

# COLLINGHAM *Parish Council*

## MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7.15 pm on 27 OCTOBER 2016 at the Youth & Community Centre, Low Street, Collingham

Present: Councillors: C Allen, M Davies, J Guest, R Hatton, T Musson (Chair), R Scott,  
V Wright  
County & District Cllr Mrs M Dobson

Clerk: Caron Ballantyne

In Attendance: 0 members of the public

### Action by

- 175 Public forum**  
No one present
- 176 To receive apologies for absence**  
Apologies received from Cllrs Parkin, Barrie and Marshall accepted
- 177 To receive any declarations of interest**  
Clerk declared an interest in Agenda Item 181 for expenses
- 178 To receive and approve the Minutes:** of the Parish Council Meeting of 22 September 2016, circulated to members prior to this meeting. These were agreed as a true record and signed by the chair.
- 179 To receive reports from County and District Councillors**  
***Cllr Mrs Dobson***
- Issues with the NCC Online reporting system have been reported and the situation has now improved
  - The experimental night time weight limit has been objected to by the police on safety grounds – Cllr Dobson is trying to seek a way forward and believes that this will now be delayed until the new year
  - SNG – thank you to Chris for stepping in at the last meeting to Chair the meeting due to illness. Would like to suggest that at the next meeting the group agrees 2 representatives of the SNG to go to the LAG which is held twice a year.
  - Planning Permission has been granted for Cottage Lane
  - Tree on Lunn Lane is healthy and NCC Highways will not remove it. A letter has been sent to the person who raised this from NCC
  - Network Rail stakeholder board is to continue as the Collingham section is not yet complete
- 180 To Formally Note Items of Income for the Month:**

			VAT	Total
HMRC	VAT Refund	£1,765.10	Nil	£1,765.10
NSDC	Remaining ½ of Precept Grant	£12,594.50	Nil	£12,594.50
Cemetery	Burial Fees	£694.00	Nil	£694.00

Noted

**181 To Approve Items of Expenditure for the Month to be paid by BACS unless otherwise stated:**

			VAT	Total
AEB Landscapes	Community Park - Inspections	£365.00	Nil	£365.00
AEB Landscapes	Community Park - Maintenance	£280.00	Nil	£280.00
Michael Davies	Councillors mileage	£24.30	Nil	£24.30
Grant Thornton	Audit Fees	£400.00	£80.00	£480.00
Unipar Services Ltd	Speed Gun Maintenance	£229.10	£45.82	£274.92
ICO to be set up for Direct debit	Subscription - ICO	£35.00	Nil	£35.00
Clerk	Expenses for Q3	£92.64	£3.60	£96.24

All items of expenditure agreed, including setting up the direct debit for the ICO.

**Bank Reconciliation for the year to date** – signed by Cllrs Guest and Hatton

- a) and circulated prior to the meeting, noted

**Budget Monitoring** – All budget changes agreed.

- b) **Annual Return** – Thank you to the clerk for the work in getting this submitted, despite the minor observations raised. To ensure that a similar query is not raised next year with regard to reserves, consideration needs to be given to investing some of the Capital Revenues before the year end.
- c)

**182 Planning**

**Applications for Consideration**

16/01600/FUL	Fosse Road, East View	Householder application for erection of a two storey extension to dwelling house – SUPPORTED unanimously
16/01602/FUL	Fosse Road, Little Danethorpe Farm	<b>Erection of 12 stables, a turn out pen, menage and the relocation of an existing dutch barn – SUPPORTED unanimously</b>
16/01603/FUL	Fosse Road, Little Danethorpe Farm	Application for the residential conversion and extension of two traditional redbrick and tile barn buildings to form 2 No. dwellings – SUPPORTED unanimously with the proviso that the properties remain associated with the main house and are not permitted to be split up
ES/3579	Land at Langford Quarry	Proposed Southern and Western extensions to existing quarry with restoration to water, nature conservation and agriculture together with revised restoration of existing workings and retention of existing plant site and site access – SUPPORTED unanimously with the proviso that the screening is undertaken before the extension begins

## Applications Determined

16/01211/FUL	Cottage Lane (25)	Permitted
16/01406/TWCA	Lunn Lane (11), Lime Tree Farm	No Objections
16/01427/TWCA	Newark Road (8), Gardeners Cottage	No Objections
16/01447/TWCA	High Street (98), Markham House	No Objections
16/01545/TWCA	Low Street (5), Pine Lodge	No Objections
16/01546/TWCA	Bell Lane (17)	No Objections

Decisions noted.

