

Minutes of the **Parish Council** meeting held on Monday **13<sup>th</sup> March 2017** in Messingham Village Hall commencing at 7.15pm.

**PRESENT:** Councillors N Poole (Chair), Mrs J Briggs, A Clark, W Elsome, T Foster, A Holmes, Mrs P Hunt, J McKellar Main, M Proctor, K Sylvester, Mrs B Todd

**IN ATTENDANCE:** Tracey Black, Parish Clerk

**Also Present:** 6 members of the public

#### **PUBLIC FORUM**

Mr Davidson addressed the members present regarding his interruption of the Parish Council meeting on 13<sup>th</sup> February 2017.

#### **182. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors J England, Mrs G Sherwood, Mrs P Skelton, and P Wright

#### **183. DECLARATIONS OF INTEREST – None declared**

#### **184. MINUTES OF THE LAST MEETING 13<sup>th</sup> February 2017**

The minutes were circulated to all members prior to the meeting. An amendment was made to Min 164 licence application to delete 'loud' from playing of music. Following the amendment the minutes were agreed to be a true record and duly signed by the Chairman.

#### **185. CLERK'S REPORT**

##### **a) Min 158 various items**

The clerk advised that all NLC jobs had been reported and acknowledged.

##### **b) Min 158f Village Bench on Wendover Road**

Cllr Poole had spoken to Sheena at NLC and an alternative site suggested outside the Co-operative Store. It was agreed that the Clerk write to the Co-op seeking their permission.

##### **c) Min 158l – Wendover Road sinking drains and footpaths**

Cllr Mrs P Skelton had advised the clerk of the locations of the issues and NLC have been notified.

##### **d) Min 158n – Telephone kiosk**

The clerk advised that the necessary paperwork had been completed and returned to the Heartbeat Trust for the adoption of the redundant telephone kiosk

##### **e) Min 158s – Memorial timer**

Work has been completed on the replacement timer at the Memorial and invoice received.

##### **f) Min 172 – Glendale – Method statement and copy of Liability Insurance**

The clerk advised that the requested paperwork had been received from Glendale.

#### **186. MINUTES OF ALLOTMENT ADVISORY COMMITTEE 20<sup>TH</sup> FEBRUARY 2017**

- a)** The minutes of the Allotment Advisory Committee were circulated to all members prior to the meeting. An amendment was made to a misspelling of Cllr. Mrs B Todd in members present. Following the amendment the minutes were agreed to be a true record and duly signed by the Chairman.

*Councillors M Proctor and T Foster declared a personal interest as Allotment holders.*

- b) Annual rent** – It was agreed to accept the recommendation to increase the annual allotment rent payments for Garden allotments, based on 1/8<sup>th</sup> acre being £10/year.

The clerk clarified that the small holding plot increase to £12 had been based on a half yearly payment. It was resolved that the Small Holding rent would be £12/half year- £24 per year.

Signature

Date

- c) **Tenant expenses** – It was agreed to accept the recommendation for tenant expenses for 2017/18 to be Garden plots £9.50; Small holding plots £3.50
- d) **Clerks Report**
- i. Min 530a – West View entrance gate – Mr R Benson has been asked to carry out the work of re-setting the post of the existing gate.
  - ii. Min 530b – Rabbit control – The clerk reported that Mr R Benson was agreeable to using his ferrets to help control the Rabbit problem.
  - iii. Min 534c – Rent collection date – The clerk advised that arrangements had been made for Wednesday 12<sup>th</sup> April 4.30pm-5.30pm in the Village Hall entrance.
- e) **Allotment watch letter** – The clerk read out the letter received from Safer Neighbourhoods for proposed circulation to Allotment holders regarding the setting up of an Allotment Watch. It was agreed to send the letter out to Allotment holders with the Annual rent notices in March.
- f) **Allotment road** – All Councillors who had inspected the Allotment road advised that it was in a suitable condition.

**187. MINUTES OF PLANNING MEETING 27<sup>th</sup> FEBRUARY 2017**

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

a) Matters arising

*Cllr A Holmes declared a prejudicial interest and left the room prior to discussion*

Min 181a – PA/2017/133 – to retain the change of use of former agricultural land to garden land.

The point was raised regarding the situation of any neighbouring residents who had not applied for planning permission. The chairman advised these would be dealt with by NLC enforcement if required.

**188. POLICE MATTERS/NATs**

- a) The clerk advised that a crime report hadn't been received this month.
- b) Cllr N Poole advised that he had attended a NATs meeting on 27<sup>th</sup> February 2017. PCSO Horsfall was in attendance. There were no specific issues concerning Messingham Parish.
- c) An email had been received from a resident on Manor Farm Close reporting that a neighbour had seen two males wearing hoodies, trying car and house doors, on his cctv camera, Clerk to ascertain whether this had been reported to the police.

