

# COLLINGHAM *Parish Council*

## MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7:15pm on 23 AUGUST 2018 at the Youth & Community Centre, Low Street, Collingham

Present: Councillors: C Allen, J Barrie, J Davies, M Davies (Chair), J Guest, R Scott and  
V Wright  
County & District Councillor Dobson

Clerk: C Ballantyne

In Attendance: 3 members of the public in attendance

**Action by:**

### 131 Public Forum

Linda Dales, Chair of the Collingham Medical Centre Patient Participation Group came to speak about the public meeting to be held on the 29<sup>th</sup> August with regard to the Newark Hospital. Please let people know about this event, which if a success will be repeated in the spring with information from Collingham Medical Centre.

A new Facebook group for dog owners has been set up by a resident who is keen to work with the Parish Council to address any issues around dog ownership, particularly with dog fouling – from past experience, positive messages have a more positive impact rather than the threat of a fine. This resident is happy to pursue possible sustainability grant funding from NSDC

### 132 To receive apologies for absence

Apologies from Councillors Hatton, Marshall and Musson accepted.  
Apologies from District Councillor Clarke noted

### 133 To receive any declarations of interest

All declarations of interest were under Agenda item 137 Planning  
Cllr Scott in relation to application 18/00966/FUL  
Cllrs Allen, Barrie and Guest in relation to application 18/01453/FUL – A dispensation request was received from Councillor Guest and this was given for a period of 4 years from this meeting.

**134 To receive and approve the Minutes:** of the Parish Council Meeting of 26 July 2018, previously circulated to members. These were agreed unanimously as a true record and signed by the Chair.

### 135 To receive reports from County and District Councillors

There is no problem with the bus service – the new contract has been issued and the only change after October is that there is one less service between noon & 1pm  
The Traffic Regulation Orders for the bus stops on Windsor Close and Snowdon Road are continuing to be progressed. These are likely to be implemented at the end of the year.

### 136 Finance

#### a) To Formally Note Items of Receipt for the Month:

Receipts		VAT	Total
Donations	from Collingham in the Great War	£56.50	Nil
Talks			£56.50

Burial Ground	Cemetery Fees	£270.00	Nil	£270.00
Nottinghamshire County Council	Collingham in the Great War Grant	£200.00	Nil	£200.00

All income noted. NCC Grant from Cllr Dobson received with thanks.

b) **To Approve Items of Expenditure paid by BACS since the last meeting**

Payments		VAT	Total
Blind Veterans UK	Collingham in the Great War	£56.50	£56.50

Expenditure approved unanimously

This used to be Dunstons and was the first charity that Collingham made donations to in the Great War and was requested as the beneficiary by one of the speakers.

c) **To approve Items for Payment for the Month to be paid by BACS**

Payments		VAT	Total
AEB Landscapes	Community Park - Inspections	£350.00	£350.00
Taylor Tree Services	Grass cutting/ground maintenance	£120.00	£120.00

All expenditure approved unanimously

Payment being withheld temporarily for Taylor Tree Services until NSDC have inspected the work

d) **Bank Reconciliation for the year to date** – signed by L Marshall and T Musson, to be circulated Clerk

e) To consider the Governments Technical Consultation on the 2019-20 Local Government Finance Settlement.  
Most of this does not apply to Parish Councils as we don't receive any business rates

The referendum principles – there is no comparison between the growth of an area, particularly that of a principle village and the precept – this comment to be made Clerk

**137 Planning**

a) **Applications for consideration**

18/00966/FUL	High Street (58)	Change of use from A2 to (hot food takeaway) A5 – NOT SUPPORTED unanimously, noise smell, pollution, access/traffic, economic impact, cumulative impact, health and safety, fear of crime
18/01432/FUL	Swinderby Road (15)	Householder application for the removal of existing conservatory and external store and erection of single storey rear extension – SUPPORTED unanimously
18/01453/FUL	High Street (44), Royal Oak	Demolition of existing 28 square metre rear single storey extension, new build 53 square metre single storey rear extension, refurbishment and internal alterations to pub and restaurant areas, with new beer garden with secure fencing – SUPPORTED unanimously

