

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7:15pm on 14 DECEMBER 2017 in the Mayfield Room at Collingham Memorial Hall

Present: Councillors: C Allen, J Davies, M Davies (Chair), R Hatton, J Guest (part), R Scott and V Wright

Clerk: C Ballantyne

In Attendance: 3 Members of the public

Action by:

197 Public Forum

Query raised with regard to the empty shop units on the High Street and under the Dentist – The landlord does not respond to queries with regard to these units and so they remain unoccupied. The loose cover is of concern, but has been reported to NSDC, NCC and HSE, all of who state it is not their responsibility and are therefore unwilling to take any action.

Query raised with regard to the Mulberries property on Station Road, which states that it is being sold with planning permission for housing development. This is not correct as the planning application has not been approved. NSDC planning department are aware of this and have asked the seller to remove this from the sale particulars. It is the responsibility of any purchaser to ensure all statements being made are correct and factual.

The Chairman provided a short update on the PPG, which has now started meeting regularly and has appointed a Chair person.

198 To receive apologies for absence

Apologies from Councillor Barrie, Guest and Musson accepted
Apologies from District and County Councillor Mrs Dobson & District Councillor Clarke noted

199 To receive any declarations of interest

None

200 To receive and approve the Minutes: of the Parish Council Meeting of 23

November 2017, previously circulated to members. These were agreed unanimously as a true record and signed by the Chair.

201 To receive reports from County and District Councillors

Cllr Mrs Dobson

The Weight Restriction on the A1133 has now been to committee and has been accepted and will be made permanent

202 Finance

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

None

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

			VAT	Total
AEB Landscapes	Community Park Inspections	£140.00	Nil	£140.00
Office Depot	Stationary	£30.56	£6.11	£36.67
Festive Lights (from reserve)	New tree lights	£293.17	£58.63	£351.80
Collingham Memorial Hall (Cheque)	Meeting Room Hire for December	£12.00	Nil	£12.00

All expenditure approved unanimously

- c) **Bank Reconciliation for the year to date** – signed by Cllrs Scott and Wright and circulated previously, noted
- d) Notification of external auditor appointments for the 2017/18 financial year Email, noted
- e) Budget Monitoring/Changes, resolved to accept unanimously
- f) To consider draft budget proposals for 2018/19. Projects and proposals (including 2018 commemoration) for 2018/19 were discussed and will be included. Need to check if there an increase in insurance following the addition of a couple of pieces of equipment by the Baby & Toddler Group. Would changes to the skate park have an impact on insurance and/or inspections?
Clerk to check

Clerk

203 Planning

a) **Applications for consideration**

17/01806/FUL - Amended	Cooney Green, Paddock End	Application to Retain the Use of Building as Outbuilding Incidental to the Use of the Dwelling – SUPPORTED unanimously
17/02178/FUL	Queen Street (9), The Saddlery	Householder application for erection of a single storey extension to existing outbuilding, including slight increase in height to ridge & eaves – SUPPORTED unanimously
17/02224/LBC	High Street (91)	1. Install new internal off white (pearl shutters) – SUPPORTED unanimously

b) **Applications Determined**

17/02173/TWCA	South End (10), Fleet Yard	No objections
17/01904/FUL	Dykes End (11)	Permitted

- c) Nottinghamshire County Council, New Minerals Local Plan consultation – to consider draft response prepared by Cllr Marshall – Cllr Marshall not in attendance and the draft response had not been received. Resolved that this is considered via email to ensure a response is submitted before the deadline. Clerk
- d) NSDC, Review of Community Infrastructure Levy, noted
- e) Training provided by NSDC Monday 22 January 2pm, Cllr M Davies and Scott to attend Clerk

204 Neighbourhood Plan

- a) To consider proceeding with a Neighbourhood Plan – the couple of meetings which have been held to date have identified a number of individuals who have specific skills, which will assist with minimising costs. Resolved unanimously to proceed with a plan for the whole parish. Upfront funding to be provided by the Parish Council until a grant is obtained to fund the plan.
- b) To consider Terms of Reference Proposed by Steering Group. Resolved that the draft terms were accepted unanimously. Any changes that may be required in the future to be brought to the Parish Council for resolution