- 183 Council Tax Referendum Principles – Important Consultation (brought forward (165g September))**  
 Template letter provided by NALC to be used as a basis for a letter to be sent by the clerk to Robert Jenrick MP, Secretary of State for Communities and Local Government, NCC and NSDC Clerk
- 184 Revenue Expenditure**
- a) Maintenance of Council Buildings – Returned Tenders  
 Insufficient tenders submitted to date – to be postponed until next month. Clerk to chase responses. Clerk
- 185 Correspondence**
- a) Can you commemorate Holocaust Memorial Day 2017? – information to be sent to: Scouts, History Society, John Blow School year 6 and all churches Clerk
- b) Churches together invitation – Reply to be sent for Chris x 2, Val and Tim to attend. Wreaths to be requested Clerk
- c) Balderton Parish Council invitation to Remembrance Service at Winthorpe Air Museum. Rick and his son to attend Clerk
- d) Letter with regard to the relocation of the Post Office and Traffic Issues – letter back including the letter we received from the Post Office. Key points to note: Yellow lines on the High Street would encourage speed. Highways have said there is nothing that can be done. We are only a statutory consultee and can't make any decision, only make notes. The Parish Council decisions on planning are often overruled Clerk
- e) Letter with regard to the removal of ancient tree on Swinderby Road – Query has been raised with NCC, when this was removed, Maureen will chase this up. Suitable reply to be written once this information is known Maureen/  
Clerk
- f) Harry Johnson Awards – Letter from the organisers with result of entry – we did not win this, but there were some nice comments which everyone agreed should be published on the website Clerk
- g) NALC – Employment Training Event 1<sup>st</sup> November at Ollerton. No one interested at this time. Clerk to request a copy of any training notes Clerk
- 186 Fleet Article for December/January** – Resolved that Cllr Hatton would do this edition. Several topics were suggested for including. Cllr Hatton
- 187 Clerks Report**
- |   | <b>Agenda Item</b> |
|---|--------------------|
| ➤ Insurance policy renewed and payment made of £3,026.19  | 165 c              |
| ➤ Internal cleaning of Y&CC 50% of cost payment made of £75   | 165 f              |
| ➤ NSDC Plan Review – Proposed Comments, sent along with the additional notes prepared by Cllr Scott and all copied to County & District Cllr Mrs Dobson | 166 b              |

- Community Facilities Grant Application for further consideration from the Tennis Club – Notified the applicant that this grant had been awarded and monies sent 168
- New Laptop purchased and files transferred. Old laptop decommissioned 171 a
- Fly Grazing Consultation responded to and final versions requested to be placed in the library and on the website for reference 172 a
- NSDC Parish Conference, places booked and attended – informative evening, including networking with other Parish Councils 172 e
- Winter Service Offer from NCC accepted as the Fire Service have the space to store this 172 j

#### Other items

- Planning application consultations responded to
- All other actions (not reported above) are included in the Agenda for the October meeting
- Everything in place for Auto Enrolment Staging Date of 1<sup>st</sup> November 2016
- Attended the Community Orchard AGM on 12<sup>th</sup> October. The orchard continues to grow and develop with a good harvest this year. A Nottinghamshire plum tree has been identified, the committee will try to acquire this variety for adding to the collection.

#### Reports to NCC

FS8383176	Gullies	High Street - adjacent to the traffic lights (south side)
FS8384081	Gullies	Dykes End, The High Street
FS8523485	Gullies	Low Street - outside North Church, blocked with leaves - see report to NSDC
FS8562179	Street Lighting	Queen Street 3 and Crew Road 10 out
FS8994433	Street Lighting	Fisher Close Number 1 out
FS8994652	Street Lighting	Woodhill/South Scarle Road light in the trees
FS9005821	Street Lighting	Swinderby Road light in the vegetation
FS9005985	Street Lighting	Bell Lane light in the trees
FS9096073	Street Lighting	Swinderby Road 10 out
FS9096586	Street Lighting	Dykes End 1 Glowing red

- Damage done during the High Street works to the grass at the Cross Site reported to NCC, who have asked the contractor to investigate and report back

#### Reports to NSDC

Litterbin	Bins over-flowing - Swinderby Road/cross path, village centre & South Collingham Hall bus stop
Road Sweep	Low Street outside North Church - Carriageway and Footway, also White Hart Lane

### **Cllr Allen**

- Speed Watch

At the request of Cllr Dobson members of the team carried out a couple of sessions on the High Street on the corner with Vicarage Close to ascertain what the speeds were as it is assumed that a high number of drivers exceed the speed limit. This position on the High St has been used before and we recorded slightly higher numbers.

