of the playing field committee' is correct as the comments made were not specific to the MUGA project. In response to the allegation that the minute was a result of 'second guessing the will of the playing field committee at a subsequent meeting' the Clerk reported that the minutes had been typed prior to correspondence received from the playing field committee on 23rd April as they had been required for the internal audit, and that the appearance of the playing field committee chairman at the parish council meeting with the intention of discussing expected correspondence indicated that the matter had already been discussed. After discussion it was agreed that only the following change be made: *Councillor Elsome declared that he would object to the planning application and Councillor Sherwood declared that she would abstain from voting on the planning application.* Following this amendment the minutes were agreed to be a true record and duly signed by the Chairman.

10. **MATTERS ARISING**

- a) **Min 157d Speeding Motorcycles.**
Response received from Roy Hindmarsh with details of previous monitoring in March 2013 and advising that the situation would be monitored by the traffic police.
- b) **Min 159a Twigmoor Side Road**
Councillor England reported that due to his recent holiday he had not yet arranged a site meeting with Anita Greener. Councillor Clark reported that he had found evidence of the court case in relation to the highway status and this had been forwarded to Councillor England.

c) Min 159c MUGA Project.

The Clerk reported that the planning application had received an objection from Sport England with regard to the loss of the mini soccer pitch on the playing field extension, but that this had been responded to with assistance from Simon Seal of NLC Leisure Services. Correspondence from the Playing Field Committee referred to their concerns for unlimited access to the playing field – the Clerk reported that she had responded to the correspondence after approval from the Chairman. It was agreed that as soon as the planning application has been decided a meeting is to be arranged with the playing field committee to discuss access arrangements. It was noted that the Public Works Loan application has been filed.

d) Min 159h Parish Council Noticeboard.

It was noted that the grant application to NLC for £600 has been successful although not formally received to date. It was agreed to order the notice board on receipt of the formal advice from NLC.

e) Min 161a Lincoln & Lindsey Blind Society

A letter of thanks for the donation was noted. The Chairman reported that NLC has also supported the Society by providing iPads.

f) Min 164e Salt Storage

The Clerk reported that she had called in to the Wise Owls Nursery and permission has been granted for the storage of the salt until such time as the building is sold.

11. ALLOTMENT ADVISORY COMMITTEE MEETING 28th April 2014

The minutes were circulated to all members prior to this meeting. They were agreed to be a true record, adopted and duly signed by the Chairman.

MATTERS ARISING**a) Allot Min. 441b Silent Alarm System**

The correspondence from Mr Tuplin was read out – it was agreed that more information is needed before it can be discussed further.

12. ACCOUNTS**a) Passed for Payment:**

Councillors N Poole and A Clark declared their personal interests as members of Messingham Bowls Club.

1. Mrs J Walker – Clerk salary and allowance (30 th May)	£948.74
2. Mrs K Hall – play area attendant	135.25
3. E G East – handyman	118.83
4. Messingham Village Hall – monthly rent	282.50
5. D Jacklin Ltd – mole control	72.00
6. Messingham Bowls Club – precept grant	500.00
7. 2 nd Messingham Brownies – precept grant	100.00
8. Messingham Methodist Church – precept grant	2000.00
9. Veolia ES – grass cutting April	835.72
10. Anglian Water – Allotments	67.92 *
11. Messingham Guides – precept grant	200.00
12. BT – telephone/broadband account	115.11 direct debit

* Direct debit mandate approved for Anglian Water for future invoices.

b) Monies Received:

1. North Lincolnshire Council – half year precept	£23,500.00
2. H M R & C – VAT repayment	2723.22
3. Northern Powergrid – annual wayleave payment	81.37
4. Allotment Rents received between 14 th April – 12 th May	82.50

c) Internal Audit Report

The report from Richard Dixon, Public Sector Audit, was circulated to all members prior to this meeting. The Clerk suggested the following action plan for the recommendations arising from the audit:

1. *Competitive Quotations be obtained for the purchase of goods and services in accordance with Standing Orders and Financial Regulations.* **Action:** Review limits of purchasing policy in Standing Orders; ensure three quotations are obtained in accordance with existing and revised standing orders. AGREED
2. *Risk Assessments should be reviewed and agreed by council annually.* **Action:** Immediate review at the June meeting; regular agenda item for the February meeting. AGREED.
3. *Budget Monitoring Reports should be presented three times each year (minimum).* **Action:** Regular agenda item for July, November and March meetings. AGREED
4. *All Council Income should be banked intact with no cash retained for spending in petty cash.* **Action:** All income to be banked henceforth. AGREED
5. *Consider the inclusion of the play equipment in the insurance policy.* **Action:** To be considered from August 2014 when the insurance policy is renewed. AGREED.
6. *Bank reconciliations should be presented to council three times each year.* **Action:** Regular agenda item for July November and March. AGREED

13. PLANNING - None**14. CORRESPONDENCE**

- a) NLC Local Development Framework information on CD Rom supplied. Noted.
- b) RIDGE WARD COUNCILLORS copy correspondence for information re. Grass Cutting on Wendover Road (JE). Agreed that the frequency and quality of the grass cutting throughout the village is poor – forward to Neighbourhood Services and request cutting schedule.
- c) ERNLLCA – Newsletters – noted
- d) MESSINGHAM SUPPORTERS GROUP – Request for donation for Lindsey Lodge Hospice. Agreed to donate £100 from the Chairman's Allowance to cover the cost of the hire of the village hall for the Caterpillar Trail event as last year.

15. VILLAGE COMPLAINTS|

- a) RIDING STABLES, BRIGG ROAD – Reported that riders have been seen after dark. Concern also raised about the number of horse riders on the streets.
- b) BRIGG ROAD SPEEDING – traffic calming measures suggested. It was noted that speed humps are known to create a noise nuisance to residents and that the flashing signs already in place should be a deterrent.
- c) ROAD SURFACE ISSUES reported for the following areas: Butterwick Road – top surface; Ashberry Drive – pot holes and poor road surface; Walkers Court – holes in road; Brigg Road near the sand quarry – flooding issues due to poor drainage; Church Street – gaps between footpath and driveways creating potential trip hazard.

- d) NORTHFIELD ROAD – Blocked drain reported near the Highgrove entrance.
- e) WEST GREEN/SCHOOL DRIVE SNICKET – still requires attention to the standing water across the footpath.
- f) SCHOOL PARKING – Reported that the ‘Take Care, Park Elsewhere’ message outside the school is creating further parking problems in Ashberry Drive, Wendover Road and West Green with 22 cars parked at 3.20pm. Councillor Mrs Briggs reported that the ‘walking train’ initiative is being implemented by some parents. It was agreed that the signage outside the school could be worded ‘Park Responsibly’ instead. *Councillor Mrs B Todd declared her personal interest as a resident of West Green.*
- g) HOLME MEADOW – requires spraying for broad leaf weeds. A price of £675 obtained from Veolia to carry out this work was approved. It was agreed that the spraying be carried out immediately after Messingham Show. *Councillors England and Foster declared their personal interests as members of the Messingham Show committee.*

16. OTHER BUSINESS

- a) COUNCIL PHOTOGRAPH – It was agreed that as Councillor Foster becomes the Mayor of North Lincolnshire in May it would be an appropriate time for a new council photograph. The Clerk advised that Holly Mason has been booked to take the Council photograph at 6.45pm on 9th June immediately prior to the parish council meeting.
- b) MESSINGHAM IN BLOOM – It was noted that the Messingham Co-op store has nominated the Messingham In Bloom group to be their Community Champions between June and August 2014.

THIS CONCLUDED THE BUSINESS OF THE MEETING