**189. PLANNING**

a) **Planning Applications before NLC**

PA/2017/273 – D Kempshall, 9 East Green – permission to erect a 2 storey rear extension. It was resolved NO OBJECTION

PA/2017/292 – M Stamp, Highfield Farm, Butterwick Road – permission to change the use of land to site a static caravan for temporary residential accommodation. It was resolved NO OBJECTION.

b) **Planning Decisions by NLC**

PA/2017/26 Meffen, 9 Elm Way – Extension and demolish conservatory – APPROVED

PA/2017/40 – Porter, 14 Leaburn Road – to erect single storey extension – APPROVED

PA/2017/47 – Quickenden, Tinkers Roost – alterations and extension – APPROVED

PA/2017/130 – Goodchild, 65 The Meadows – application for the requirement for prior approval of extension – NOT REQUIRED

PA/2016/1603 – Krajnik, rear 68 High Street – permission for conversion of barn and outbuildings to create a new wedding venue and bridal suite with associated landscaping and car parking - REFUSED

PA/2016/1371 – O'Sullivan, The Hall, Northfield Road – permission for a tennis/paddle court – APPROVED – permission valid for three years from the date the use of the tennis/paddle court commences.

Signature

Date

**c) Planning before NLC Planning committee**

The clerk advised that the following applications were due to be considered by NLC planning committee on 8 March 2017;

PA/2017/2033 – Walkers, off Temperance Avenue – to erect 5 dwellings and one pair of semi-detached houses. Cllr N Poole advised NLC decision deferred pending a site visit.

**190. FINANCE****a) Passed For Payment:**

1.	Salaries & Wages	1109.71
2.	D Jacklin – mole control	84.00 online
3.	Messingham Village Hall – monthly rent	226.00 online
4.	Three.co.uk – mobile contract clerk	24.40 dd
5.	Builders Merchant	27.65 online
6.	Glendale – Grass cutting Holme Meadow	96.52 online
7.	Office Friends – Copier paper	23.88 online
8.	BW Ross – construction of allotment path	69.00 cheque
9.	M Wright – memorial timer and installation	211.97 online

**Monies received**

10.	P Chapman – Allotment deposit	25.00 cheque
11.	M May – Allotment deposit	25.00 cheque

It was resolved that the payments be approved.

**b) Service Level Agreement**

To receive and give consideration to the renewal quotation received from NLC for the 2017 service level agreement. Quote received £6065.14 excluding plants compared to £3076.52 for 2016/17. Following a discussion it was resolved to consider obtaining other quotations, as time was limited for summer planting it was agreed to ask NLC to quote for summer only bedding. It was suggested contacting other local parish councils, along with local garden centres. Agreed to defer decision until next meeting.

**c) Playing Field Access Road**

The clerk advised a letter had been received from the land owner, giving permission to carry out repairs to the road at no cost or liability to themselves. Three quotations had been received. *Due to the confidential nature of the business to be discussed it was moved that this item be discussed at the end of the meeting under confidential items. Agreed.*

**d) Armed forces day**

A letter had been received requesting funding towards running the Armed Forces day on Sunday 18<sup>th</sup> June 2017 at Bottesford. It was agreed to donate £50 from the Chairman's Allowance.

**e) Kealhome Lighting**

To consider quotation regarding lighting on Kealholme Open Space. It was resolved to defer any decision until 2017/18 precept meeting.

**f) Internet Banking**

To consider and approve registration for internet banking for the Clerk. It was resolved to approve registration of the bank account under the Banks telephone/internet banking service. Forms to be signed by signatories in accordance with the Bank mandate.

**g) ERNLLCA Planning Day**

It was resolved that Cllr N Poole and the clerk attend the Planning Day on Friday 24<sup>th</sup> March at The Village Hotel, Hull.

Signature

Date

- h) **Goal post funding**  
Messingham Football Club had supplied details of The Football Foundation scheme which offers up to 50% grants for replacing unsafe goalposts. It was agreed to submit an application.
- i) **Play area inspection**  
To note inspection report for June 2016 and to consider action to be taken. It was resolved to continue with previous resolution to bring forward the playground inspection to assess the present condition.
- j) **Holme Meadow standing water**  
Email received from Mr R Harkness – Messingham Junior football club – two matches were postponed from pitch 2 on 12<sup>th</sup> March due to standing water in the low-lying areas of the field. It was agreed to speak to Mr R Chappell farmer/drainage contractor for inspection and advice.

