

Minutes of the **Parish Council** meeting held in Messingham Village Hall on **Monday 7th December 2015** commencing at 7.30pm.

PRESENT: Councillors N Poole (Chair), Mrs B Todd, J McKellar-Main, W Elsome, J England, M Caley, Mrs P Skelton, Mrs G Sherwood, Mr K Sylvester and T Foster; one member of the public and the Clerk.

109. APOLOGIES FOR ABSENCE

Received from Councillors Mrs J Briggs, A Clark, A Holmes, M Proctor & P Wright

110. DECLARATIONS OF INTEREST

1. Councillor J England – Playing Field application for grant aid – prejudicial as Vice President of the Playing Field committee.
2. Councillor W Elsome – Playing Field application for grant aid – prejudicial as trustee of playing field committee
3. Councillor W Elsome – Messingham Junior Cricket Club application for grant aid – prejudicial as trustee of Messingham Junior CC
4. Councillor M Caley – Village Hall application for grant aid – personal as independent member of village hall committee
5. Councillor K Sylvester – Messingham Junior Football Club application for grant aid – personal as member of football club
6. Councillor Mrs P Skelton – Playing Field application for grant aid – personal as independent member of the playing field committee.
7. Councillor Mrs G Sherwood – Playing Field application for grant aid – prejudicial as the Treasurer of the playing field committee.

111. ANNUAL PRECEPT

The Chairman explained that NLC will again provide Council Tax Benefit Support Grant to all town and parish councils .

a) Summary of 2015/16 Budget

A budget summary 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 2016/17 budget.

It was noted that Holme Meadow may require additional expenditure for slitting and deep tining work.

There were no questions.

b) Salaries/Wages Review

1. Clerk's Salary

The Clerk left the room prior to discussion.

The Clerk had provided details of the current salary scale and had advised that a new national pay scale and not yet been agreed.

The RPI figure for June 2015 was noted as 1%. It was agreed to make a 1% increase from 1st April 2016. Salary = £12,744.96 + employers NI contribution.

It was noted that the Clerk has announced her intention to retire in December 2016 so it was agreed that an additional budget will be required for the transition to a new clerk and possibly office space. It was agreed to allocate a further £3000 to the budget for this.

2. Clerk's Allowance

It was agreed to make a 1% increase = £611.40 per annum.

3. Play Area Attendant

It was agreed to make 1% increase = £1655.62 per annum

4. Handyman

It was agreed to make 1% increase = £8.02 per hour.

The Clerk provided a summary of the handyman's hours for the year 2014/15 for information.

c) 20016/17 Budget

1. Administration

Including Clerk's Salary & allowance, clerk transition costs; Village Hall office/storage £2938; plus general administration costs – **total budget £27,000**

2. Play Area/MUGA

Including play area attendant salary and estimated £1200 for a MUGA attendant, plus maintenance costs – **total budget £3500**

3. Handyman

Including grass maintenance duties – **total budget £2500**

4. Holme Meadow

It was agreed to maintain the 2015/16 budget - **budget £2000**

5. Grass Cutting/Churchyard

Three quotations were requested from Glendale Countryside; NLC and Green Grass Contracting. NLC had advised that they were unable to supply a quotation due to finalising a new pricing structure; and no response from Green Grass Contracting. The Glendale Countryside quotation was therefore considered and it was agreed to base the budget on this price but two other quotations required before the contract given. – **total budget £7500**

6. Pest Control

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

7. Memorial

It was agreed to maintain the 2015/16 **budget £750**

8. Village Enhancement

In the absence of a quotation from NLC for flowerbed maintenance it was agreed to estimate £4500 for this. It was also agreed to make provision for a gardener for three months during the summer of £500. **Total budget £5000**

9. Chairman's Allowance

It was agreed to maintain the current budget = **budget £250**

10. Public Works Loan

The Public Works Loan of £35,000 received in November 2014 is to be repaid over 15 years at a cost of £2930 per year. **Budget £2930**

11. Miscellaneous

The Clerk advised that the changing facility on Holme Meadow is deteriorating and will have to be replaced in near future. It was agreed that funding be sought for this expenditure rather than make provision in the budget. Agreed to make a budget for unforeseen expenditure.

Budget £1000

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

All applications were considered individually and granted as follows:

1. Messingham Village Hall –£2500 requested for modernisation of restroom facilities. Granted **£2500** .*Councillor Caley abstained from voting on this application.*
2. Messingham Memorial Playing Field (*All playing field committee members left the room prior to discussion*) - £2500 requested for additional CCTV system with a suggestion that the Parish Council pay for the equipment and gift it to the playing field. It was agreed that the parish council would not pay for the equipment but would offer half the cost as match funding. Granted **£1250**
3. Messingham Methodist Chapel - £5251 requested for new fire alarm system. Granted **£1500**
4. Messingham Junior Cricket Club - £600 requested for junior coaching equipment. Granted **£600**
5. Messingham Junior Football Club - £400 requested for portable mini soccer goalposts. Granted **£400**
6. HWRCC Community Transport – Donation towards running costs of the community transport service. Granted **£100**

e) 2016/17 Precept to NLC

A total budget of £59,580 was agreed as follows:

Min Ref	Detail of Expenditure	Budget
111c/1	Administration inc. Clerk's Salary & Allowance	27,000
111c/2	Play Area	3,500
111c/3	Handyman	2,500
111c/4	Holme Meadow	2000
111c/5	Grass Cutting	7500
111c/6	Pest Control	800
111c/7	Memorial	750
111c/8	Village Enhancement	5000
111c/9	Chairmans Allowance	250
111c/10	Public Works Loan	2930
111c/11	Miscellaneous	1000

GRANT AID – Section 137

111d/1	Messingham Village Hall	2500
111d/2	Messingham Playing Field	1250
111d/3	Messingham Methodist Church	1500
111d/4	Messingham Junior Cricket Club	600
111d/5	Messingham Junior Football Club	400
111d/6	Voluntary Car Service	100

A proposal to precept £55,000 was unanimously agreed.

112. Other Business – There was no other business to be discussed.

THIS CONCLUDED THE BUSINESS OF THE MEETING.