

Minutes of **Parish Council** meeting held on Monday **14th March 2016** in Messingham Village Hall commencing at 7.15pm

PRESENT: Councillors N Poole (Chair), Mrs B Todd, M Proctor, K Sylvester, J England, Mrs P Skelton, J McKellar Main, Mrs J Briggs, T Foster, Mrs G Sherwood & A Holmes; 10 members of the public and the Clerk.

PUBLIC FORUM

1. Mr Sargent: Re. Petting Zoo (Planning Application 2016/314). Comments included: no site visit by parish councillors; proximity to residence; car parking intended for 30 cars, bus & 3 disabled; still concerns for pipeline with vehicle activity to and from site. The Chairman advised that this planning application would not be considered at this meeting as it had arrived after the agenda had been set, but that a planning committee will be called to discuss it.
2. Mr Steele: Re. Cross Tree Road name change. Enquired regarding the recent survey of Cross Tree Road residents and why no closing date had been shown on the letters.
3. Mr Radford: a) High Street Parking – commented that parking on both sides of the street creates a bottleneck for traffic which has the potential for an accident; b) Parish Council Office Requirement – commented that the £2500 set aside in the 2016/17 budget is unlikely to be enough to provide a dedicated office for the new clerk.

154. APOLOGIES FOR ABSENCE

Received from Councillors W Elsome, A Clark and P Wright. It was also noted at this point that Councillor M Caley has tendered his resignation with immediate effect. The Chairman proposed a vote of thanks to Councillor Caley for his many years as a parish councillor. A casual vacancy to be declared.

155. DECLARATIONS OF INTEREST

- a) Councillor Mrs B Todd – School parking issues – personal interest as resident of West Green
- b) Councillor Mrs G Sherwood - School parking issues – personal interest as resident of School Drive
- c) Councillor Mrs P Skelton - School parking issues – personal interest as resident of West Green
- d) Councillor K Sylvester - School parking issues – personal interest as resident of Wendover Road.

156. POLICE MATTERS

- a) It was noted that a police report had been sent to the village magazine but not to the parish council.
- b) It was noted that a police presence has been visible in the village recently.

157. MINUTES OF LAST MEETING – 8th February 2016

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.

158. MATTERS ARISING

a) Min 147c Cross Tree Road Survey

Councillor Mrs B Todd declared her personal interest as a personal friend of a tenant of a Cross Tree Road property. The Clerk reported that the survey letters had been posted on 18th January to the 21 properties on Cross Tree Road. She commented that the letter was to the exact template given by NLC which did not include a closing date, but in agreement with NLC had considered this meeting date to be the cut-off point. 15 replies had been received by 14th March, with 10 for and 5 against a change of name to Cross Tree Lane. She advised that the criteria recommended for instigating change requires 15 of the 21 properties to be in agreement. It was suggested that a second letter be sent to the six properties who had not responded but it was agreed that advice be taken to ensure this is a legitimate course of action.

- b) Min 147d High Street Verge**
It was noted that whilst the verge had been repaired it had been damaged again by lorry or tractor tyres. To be reported and a request made to have the verge tarmaced.
- c) Min 147h Village Complaints**
Noted that the West Green snicket footpath has been dealt with satisfactorily; but that the streetlights on Briggate Drive (No. 5) and Ashlin Court are still faulty. It was also noted that work had been carried out on the Z bends on Brigg Road.
- d) Min 147i WI Centenary Roses**
Roses now planted at the rear of the Memorial.
- e) Min 148a Changing Facility**
Cleaning carried out satisfactorily.
- f) Min 148d Holme Meadow Dyke**
Response from Mr B Ross to advise that the copse of trees prevents him using his machine for the full length of the dyke. It was agreed to ask the handyman to work with Mr Ross to clear this section manually.
- g) Min 151f Lincoln & Lindsey Blind Society**
Response received to advise that 8 resident of Messingham are served by the Lincoln & Lindsey Blind Society. It was therefore agreed to make a £50 donation from the Chairman's Allowance.
- h) Min 152e PC Teale**
Response from PC Teale received and circulated.
- i) Min 152c Remembrance Wreaths**
Wreaths now removed and the frame sent for painting.
- j) Min 152d Wendover Road Pothole**
Pothole repaired satisfactorily.
- k) Min 153 MUGA Attendant**
Vacancy filled subject to DBS check.
- l) Min 152a Rat Activity**
Councillor Holmes reported that action appeared to have been taken.
- m) Min 147g School Time Parking**
It was noted that the parking problems are increasing. Nine cars were reported to be regularly parking on Wendover Road between the West Green roundabout and Briggate Drive, and also parking on West Green too near to the circle for the safe egress of other motorists. It was agreed to refer the matter to Ian Jickells and to ask for a joint meeting with the Head Teacher, the Ward Councillors and the Traffic Enforcement Officer. It was noted that four extra traffic enforcement officers had recently been appointed.
- 159. MINUTES OF ALLOTMENT ADVISORY COMMITTEE 22nd February 2016.**
- a)** 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.
- b) Matters Arising**
Min 507a Allotment Road – the Clerk reported that a price of £15 per tonne had been quoted for tarmac planings. It was agreed to go ahead with a full 20 tonne load as soon as possible.