205 Assets

- a) To consider Tree Survey, undertaken by councillors and agree any actions required. Tree surveys that have been undertaken have identified a number of issues. Resolved unanimously that quotes are sought from tree surgeons for the work which cannot be carried out by Councillors/Clerk Clerk
- b) To consider Tenders for work to walls and building at South End Cemetery. Resolved that the contract is awarded to J Warrington unanimously Clerk
- c) To consider maintenance/use of South End Phone Box – to consider use as a noticeboard. Local residents to be asked their views on this proposal, before proceeding further Clerk

206 Grants

To consider grant application from the Baby & Toddler Group. Resolved that a joint press release be prepared once the equipment is installed – this could also include a formal handover ceremony from the baby and toddler group to the parish council. Resolved unanimously that an additional carriage is added to the installation through the grant application. Clerk

Cllr Guest arrived**207 Permissive Rights of Way**

- a) Potter Hill Farm – Permission expired 2017. Resolved unanimously that this route should be retained if possible. Clerk to speak to NCC to ascertain way forward. Clerk
- b) Holly Farm Brough – Permission to expire 2019. Resolved unanimously that this route should be retained if possible. Clerk to speak to NCC to ascertain way forward Clerk

208 Fleet article for February (to be written by Cllr Musson)**209 Clerks Report****Agenda Item**

- Newark Police Station Custody Suite Closure – Letter of response received from the Chief Constable **167a**
- Public Space Protection Orders for Dog Control for Cemeteries and Pitomy Farm Play area (once adopted) – still to be progressed **167f**
- External Maintenance Contract – Documents requested and seen, contract issued. **178a**
- Linby House – issue with odour reported to Environmental Health **190c**
- Nottinghamshire County Council Statement of Community Involvement, Second Review – notified that no comments to be made this time **190f**

- Annual Tree survey, divided between Councillors – see agenda item 205a 191b
- Research on the war memorials for the Parish (North and South) has been referred back to the requestor for them to undertake and report back to Cllr Scott and Clerk on their findings, before determining a way forward 191c
- Local Council Award Scheme - Press release and letters still be issued noting of this achievement 192a
- Alternative venue for December meeting – arrangements confirmed with venue 193
- Nottinghamshire Fire Service consultation, responded to 195a
- Nottinghamshire County Council Conference, Cllrs Barrie's attendance notified and confirmed 195b
- Swinderby Road hedge, email of complaint, answered 195c
- Citizens Advice, Newark and Sherwood AGM, invitation declined 195d

Other items

- All planning consultations responded to
- Issues with Facebook have been resolved with the creation of a new community account
- Post box on the High Street (opposite the cross site) – Royal mail have acknowledged latest correspondence and will repaint the box in the near future. Maintenance programme is now every 5 years

Reports to NCC

FS63530626	Footway	Stocks Hill (Low Street to Church Street)
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Reports to NSDC

ESB375612	Dog Bin	Station Road - Relocate to footpath sign
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R Scott

190g – Nottinghamshire County Council, Review of the Guidance Note on the Validation of Planning Applications – speak to Mike Hankin to check up on some elements of this

C Allen

191c – Condition assessment of the War memorial – still to be undertaken
Sale of Brough chapel has fallen through, but the person who had shown interest previously in the building for community use, has been approached by the vendor

The Network Rail consultation meeting on Tuesday, with regard to level crossing closures, councillors to attend if possible and listen to comments being made. Other councillors may attend, but to provide coverage of the event: Councillor Allen 3-4pm, Councillor Scott 4-5pm, Councillor J Davies 5-6pm and Councillor Barrie 6-7pm

The meeting closed at 20:55pm

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

CDHS – Collingham & District History Society

PPG – Patient Participation Group