

Minutes of the **Parish Council** meeting held in Messingham Village Hall on **Monday 25th November 2013** commencing at 7.30pm.

PRESENT: Councillors N Poole (Chair), J R Walker, Mrs G Sherwood, A Clark, Mrs B Todd, J McKellar-Main, J Mountain, W Elsome, J England, P Wright, M Caley and T Foster; one member of the public and the Clerk.

100. APOLOGIES FOR ABSENCE

Received from Councillor Mrs J Briggs

101. DECLARATIONS OF INTEREST

The Clerk advised that Dispensations given to Councillors would be valid for the duration of the current term of office. The Chairman explained that the rules governing a declaration of interest still applied but that members would be permitted to take part in debate and voting if the council became inquorate by virtue of their interest.

1. Councillor N Poole – Bowls Club application for grant aid – personal and prejudicial as member of bowls club
2. Councillor J England – Playing Field application for grant aid – prejudicial as Vice President of the Playing Field committee.
3. Councillor J Walker – Clerk’s Salary & Allowance – prejudicial as husband of the Clerk
4. Councillor W Elsome – Playing Field application for grant aid – personal as trustee of playing field committee
5. Councillor Mrs G Sherwood – Playing Field application for grant aid – prejudicial as treasurer of the Playing field committee; Bowls Club application for grant aid – personal in relation to the bowls club.
6. Councillor J Mountain – Playing Field application for grant aid – personal as member of playing field committee
7. Councillor M Caley – Village Hall application for grant aid – personal as Parish Council representative to village hall committee
8. Councillor A Clark – Bowls Club application for grant aid – personal as member of bowls club

102. ANNUAL PRECEPT

The Chairman explained that NLC propose to again offer the Council Tax Benefit Support Grant to those town and parish councils that do not increase their precept. Councillors were reminded that the precept for 2013/14 was set at £47,000. It was agreed to take this into consideration.

a) Summary of 2013/14 Budget

A summary of expenditure to date with supporting notes was circulated to all members prior to the meeting. It was agreed to accept this summary as a basis to agree the 2014/15 budget.

There were no questions.

The Bank Reconciliation was approved.

b) Salaries/Wages Review

1. Clerk's Salary

Councillor J R Walker left the room prior to discussion.

The Clerk explained that the NALC salary scale information for 2013, which had not been available for the 2012/13 budget, indicates that the Clerk has been paid at the SCP35 rate rather than the agreed scale of SCP34. It was agreed that a pay freeze be applied to the 2012/13 rate, but it was agreed that the additional hours spent by the Clerk in the Old School project and the current MUGA project would offset any overpayment in 2013/14.

Salary = 15 x 15.33 per hour x 52 = £11,957.40 per annum + holiday pay = 35 x 15.33 = £536.55 = £12,493.95 total pay + employers NI contribution

2. Clerk's Allowance

It was agreed to make no increase = £590 per annum.

3. Play Area Attendant

It was agreed to make 1.5% increase to the pay rate for 2014/15 to £135.25 per month = £1623.00 per annum

4. Handyman

It was agreed to make 1.5% increase to the pay rate for 2014/15 to £7.76 per hour.

The Clerk provided a summary of the handyman's hours for the year 2012/13 for information.

c) 2014/15 Budget

1. Administration

Including Clerk's Salary & allowance of approx. £13,600; Village Hall office/storage £2860; plus general administration costs – **total budget £21,000**

2. Play Area

The cost of replacing the climbing frames or refurbishing the safety tiles was discussed but it was agreed to consider this further when other budget requirements have been agreed. Including Play Area Attendant salary of £1623 plus general maintenance costs – **total budget £2000**

3. Handyman

Including gardening duties – **total budget £2500**

4. Holme Meadow

It was noted that the drainage work is completed but that weed spraying and fertiliser will be needed – **total budget £2000**

5. Grass Cutting/Churchyard

A quotation from Veolia Environmental for the 2014 had not been received but It was agreed to maintain the number of cuts to the churchyard and other areas, starting in April and finishing in October as required – **total budget £6000**