c) Expenses Review

Councillors T Foster and M Proctor declared their interests as allotment tenants and left the room prior to discussion.

The Clerk advised the cost of water and hedging and dyking for year 2015/16 and recommended the following expenses for allotment holders:

Garden Allotment Tenants – Water + Hedging & Dyking - £6.50 (£6.38 actual cost)

Smallholding Plots – Hedging & Dyking only - £2.80 (£2.79 actual cost)

It was agreed that the expenses for the smallholding plots be rounded up to £3.00 and the garden tenants expenses be accepted.

160. ACCOUNTS**a) Passed for Online/Direct Debit Payment**

1. Mrs J Walker – Clerk Salary & Allowance 31.3.16	£ 1024.27
2. D Jacklin Ltd – pest control	84.00
3. Messingham Village Hall – monthly rent	226.00
4. Kelly’s Cleaning Services – changing facility clean	65.00
5. Wicksteed Leisure Ltd – play area roundabout spares	531.22
6. Npower – MUGA electricity	23.88 d/debit

b) Passed for Cheque Payment

1. Mrs K Hall – play area attendant	136.60
2. G East – handyman	95.30
3. Office Friends – stationery	28.55
4. CPRE – Best Kept Village Competition entry fee	25.00
5. Scunthorpe Lawnmower Repairs – hedgecutter repairs	39.00

c) Monies Received

1. J Dixon – Allotment deposit	25.00
2. Mrs Y Farr – Allotment deposit	25.00
3. Mrs Y Farr – History books	4.50 cash
4. A Wass – history book	2.00 cash

d) Budget Review/Bank Reconciliation

- 1) The Clerk circulated the budget review to 29th February 2016. There were no questions and it was noted that the expected surplus to the end of March is better than originally expected. The budget was accepted and signed by the Chairman.
- 2) The Clerk circulated the bank reconciliation to 29th February 2016. This was accepted and signed by the Chairman. It was noted that the projected bank balance at the year-end is £22,000 – the Clerk asked that consideration be given to transferring £10,000 into a fixed term deposit account to generate interest income. It was agreed to discuss this further at the next meeting.

161. PLANNING**a) Planning Decisions by NLC**

1. 2015/0651 Gouldthorp, Grange Park Aquatics, Butterwick Road – change of use to form petting zoo. REFUSED.

b) Planning Applications before NLC

1. 2016/263 Quickenden, Tinkers Roost, Northfield Road – erect single storey side and rear extension. NO OBJECTION
2. 2016/135 Woollass, 29 East Green – household extension – permitted development.

