

Minutes of **Parish Council** meeting held on Monday **13th June 2016** in Messingham Village Hall commencing at 7.15pm.

PRESENT: Councillors N Poole (Chair), Mrs J Briggs, Mrs G Sherwood, Mrs P Skelton, J McKellar Main, K Sylvester, P Wright, W Elsome and Mrs B Todd; the Clerk and 7 members of the public.

PUBLIC FORUM

Mr M Silvers of East Green addressed members in regard to damage to the shrubbery on the East Green circle by local children playing football etc. despite requests to stop. Complainants had been told by a parent of one of the children that he had been informed by the council that the area was designated for play. It was also noted that at least one instance of a child urinating in open view had been witnessed by a resident.

30. APOLOGIES FOR ABSENCE

Received from Councillors M Proctor, J England, T Foster, A Clark and A Holmes.

31. CASUAL VACANCY

The Clerk reported that there had been no applicants to date.

32. DECLARATIONS OF INTEREST

Councillor J McKellar Main – Accounts payment for reimbursement – Personal and prejudicial.

33. POLICE MATTERS

- a) An increased presence of police patrols noted.
- b) The chairman reported that a new PC has been introduced into the Ridge Team.

34. MINUTES OF THE LAST MEETING 9th May 2016

The minutes were circulated to all members prior to this meeting. An amendment was made to Min. 2 to include Councillor Mrs G Sherwood in the Apologies for Absence. Following the amendment the minutes were agreed to be a true record and duly signed by the Chairman.

35. MATTERS ARISING

a) Min 7e Personnel & Finance Committee Terms of Reference

Draft Terms of Reference were circulated to all members for approval. The Clerk advised that these had been drafted from the ERNLLCA template supplied. Approved.

b) Min 12 Office Space/Clerk Vacancy

1. It was noted that a meeting with representatives from the Village Hall Committee has not yet taken place and enquiries are still to be made with the Library.

2. It was agreed to hold a Personnel & Finance Committee meeting on 4th July to instigate the advertising process for a new Clerk. It was agreed that this committee have the power to agree and place the advertisement only at this stage.

c) Min 16d MUGA Noise Complaint

The Clerk reported that she had contacted the complainant to discuss his concerns and had also contacted the suppliers of the MUGA with regard to the fencing noise but had not received a reply to date. It was noted that PPL who supplied the MUGA have been taken

over by Wicksteeds. It was agreed to contact Kath Jickells on the Environment Team at NLC to ask for the noise levels to be monitored.

d) Min 16e Land rear of Church Street

The Clerk reported that the land in question is the rear of No. 43 and was advised that this land is tenanted by Fowler & Co. Further enquiries to be made.

e) Min 17b Cross Tree Road

Traffic survey information from 2014 supplied by Roy Hindmarsh. The Clerk reported that she had forwarded same to Mr Smith.

f) Min 17e Co-op Sign

It was noted that the size of the signage requires planning permission and the Co-op have been informed of this. It was suggested that the sign be temporarily removed until the planning process is completed. It was agreed to contact Highways in this regard.

g) Min 17h Butterwick Road

Noted that the white lining has been completed following the road surfacing work but it was agreed to ask that the white lining on the rest of the road also be done as it is non-existent in places.

h) Min 17n Ashlin Court/Briggate Drive Street Light

Noted that the light has been repaired satisfactorily.

i) Min 17o Bench Seat Enquiry

The request was clarified for the existing bench to be either replaced or refurbished at the cost of the resident concerned. It was agreed to ask NLC for prices.

36. MINUTES OF PLANNING COMMITTEE 16th May 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.

37. MINUTES OF LEISURE & RECREATION COMMITTEE 16th May 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.

Matters Arising

a) Min 25d Dog Fouling

Following the circulation of an email to all members the Clerk reported that she had ordered the 'We're Watching You' Campaign pack of signs & stickers at a cost of £300. This action was approved.

b) Min 26b Weed Killing Quotation

The Clerk reported that a quotation had been received from Glendale for weedkilling in all areas: Play Area £25; Playing Field Extension Boundary £40; Holme Meadow Boundary £70. It was agreed to accept the quotation for the Play Area and action this as soon as possible.

c) Min 28c Perimeter Strimming

It was noted that the first strim of the perimeters is scheduled with the next cut at the village hall.

Prices were also received from Glendale for Holme Meadow for deep spiking: Entire field £375; Football pitches only £225; or verti-draining for £250 per football pitch.

d) Min 29 Committee Terms of Reference

Draft Terms of Reference had been considered and recommended with the addition of grass cutting to be included in the responsibilities. Approved.

38. ACCOUNTS**a) Payments between Meetings for Approval**

Glendale Countryside – Grass Cutting April £1027.41 online
To determine the accuracy of the cuts being invoiced it was agreed to ask Glendale for a cutting schedule and to also include the monitoring on the Handyman's weekly checklist.

b) Passed for Payment

Councillor McKellar Main left the room prior to discussion.