18/01495/FUL	Carlton Ferry Lane, Wharf Cottage	Proposed new driveway to serve Wharf Cottage – SUPPORTED unanimously with comment, it is unclear from the plans how this may impact on the PRow NC FP21A, and the integrity of this path should be maintained throughout the construction of the new drive
18/01516/LBC	Queen Street (4)	Alterations to Stables - On the East elevation of the roof we propose to address issues of water ingress with the current glazed rooflight, its associated flashing and issues with the glass pantiles. We propose to address issues with the rainwater goods with installation of a second downpipe on the West elevation of the stable block. We propose to alter the current post war crittal window with installation of a wooden flush casement window matching the opening style of the upper windows in the house and cill of the windows in the garage end of the stable block. – SUPPORT unanimously

b) **Applications Determined**

18/01061/FUL	High Street (5), Walnut Cottage	Permitted
18/01408/TWCA	The Green, South Collingham House	No objections
18/00884/FUL	Nursery Close (4)	Permitted
18/01072/FUL	Drummond Grove (2)	Permitted
18/01096/FUL	High Street (138), Copper Beeches	Permitted
18/01434/TPO	Station Road	No permission required

All decisions noted

- c) Consultation on Modifications to the Newark and Sherwood Amended Core Strategy Development Plan Document (including Main Modifications and Minor Modifications/Points of Clarification) – Cllr Marshall to be requested to provide a response to this, which will be circulated to all Councillors before submission Cllr Marshall

**138 Collingham Station Adoption**

To consider plants required to fill planters provided by East Midlands Trains. Lots of suggestions were made for successional flowering etc. As soon as the planters are placed, decision on actual content to be determined. £50 maximum budget agreed for each planter. Small versions of the Parish Council Logo to be fitted to each planter to be investigated Clerk

**139 Collingham Community Partnership Library**

- a) To receive report from meeting with Inspire – The report prepared by NCC on the meeting contained a number of errors. A draft response to be prepared and circulated prior to being sent. Discussion about the “not so mobile library” at William Bailey House, which should be added to the Community Partnership Library Agreement Cllr Scott

- b) To consider latest version of the agreement with NCC for the Community Partnership Library. Agreed that this should be sent to the Solicitor Clerk
- 140 Quarterly Review of Risk Register – Resolved that no changes are required at this time**
- 141 Annual tree survey 2017**
- a) To consider remaining inspection for the Cross Site - Report received from Councillor Barrie.
- b) To consider tree surgeons report on the mature trees at Moor Road – Resolved that the recommendations of the tree surgeon are pursued and quotes sought.
- 142 Maintenance of South Collingham Hall Bus Stop**
- To consider extent of maintenance required to address current condition – Cllr Dobson to pursue this with NCC. Cllr Dobson
- 143 Binding of Minutes for permanent storage**
- To consider appropriate method for long term storage of these documents, before being sent to Nottinghamshire Archives. Resolved unanimously that this was an excellent idea and should be pursued. Agreed that the covers should be blue with silver lettering. Clerk
- 144 Collingham in the Great War – Lighting of the Beacon**
- To consider if lighting of the beacon should be included in the list of planned events. Resolved unanimously that the fire service would be asked to organise this and a gas cylinder would be purchased for this purposes. Cllr M. Davies to approach the fire service to discuss Cllr M. Davies
- 145 Correspondence**
- a) Review of Statement of Principles for the Gambling Act 2005 and Statement of Licensing Policy Consultation, there are no comments to make as the Parish Council is not involved with any of these issues Clerk
- b) Great War Commemoration Service, resolved that Cllr Scott would discuss this with the Great War Committee and the History Society Cllr Scott
- c) Consultation on the Nottinghamshire Minerals Local Plan. Section 106 routing plan to continue – the members on the liaison committee to look at this in details and prepare a draft for circulation Cllrs Allen, M. Davies & Scott
- d) Trees on the Trent - tree planting opportunity, resolved unanimously that this should be sent to the Collingham Angling Association Clerk
- e) NALC AGM, Wednesday 14th November 6:30pm at Epperstone, resolved unanimously that Councillors Allen and M. Davies would attend as the delegates Clerk
- f) Best Kept Village Result and Judges Comments, it was disappointing as a village we are being judged against towns with many more facilities and resources, the population sizes need to be reviewed and is disheartening Clerk
- g) Proposed Traffic Restrictions Windsor Close and Snowdon Road – resolved that the amended proposals were supported. Cllr Dobson advised that more residents parking spaces are being discussed with N&S Homes. Clerk