On one occasion some 200 vehicles were counted over a 75 minute period and none were caught exceeding the 35 mph that the systems allows. On another occasion with less vehicles passing only 3 were recorded, 2 at 35 mph and the other at 38 mph.

There is little point in trying other sections of the High St where there are usually parked vehicles which generally slow the traffic from the traffic lights to Swinderby Road.

### **Cllr Scott**

- Parish conference 3 October 2016:

Slides have been circulated and speakers always speak to slides.

I attended the session on 'Devolution' which was not about the East Midlands Devolution of powers and monies but about devolution of services to parish and town councils with, apparently, no money. The session was addressed by Alan Mellor. Town Clerk of Newark Town Council. The talk had little of interest for parish councils as Newark Town is very wealthy and likely to become more so with the CIL contribution from the Newark Growth Point.

Newark Town Council had hammered out a very complex and detailed agreement with NSDC for a total of £3.8m over twenty years in return for taking over various services. (Most services parish councils take on would not be funded.) When questioned Mr Mellor said they had not needed to get legal advice on this, the matter was dealt with in-house, a facility unavailable to most/any(?) parish councils. I did note that all maintenance and work on play areas for the town had been the responsibility of NSDC before this agreement unlike Collingham play area which has been the responsibility of the parish council. This means that our residents have been supporting the costs of others play areas as well as our own, which is double taxation. The same arrangement applied to Ollerton play area.

It was suggested that more volunteers could be recruited to carry out these services if money did not follow the devolution, as is more likely.

- Meeting with Inspire library service 4 October 2016:

Clare Tobin and Liz Edwards attended, Inspire will issue a Service Level Agreement to be agreed by the Parish Council. Recruitment of new volunteers will follow. When Inspire issue a newsletter to volunteers copies will be sent to PC representatives (Jane, Chris and me), they will aim for a Spring 2017 Community Library handover. Inspire will continue to provide books and equipment and be responsible for the lease, advice and expertise will be available for service from Newark Library. Volunteers will staff Collingham Library with a volunteer co-ordinator. Training of volunteers will be the responsibility of Inspire.

Since the move to 71, Collingham Patchwork Club (which was started in the Library) have been making a wall hanging based on Collingham village sign, Inspire have agreed this will be hung in the entrance area of 71. It is now with the framers and Inspire have asked if we would arrange publicity when it is in place. The work was financed by a grant from NSDC.

- Collingham and District History Society lecture 19 October 2016:

Congratulations to CDLHS for organising an outstanding event, on the 800th anniversary of King John's death in Newark, at Newark Town Hall. The lecturer was Professor Stephen Church, an eminent medieval historian from the University of East Anglia and the event was completely sold out. Excellent lecture, beautifully organised in a superb setting and a pleasure to attend.

- An invitation for 8 November 2016 Youth & Community Association AGM at 7.30 pm. Everyone welcome, tea and coffee will be served from 7.15 pm.

***166c Collingham future available housing land for small developments and review of existing infrastructure – Cllrs Allen, Davies & Scott***

- We held a meeting and looked at all the possibilities where developments of all sizes could happen. We felt it best to see to whom NSDC have contacted in the village rather than bring to light those we have envisaged. It's frightening to see how the village could expand inside and outside the village boundary.

***167 End of World War 1 commemoration (November 2018) – Cllr Scott***

- I have contacted groups who had enquired plus making contact with other groups. Brief piece to be put in November Fleet, liaising with Cllr Davies to see if room in Parish Council page or separate block.

***169 Community Park – Cllr Guest***

- Consultations have been carried out with Collingham Cubs on 14 September and at Collingham Show on 17 September. Lots of valuable feedback was gathered which will help support future grant applications.
- A 'Skate Park Advisory Group' meeting was held on 11 October at the Fire Station. Next step is to agree Terms of Reference, Roles and next steps.

***170b Grass Cutting / Hedge Maintenance Contract – Cllr Scott***

- contact with Mark Speck made, but so far difficult to find date we both can do. Clerk to meet as unable to find suitable date. Examining Notts CC grant to see if applicable to work for wildflower meadows. Researching article in RHS magazine about local authorities who have turned areas into meadows.

The meeting closed at 8.15pm

**Abbreviations**

**NCC** – Nottinghamshire County Council/Councillor

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

**LCS** - Lincolnshire Cooperative Society

**PRoW** - Public Right of Way

**Y&CC** – Youth & Community Centre