

Minutes of **Parish Council** meeting held on Monday **12<sup>th</sup> October 2015** in Messingham Village Hall commencing at 7.15pm.

**PRESENT:** Councillors N Poole (Chair), W Elsome, M Proctor, Mrs P Skelton, A Clark, J McKellar Main, K Sylvester, P Wright, A Holmes, Mrs G Sherwood, Mrs J Briggs, Mrs B Todd & T Foster,; five members of the public and the Clerk.

#### **PUBLIC FORUM**

1. Mr W Sargent referred to the Planning Application 2015/0651 for a petting zoo on the site of Grange Park Aquatics, Butterwick Road. He noted that there had been no objections from the Parish Council but that there are many objections from residents close to the site. He voiced objections to the proximity of the proposed zoo to his home and to the proposed opening hours. He also commented that work appears to have started prior to the planning permission being received. He asked the Parish Council to reconsider their stance on this application. The Chairman responded to advise that the Parish Council is only a consultee in the planning process and take into consideration any residents objections received prior to responding to North Lincolnshire Council – on this occasion no objections were known to the parish council at the time of dealing with the application. The Chairman agreed to make application to North Lincolnshire Council planning department, in his role as a Ward Member, to ensure the application is heard by the Planning Committee.

2. Mr D Radford referred to the charity status of Messingham Village Hall, advising that the Charity Commission has possession of a copy of the original lease document only and not the subsequent amended version.

#### **88. APOLOGIES FOR ABSENCE**

Received from councillors M Caley and J England.

#### **89. DECLARATIONS OF INTEREST**

- a) Councillor Mrs B Todd – correspondence re Premises Licence Application for 7 Wendover Road. Personal Interest.
- b) Councillor J McKellar Main - correspondence re Premises Licence Application for 7 Wendover Road. Personal Interest.

#### **90. POLICE MATTERS**

Newsletter circulated and noted

#### **91. MINUTES OF LAST MEETING 14<sup>th</sup> September 2015**

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

#### **92. MATTERS ARISING**

##### **a) Min 82a/2 Holme Meadow Dog Waste Bin**

Report received from Neighbourhood Services to recommend that an additional bin be installed at a cost of £132.44. This was agreed.

##### **b) Min 82a/3 Playing Field Extension**

The Clerk reported that Mr Harkness had been to spread the grass cuttings as requested but had reported that the grass contained a large number of walnuts which indicated that the grass cuttings were not from the cutting of the pitch. Cllr. Elsome insisted that there are still heaps to be cleared and it was agreed to ask Mr Harkness to meet him on site to determine the problem areas. Cllr. Elsome also enquired about the responsibility for insurance for third parties operating machinery on Parish Council land. It was noted that in this case MJFC should have their own insurance cover and it was agreed to ask for a copy of the current insurance policy.