- h) Parish Conference, Saturday 13th October 9am at North Muskham – Cllrs would happily support this event. Resolved that a letter is written to Newark & Sherwood questioning why this is now being set up by North Muskham Parish Council Clerk
- i) Secret Advent Calendar – resolved unanimously that this would be pursued again Clerk

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<b>Clerks Report</b>	<b>Agenda Item</b>
➤ Public Space Protection Orders for Dog Control for Cemeteries and Pitomy Farm Play area (once adopted) – still to be progressed	<b>17/167f</b>
➤ East Midlands Train “Adopt a Station” application – safety briefing held. Councillors who were unable to attend, will need to obtain a briefing in the future.	<b>18/8</b>
➤ Community Orchard – licenses for private accesses have been issued. No response from the residents to date. Further correspondence has been sent	<b>29f</b>
➤ Local Council Award Scheme – Quality, application submitted, awaiting feedback	<b>107b</b>
➤ Bank Reconciliation circulated	<b>120d</b>
➤ Collingham Station Adoption, plants for planters – brought forward to August Meeting	<b>122</b>
➤ Advice sought from tree surgeon on 3 trees at Moor Road	
➤ Cross site trees, brought forward to August meeting	<b>123</b>
➤ Changes made to Model Contract Document and issued to Freestyle for Skate Park Contract. Advice being sought from NALC on form of contract being used	<b>124</b>
➤ “Collingham in the Great War” – Lighting of the beacon, brought forward to August Meeting	<b>126</b>
➤ Wildflower Meadow at the Cross Site. Meeting with the Rotary concluded that the project is too large for them to handle. Projects need to be small enough to be delivered within one day. Planting of bulbs could be considered at a later date.	<b>127a</b>
➤ U3A planter at the Cross site – response sent	<b>127b</b>
➤ Traffic Management Consultation for Windsor Close & Snowdon Road – objection submitted to the proposal, along with alternative proposal	<b>128a</b>
➤ Collingham Brownies 90th birthday commemorative tree – advised of suggested location	<b>128b</b>
➤ Oak tree at South End – contractor instructed to carry out works as per the planning permission. Work undertaken 3rd August	<b>128c</b>
➤ Hydro-power Scheme at Cromwell Weir. This location is outside of the Parish and therefore the Parish Council was not consulted. NSDC have put a note on their records and should another application for this location be received, the Parish Council will be consulted	<b>128d</b>

**Other items**

- All planning consultations responded to
- Community Park Gate repair still awaited, this is regularly being chased
- Completion of the Section 106 agreement for Pitomy Farm continuing to be progressed. The developer is to continue to cut the grass and maintain the play equipment until the agreement has been signed.
- Reconstruction of cemetery wall, to be started now as suitable bricks have been sourced and agreed with NSDC conservation team

**Reports to NCC**

<b>CSC84907752</b>	Bus Services	Enquiry about Route 67 service
<b>FS84917929</b>	Traffic Signals	Traffic Issues with operation of new signals and resulting traffic flows on Low Street
<b>FS84918410</b>	Verges	Swinderby Road, opposite Collingham Brook

Street Lighting fault reported in April – Light on the PRoW at the side of the park has now been resolved. NCC have taken ownership of this and the adjacent lighting column and both have been added to their asset register.

**Reports to NSDC**

<b>None</b>		
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**R Scott**

**125** – Y&CC Kitchen Beams, access to be arranged

**J&M Davies & R Scott**

**112c** – Entry for the NALC star awards submitted

**R Hatton**

**30a - November 2018 commemoration** – QR codes for war memorials

**Skate Park**

Return of signed contract awaited  
Construction commencement press release drafted and sent to WREN for approval

**Collingham in the Great War**

Poppies are continuing to be received

- 147** **Parish Council Elections May 2019** – draft documents to raise awareness of the work of the Parish Council and the role of a councillor were discussed and it was resolved unanimously that these will continue to be progressed. All Cllrs and Clerk

The meeting closed at 20:50pm

**Abbreviations:**

**NCC** – Nottinghamshire County Council/Councillor

**NSDC** – Newark & Sherwood District Council/Councillor

**LCS** – Lincolnshire Cooperative Society

**PRoW** – Public Right of Way

**Y&CC** – Youth & Community Centre

**CDLHS** – Collingham & District History Society

**PPG** – Patient Participation Group

**SNG** – Safer Neighbourhood Group