1.	Salaries & Wages	1469.13
2.	D Jacklin – mole control	84.00 online
3.	Messingham Village Hall – monthly rent	226.00 online
4.	R J Dixon – Internal Audit	430.00 online
5.	Scunthorpe Lawnmowers – strimmer spares	27.00
6.	B W Ross – ground maintenance Allotments & Holme Meadow	313.34
7.	Scunthorpe Signs – MUGA/Play Area sign	72.00
8.	North Lincolnshire Council – CRB Check Fee	60.20
9.	H Simpson & Son – grass seed Holme Meadow	13.20
10.	J McKellar Main – repay for mobile phone for MUGA Attendant	9.99
11.	Keep Britain Tidy – We're Watching You Campaign signs	360.00
12.	Npower – Playing field electricity	24.42 d/debit

c) Monies Received:

1.	Thompson – sale of history books + postage	6.50
2.	HMR&C – VAT Repayment	3275.61
3.	Leaper – Allotment deposit/rent	35.00 cash

d) Internal Audit Report

The recommendations arising from the audit were noted and recorded as follows:

1. VAT – seek advice from HMRC when significant capital expenditure is considered. As last year's recommendation – noted for future reference.
2. EXPENDITURE may not be incurred from an issue raised under Matters Arising – reminder only – noted for future reference.
3. PETTY CASH expenditure should be reported to council for approval. The Clerk commented that only larger cash payments have been recorded in the past but agreed that all cash payments to be reported in the future.
4. ASSET REGISTER total should be amended to reflect the nominal valuations of the council's land holdings. Revisions to be amended henceforth. Clerk reported that the amendments had been made prior to the final audit.

5. ASSET REGISTER should be presented to council annual for review and approval. To be included in the March agenda henceforth.
6. PREVIOUS YEAR INTERNAL AUDIT REPORT – Amend box 9 of the Annual Return to reflect amendments to the Asset Register. The Clerk reported that this had been done prior to the final audit.

SUMMARY – The accounts and governance arrangements of the council have again been maintained to a very high standard and the co-operation of the clerk of the council in the completion of this audit was much appreciated. The internal financial control environment within the council is very good and the adoption of the above recommendation will serve to further enhance and strengthen the systems, procedures and governance arrangements already in place.

39. PLANNING

Decisions by NLC:

- a) 2016/628 Quickenden, Tinkers Roost, Northfield Road – single storey extension. APPROVED
- b) 2016/491 Grant, 62 Eastfield Road – rear single storey extension. APPROVED

40. CORRESPONDENCE

- a) NLC
 1. Parks Asset & Inspection – Parks & Playgrounds Strategy. Questionnaire in respect of equipment owned by the parish council completed and returned.
 2. Community Champion Awards – information noted
 3. Spatial Planning – Adoption Statement for Lincolnshire Lakes Action Plan. Noted
 4. Highways – Response re parking on Church Street. Agreed to accept the offer of delivering the proposed letter to residents.
 5. Strategic Housing Market Assessment. Noted
- b) ERNLLCA 1. Newsletter – circulated to all members; 2. NALC Star Councils Awards 2016 – Noted
- c) RIDGE WARD COUNCILLORS – Copy correspondence for information re. Dog bin request for Russell Walk/Allison Close (NP)
- d) CENTENARY FIELDS PROGRAMME – Protecting valuable green space. Noted
- e) N LINC'S LEARNING DISABILITY PARTNERSHIP – Changing Places Campaign. Agreed to forward to the Village Hall committee for information.
- f) MESSINGHAM PLAYING FIELD COMMITTEE – Re. Keyholder and potholes on entrance road. The suggestion for locking the MUGA when the pedestrian gates are locked was rejected to allow children to use it when the main gates are open. The request for shared responsibility for the cost of repairing the potholes was accepted but only as a quarter share with the Playing Field and the two property owners either side of the road.
- g) STEEL – Enquiry re. the brick used on the new property on 6 High Street. To be referred to Planning.
- h) MR & MRS KIRKBY/MRS H SILVERS – Complaints regarding the damage to shrubbery on East Green and antisocial behaviour from children. *Also see Public Forum report.* It was noted that this area is NOT a designated children's area but it was agreed determine the status, ownership and responsibility for the area. It was noted that some branches have been damaged and left hazardously sharp. It was noted that urinating in public is against the law but that children under 10 cannot be held responsible but are the responsibility of their parents. It was suggested that future offences should be reported directly to the police.
- i) MR C DAVIDSON – a) A159 Scotter Road copy correspondence to Cllr. Poole; b) Co-op Garden/Signage – copy correspondence to Cllr. Poole; and c) Display of Notices re.

Annulment of Orders of Knighthood/HM Privy Council – to be referred to ERNLLCA and the NLC Legal Department for advice.

- j) NLC – Re. Cross Tree Road Street Renaming – Advice that the consultation process is complete and Royal Mail to be advised on 17th June. *Councillor P Wright declared his personal interest and left the room prior to discussion.*

41. VILLAGE COMPLAINTS/COMPLIMENTS

- a) WENDOVER ROAD – Pot hole previously reported still not repaired.
- b) DANBY ROAD/KEALHOLME ROAD – Overhanging hedge reported at the Annual Parish Meeting still requires pruning.
- c) GRASS CUTTING – Noted that a lot of cut grass is left behind and the standard very poor. The Chairman reported that improvements to the service are in hand and that a cutting schedule will be issued to clerks weekly.
- d) CROSS TREE LANE – Area of grass outside No. 3 has not been cut at all and is very high.
- e) ASHLIN COURT – grass reported to have been cut after a long period – to be monitored.
- f) MESSINGHAM SHOW – Noted to have been a great success.
- g) WEST GREEN – Willow tree on the circle requires cutting back as it is overhanging the highway.
- h) BRIGGATE DRIVE – The road surface at the junction with School Drive is breaking up and requires repair.
- i) GLENDALE COUNTRYSIDE – Grass cutting reported to be excellent this year to date.

THIS CONCLUDED THE BUSINESS OF THE MEETING. Meeting Closed 8.50pm