- c) **Min 83a/5 Churchyard Weed Spraying**  
The Clerk reported that Pat Wright at Glendale had responded advising that he had done the weed spraying himself but that he would check for areas missed and make good. Cllr. Elsome commented that the correct spray is not being used for an effective job. He also provided suggestions for future weed spraying to be included in the next contract.
- d) **Min 85a/2 Footpath Park Street to West View**  
The Clerk reported that the Police had been unable to provide the information required but had directed her to the police website for the relevant data. She advised that no crimes are recorded for the Well Street area in the last year. It was agreed to instruct the handyman to discontinue strimming the footpath area to allow it to grow up.
- e) **Min 86b Highgrove Road Sweeping**  
Neighbourhood Services advised that this is being done regularly. Cllr Proctor reported that only the 'grey' tarmac areas are being done but not the red tarmac areas. To be referred back to Neighbourhood Services.
- f) **Min 86c High Street Litter Bin**  
Neighbourhood Services advised that they are trying to source a larger satellite bin.
- g) **Min 86f Playing Field Litter Bin**  
Neighbourhood Services advised that the bin is being emptied weekly.
- h) **Min 86d Wendover Road Streetlights**  
Correspondence received from Mrs Reed to complain that the lights had not been dealt with but the Clerk reported that the Chairman had indeed reported them and that the matter was in the hands of North Lincolnshire Council and the utility company.
- i) **Min 85f Village Hall Lease Agreement**  
The Chairman commented that in view of the comments raised by Mr Radford in the Public Forum the Village Hall committee should be reminded to ensure that details of the proposed revisions to the lease are communicated to the Parish Council and that the Charity Commission must also be provided with an amended version when completed.
- j) **Min 85e Scotter Road Ditch**  
Response received from the Drainage Project Manager at NLC to advise that the ditch has been inspected and an order given to clean it out as required.
- k) **Min 80b School Traffic Order**  
It was noted that the number of parked cars on Wendover Road at school time is unacceptable, creating a traffic jam at times, particularly in the mornings. It was also noted that the no parking zones around the school are also abused, particularly in bad weather – it was agreed to ask for enforcement .
93. **MINUTES OF THE ALLOTMENT ADVISORY COMMITTEE 21<sup>st</sup> September 2015**  
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.
- a) **Min 497c Allotment 11c**  
The Clerk reported that the tenant had appealed against the termination of her tenancy explaining that she thought she had made it clear that it wouldn't be used for growing vegetables but for keeping chickens and growing flowers etc. She also stated that she had been keeping it tidy and the preparing the ground ready for the chickens to be installed. It was agreed to accept the appeal and withdraw the termination of the tenancy.

**b) Min 497g Allotment 18a (Vacant Half)**

The Clerk reported that a new applicant, Mr P Barrowcliff, had indicated an interest in this allotment so had been allocated it with immediate effect. This action was endorsed.

**c) Min 496b Rules for Minors on Allotments**

The Clerk reported that she had emailed Mr John Bailey at NLC (twice) for advice but had received no reply to date.

**d) Flytipping**

The Clerk reported that a quantity of household rubbish had been tipped onto vacant allotment no. 38B and that she had informed the Police. It was agreed to price up the hire of a skip to have it removed.

**94. ACCOUNTS****a) Annual Audit Report**

The External Auditor Certificate had been issued and the Report advised no matters for concern that relevant legislation and regulatory requirements have not been met. One item was drawn to the attention of the council – *Any amendments made in Section 1 of the Annual Return must be initialled and dated by the RFO and Chairman.* The Clerk explained that alterations had been made due to the requirement of splitting the precept income to show the grant separately.

**b) Bank Reconciliation**

A bank reconciliation report was produced to 30<sup>th</sup> September 2015. This was approved.

**c) Accounts Passed for Online/Direct Debit Payment**

1.	Mrs J Walker – Clerk salary and allowance ( <i>underpayment corrected</i> )	£1042.35 30.10.15
2.	D Jacklin Ltd – mole control	84.00
3.	Messingham Village Hall – monthly rent	226.00
4.	Digitech Business Equipment – photocopier costs	25.80
5.	PKF Littlejohn – Audit fee	480.00
6.	Glendale Countryside – grass cutting	1282.06
7.	Npower – Memorial electricity	23.94 d/debit
8.	Anglian Water – Allotments water	60.53 d/debit

**d) Accounts Passed for Cheque Payment**

1.	Mrs K Hall – play area attendant	136.60
2.	G East – handyman	152.36
3.	HMR & C – PAYE quarterly payment	368.63
4.	B W Ross – ground maintenance	93.88

**e) Accounts Paid Between Meetings**

	Glendale Countryside – grass cutting June account	1007.26 30.9.15
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**f) Monies Received**

1.	P Barrowcliff – Allotment Deposit and rent	30.00
2.	B Ross – Allotment Rent - Autumn Collection	307.50
3.	Yorkshire Bank – deposit account interest	0.06
4.	Audit Report Copy	1.00 cash

**95. PLANNING****a) Planning Applications before NLC:**

2015/1220 Karlsberg, 8 Wiseton Villas, Temperance Avenue – erect an extension. It was noted that this appears to be a very large extension but also noted that there are guidelines which will be adhered to by the planning department. NO OBJECTIONS.