3. 2016/314 Gouldthorp, Grange Park Aquatics, Butterwick Road – change of use to form petting zoo. Referred to Planning Committee on 22nd March as this application was not included on the agenda for this meeting

Councillor England took no part in debate or voting on the above applications.

c) Notice of Appeal

1. 2015/0387 Manton Solar Ltd, Manor Farm Manton

162. CORRESPONDENCE

- a) NLC
1. Highways – advice of start of works to Stather Hill first week in April.
 2. New Call Connect Bus Service – information leaflets. Noted that there is no early bus service to Gainsborough during school holidays.
 3. Planning Enforcement – response re complaint of traffic on Holme Lane for the Slate House Farm car boot sales advising that there is no contravention of planning.
 4. North Lincolnshire Workers Memorial Day event 28th April
 5. Highways – notice of reconstruction works – noted that these are not applicable to Messingham Parish.
 6. Housing & Employment Land Allocations Development Plan – Adoption statement.
- b) ERNLLCA – Newsletter – circulated
- c) E BUTTERWICK PARISH COUNCIL – request for support for Highways complaint regarding Butterwick Road. Agreed to write letter of support.
- d) MESSINGHAM CRICKET CLUB – letter of thanks for precept grant
- e) CPRE – Best Kept Village Competition Entry form. Agreed to enter
- f) MESSINGHAM SHOW COMMITTEE (*Councillors J England and T Foster declared their personal interests as members of the Show Committee*) Notice of Show to be held on 5th June and Summer Ball on 22nd April. It was agreed to donate the use of Holme Meadow free of charge as in previous years.
- g) KIRTON IN LINDSEY TOWN COUNCIL – Invitation to Chairman to Mayor’s Civic Dinner.

163. VILLAGE COMPLAINTS

- a) WENDOVER ROAD – Pothole opposite No. 58
- b) KEALHOLME ROAD – Faulty streetlight (No. 8)
- c) SCOTTER ROAD SOUTH – 40mph sign missing – noted that this in hand for replacement.
- d) HIGH STREET – Snicket to Orchard Close footpath needs cleaning.
- e) HIGH STREET PARKING – Double yellow lines being ignored – refer to Traffic Enforcement
- f) WESTFIELD DRIVE – Pot hole at junction with Butterwick Road
- g) HOLME MEADOW – Dog fouling signs not installed and dog waste bags not available– Clerk advised that the handyman has the signs in hand and will be asked to ensure the waste bag dispenser is filled regularly. It was noted that the dispenser is deliberately not completely filled each time to ensure they are not taken in large quantities.
- h) KEALHOLME ROAD OPEN SPACE – Clerk asked to follow up the recent lighting enquiry to which there has been no response.
- i) DARNHOLME CRESCENT – Request to reduce the size of the roundabout to allow deliveries by large vehicles. Agreed to refer to NLC
- j) MESSINGHAM JUNIOR FOOTBALL CLUB – Request to concrete in front of their container on Holme Meadow to make the clearing of dog waste easier. It was agreed that paving slabs are acceptable but not poured concrete.
- k) CHURCH STREET – Double parking reported to be an issue as residents of High Street use Church Street for parking. Agreed that this may be a police issue but to be referred to Ian Jickells.

164. RISK ASSESSMENTS REVIEW

The current Risk Assessments were circulated to all councillors. It was noted that the additions and amendments brought to attention in the 2014/15 audit have been incorporated. The following amendments were agreed:

1. THIRD PARTY SERVICES (CONTRACTORS)

Personal injury to contractors whilst on site –Control of Hazard - Contractors insurance/risk assessment & method statement to be supplied

2. THIRD PARTY SERVICES (CONTRACTORS)

Allotments Rabbit Control – Firearms risk to contractor, public and property – Control of Hazard – Contractors insurance/Risk Assessment & Controls

3. RABBIT CONTROL RISK ASSESSMENT – RISK CONTROLS

Ensure local Police are informed when firearms are to be used on the allotments.

165. STANDING ORDERS REVIEW

The 2016 Model Standing Orders as provided by NALC were circulated to all members prior to this meeting. Variations to the Model, as suggested by the Clerk, were agreed. The Clerk was thanked for her time in preparing the revisions.

It was noted that the Financial Regulations also require review in accordance with the new model.

166. OFFICE ACCOMODATION FOR CLERK

It was noted that the upstairs room of the village hall, currently used for storage by the parish council is not fit for purpose as an office as it has no window and no suitable access for the public. It was agreed that the village hall committee be asked to consider making space available in the storeroom which could be converted into a parish council office with public access from the outside.

THIS CONCLUDED THE BUSINESS OF THE MEETING