#### 191. GENERAL ITEMS OF BUSINESS

- a) **Child Protection Policy - Min 169**  
Response received from ERNLLCA confirming they advise that the policy supplied is the most appropriate. It was resolved to adopt this policy. Clerk to enquire and arrange in-house safe-guarding training.
- b) **Holme Parish - Min 163**  
Matthew Nundy from NLC, who had spoken at the Parish Council meeting in February, had supplied maps outlining the parish boundary of Holme. Studying the maps it would be understood if Raventhorpe residents wished to join Broughton. It was unanimously agreed to accept Holme residents into the parish of Messingham.
- c) **Risk Assessment Review**  
The clerk had reviewed and updated the current risk assessment, and circulated to all councillors prior to the meeting. It was agreed that the risk assessment be accepted.
- d) **Statement of Publication**  
A response had been received from ERNLLCA regarding the submitted statement of publication for their inspection. ERNLLCA suggested consideration be given to adopting an Equality & Diversity Policy, Health & Safety policy and records management system – model policies had been provided and circulated to councillors prior to the meeting. It was agreed to adopt all these policies and incorporate into the statement of publication.
- e) **Northfield Road - Min 167**  
Plan received from NLC of initial draft suggestion for additional double lines on Northfield Road. It was agreed that the proposals would go some way to alleviating the dangers, and propose they commence their informal consultations with residents.  
It was also noted that School signs still remain.
- f) **Sibelco**  
A proposal had been received from Sibelco for the opinions of the Council, for the widening of the double bends on the B1400.

*Cllr N Poole declared a personal interest as a Parish Council representative on the liaison committee*

It was felt that widening the road would lead to increased speed, resulting in road safety issues. It was agreed not to support the proposal of road widening, and to reiterate consideration be given to a haul road.

#### 192. COUNCILLORS REPORTS – There were no reports

Signature

Date

**193. CORRESPONDENCE FOR DISCUSSION/DECISION**

- a) CPRE - It was agreed to send an entry into the best kept village competition 2017
- b) TWIGMOOR SIDE ROAD – request received from a resident to receive an update. It was agreed to defer this pending receipt of information.

**194. CORRESPONDENCE FOR INFORMATION**

- a) NLC – Forthcoming meetings – circulated and to be placed on notice board
- b) NLC – details of the early planning stages of a new single Local Plan – Clerk to make enquiries regarding Parish Council consultation/ time scale to formally respond.
- c) NLC – Winter Service review – 6 June 2017 at Normanby Hall. Noted
- d) Lincolnshire County Council – Advance notification of improvements on the A159 Laughton Wood Corner. Noted.
- e) Messingham Show Committee – Saturday 18<sup>th</sup> March 2-4pm information afternoon in Messingham Village Hall. Noted.
- f) ERNLLCA – Annual governance statement – Assertions required for the annual return – circulated by email. Noted.
- g) Estuary TV – local broadcaster. Noted for future use.
- h) Richard Dixon – internal auditor – email received detailing information required for the internal audit.
- i) NLC rate demand 2017/18 – it was noted that this was £0.
- j) ERNLLCA – Induction session for new clerks, Wednesday 26<sup>th</sup> April 2017, free of charge. The clerk informed that she would be attending.

**195. VILLAGE COMPLAINTS/COMPLIMENTS**

- a) WENDOVER ROAD POTHOLES – it was noted that NLC spray painted areas last week, but numerous damaged areas unmarked.
- b) CO-OP VERGE – newly repaired verge with posts, damaged by delivery lorries.
- c) CHURCH STREET PATH –compliment on the good condition of the footpaths.
- d) BRIGGATE DRIVE – previously reported street light 22-24 still not working

**196. DATE/TIME/VENUE OF NEXT MEETING**

- a) The next meeting was confirmed as Monday 10<sup>th</sup> April 2017 at 7.15pm in the Village Hall, Messingham
- b) The Annual Parish meeting date is to be arranged by the Clerk and circulated.

**197. To consider the exclusion of the public and press 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 business to be discussed.** It was resolved that the press and public be excluded.

**198. STAFFING MATTERS****a) Gardener/Handyman**

Items were discussed regarding recruitment of a gardener/handyman.

It was agreed to ask Glendale to quote and the Clerk to agree a price for cutting the grass in the Children’s play area during the interim period.

**b) Playing field access road – min 190c**

The three submitted tenders were considered. It was resolved that the clerk request a plan to determine the exact area quoted for.

THIS CONCLUDED THE BUSINESS OF THE MEETING. Meeting closed at 9:27pm

Signature

Date