**b) Planning Decisions by NLC:**

2015/0946 Fardell, 21 Brigg Road – two storey rear extension & raise ridge for loft conversion. APPROVED.

**96. CORRESPONDENCE**

- a) NLC
1. Application for Premises Licence – 7 Wendover Road (*Councillor Poole declared his interest as a member of the Licensing Committee and left the room*). Many comments were made with regard to the number of drinking establishments already in the village and whether there is a need for alcohol to be consumed whilst for waiting for a takeaway meal. It was agreed to OBJECT to this application as it is not deemed appropriate.
  2. Town & Parish Councils Liaison Meeting 14<sup>th</sup> October. Noted.
- b) ERNLLCA 1. Newsletter; 2. Notice of District Committee Meeting 14<sup>th</sup> October. Noted.
- c) EAST MIDLANDS IN BLOOM – Competition results – awarded Silver Gilt, plus a Judges Award for Holy Trinity Church and a Silver Gilt Award to Mr B Richardson of 27a Well Street for the Best Residential Garden. The judges comments were noted and it was agreed to invite Mr Richardson to the November meeting to present him with the certificate.
- d) C DAVIDSON – Freedom Of Information Request for the Parish Council policy document governing the award of Precept Grants under S.137. The Clerk reported that she had responded to Mr Davidson to advise that the Parish Council does not have a written policy document but adheres to the Local Government Act 1972 . She suggested that a policy could be incorporated into the revised Standing Orders.
- e) W A SARGEANT – Petting zoo Planning Application 2015/0651. The comments made in the Public Forum were noted. Councillor Poole reported that he had now emailed the planning department to formally request that the application be considered by the Planning Committee.

**97. VILLAGE COMPLAINTS/COMPLIMENTS**

- a) HIGH STREET PARKING close to the junction with Butterwick Road reported to be hazardous for motorists negotiating the junction out of Butterwick Road. To be referred to Harry Metcalfe NLC Enforcement Officer.
- b) HIGH STREET PARKING on double yellow lines near the Park Street junction caused a recent near miss incident to Councillor Foster on leaving Park Street. To be referred to Harry Metcalfe NLC Enforcement Officer.
- c) HIGHGROVE – red tarmac reported to be wearing away outside No's 5, 6 & 7 creating a potential trip hazard. To be referred to Highways.
- d) WEST GREEN/SCHOOL DRIVE SNICKET standing water after heavy rainfall reported again. To be referred to Les Bradshaw/Highways.
- e) BRIGGATE DRIVE – faulty streetlight outside No. 24. Noted that this had previously been reported – to be referred to Mike Brown/Highways.

f) HIGH STREET LITTER – Councillor Wright commended the lack of litter on the High Street.

**98. OTHER BUSINESS**

**a) RECORDING OF MEETINGS POLICY**

A draft policy as recommended by NALC had been circulated to all members. It was agreed to adopt this policy without change and incorporate in the revised Standing Orders.

**b) LEISURE & RECREATION COMMITTEE**

The Clerk requested a change of date for the Leisure & Recreation Committee scheduled for 19<sup>th</sup> October. It was agreed that as there were no specific issues for consideration a meeting would not be required.

Councillor Elsome reported that the Play Area needs attention to the long grass and the nettles growing through the fence. To be referred to the handyman. It was suggested that the increasing workload for the handyman may warrant an assistant. It was agreed to consider staffing levels at the next meeting.

**c) PUFFIN CROSSING**

Councillor Proctor reported that the audible buzzer at the crossing is switched off between 10pm and 7am. It was noted that this is to avoid noise nuisance to the neighbouring residents.

THIS CONCLUDED THE BUSINESS OF THE MEETING.