6. Pest Control

No increase notified – therefore **total budget £800**

7. Memorial

It was agreed to maintain the 2013/14 **budget £750**

8. Village Enhancement

It was agreed to continue using NLC for flowerbed maintenance at the Memorial, Brigg Road and Benson Close. The Clerk reported that the In Bloom group had expressed a wish to have hanging baskets on the High Street which could be provided and maintained by NLC but it was agreed that this would be beyond a reasonable budget. It was agreed to maintain the 2013/14 **budget £3300**

9. Chairman's Allowance

It was agreed to reduce the budget by £50= **budget £250**

10. MUGA Project

Various quotations were noted between £60,000 and £96,000 excluding floodlights and mains electricity supply costs. The Chairman advised that the grant potential from NLC was £30,000-50,000. A Public Works Loan was discussed and it was noted that a fixed rate of £4.25% would be applied. It was agreed that a Public Works Loan be used for the balance of the project, after funding. It was also agreed that the reserves would be sufficient to cover incidental expenses, including the first payment of the loan but that a nominal sum be set aside in the budget. **Budget £1500**

11. Miscellaneous

The Play Area tiles refurbishment/replacement of climbing frames was again discussed. It was agreed that this could be considered more fully after the annual inspection but that any major expense could be incorporated in the Public Works Loan . It was agreed to make a nominal budget for unforeseen expenditure. **Budge £1000**

d) **Applications for Grant Aid (£137)**

It was noted that to keep the budget to £47,000 only £5,900 would be available for S137 applications. All applications were considered individually and granted as follows:

1. Messingham Village Hall – *Councillor M Caley left the room prior to discussion.* £2000 requested for CCTV repairs; toilet refurbishment & decoration of entrance in Village Hall. Granted **£1000**
2. Messingham Memorial Playing Field (*All playing field committee members left the room prior to discussion*) - £2000 requested for CCTV renewal. Granted **£1000**
3. Messingham Methodist Chapel - £5423 requested for roof repairs and replacement of stolen lead. Granted **£2000**
4. 1st Messingham Guides - £700 requested for replacement of camp store doors. Granted **£200.**
5. 2nd Messingham Brownies - £400 requested towards Girl Guiding census fees. Granted **£100.**
6. Messingham Bowls Club – *Councillors N Poole, Clark & Mrs G Sherwood left the room prior to discussion* £1500 requested towards the removal of a hedge and replacing with fencing. Granted **£500**
7. 1st Messingham Rainbows - £1000 requested for new equipment, games plus storage cupboard. Granted **£200.**

8. 6th Scunthorpe (Messingham) Scout Group - £560 requested to purchase printing equipment. Granted **200**.
9. 6th Scunthorpe (Messingham) Scout Group (Beaver Section) – £250 requested to purchase craft equipment. Granted **£100**.
10. HWRCC Community Transport – Donation requested towards running costs of the community transport service. Granted **£100**

e) 2014/15 Precept to NLC

A total budget of £46,500 was agreed as follows:

Min Ref	Detail of Expenditure	Budget
102c/1	Administration inc. Clerk's Salary & Allowance	21,000
102c/2	Play Area	2,000
102c/3	Handyman	2,500
102c/4	Holme Meadow	2000
113c/5	Grass Cutting	6000
102c/6	Pest Control	800
102c/7	Memorial	750
102c/8	Village Enhancement	3300
102c/9	Chairmans Allowance	250
102c/10	MUGA Project	1500
102c/11	Miscellaneous	1000

GRANT AID – Section 137

102d/1	Messingham Village Hall	1000
102d/2	Messingham Playing Field	1000
102d/3	Messingham Methodist Church	2000
102d/4	Messingham Guides	200
102d/5	Messingham Brownies	100
102d/6	Messingham Bowls Club	500
102d/7	Messingham Rainbows	200
102d/8	Messingham Scout Group	200
102d/9	Messingham Scout Group – Beavers	100
102d/10	Voluntary Car Service	100

A proposal to precept £47,000 was unanimously agreed.

THIS CONCLUDED THE BUSINESS OF THE MEETING