

# COLLINGHAM *Parish Council*

## MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7:15pm on 27 FEBRUARY 2020 at the Youth & Community Centre, Low Street, Collingham

Present: Councillors: C Allen, J Barrie, J Davies, M Davies (Chair), R Fabian, R Hatton,  
D Mackenzie and T Musson  
County and District Councillor Dobson (Part)  
District Councillor Dales

Clerk: C Ballantyne

In Attendance: 3 members of the public in attendance

Action by:

### 13 Public Forum

The 3 members of the public are all new residents to the village and were interested in the activities of the Parish Council  
The Chair of the Bomber County Gateway Trust had hoped to be in attendance to give an update on progress of the construction of the iconic monument and the current funding position. **Post Meeting Note:** *Due to unforeseen circumstances this was not possible & should take place at the next meeting*

### 14 To receive apologies for absence

Apologies from Councillors French and Lloyd received, resolved unanimously to accept the reasons for absence.

### 15 To receive any declarations of interest

Cllr Fabian declared an interest in Agenda item 19c  
Cllrs Allen, Barrie and Musson declared an interest in Agenda item 20g

### 16 To receive and approve the Minutes: of the Parish Council Meeting of 23 January 2020, previously circulated to members. These were agreed unanimously as a true record and signed by the Chair.

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

#### **District & County Councillor Mrs Dobson**

#### **County Council**

The flooding is ongoing and unlikely to recede in the near future.  
A meeting is to be arranged for once the flooding event has finished for the EA and NCC to discuss the event  
A meeting has been arranged for 8<sup>th</sup> April 7:30pm at South Clifton Village Hall for anyone who would like to become a flood warden.  
3.99% increase in rates for the year 2020/21 – Cllr Dobson voted against this

#### **District Council**

Nothing to report

#### **District Councillor Mrs Dales**

Rural advice centre is open on Tuesdays and the contract has been agreed to the end of the calendar year. Councillors were asked to spread the word that the service is now operational again. The service is hoped to be increased, should there be sufficient demand  
John Pitchfork has sadly passed away and as a mark of respect the events planned for 20 year anniversary of the Rural Advice Centre will be deferred to a later date

Planning Application for Fisher Close has been called in under the scheme of delegation

## 18 Finance

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

#### Receipts

Burial Ground	Cemetery Fees	£90.00
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Noted

### b) To Formally Approve Items paid during the Month by BACS

#### Payments

			VAT	Total
Street Master	Donations - Com Park	£2,127.00	£425.40	£2,552.40
Belina Boyer	Audit Fees	£50.00	NIL	£50.00
Best4Pests	Grass cutting/ground maintenance	£80.00	NIL	£80.00
VP recycled Plastic	Capital Expenditure - Benches	£345.00	£69.00	£414.00

Approved unanimously

### c) To Approve Items for Payment for the Month to be paid by BACS

#### Payments

			VAT	Total
AEB Landscapes	Community Park - Maintenance	£348.25	NIL	£348.25
AEB Landscapes	Park - Inspections	£230.00	NIL	£230.00
Taylors Trees	Grass cutting/ground maintenance	£500.00	NIL	£500.00
Y&CC	Meeting Room Expenses	£127.50	NIL	£127.50
Notts ALC	Annual Subscription	£488.01	NIL	£488.01
Peter Byham	Bench Maintenance	£230.00	NIL	£230.00
SLCC	Subscription - SLCC	£141.21	NIL	£141.21
NSDC	Trade Waste - Community Park	£367.12	NIL	£367.12

All payments approved unanimously

### d) Bank Reconciliation for the year to date – signed by Cllrs M Lloyd and D Mackenzie circulated previously, noted

- e) Budget Monitoring and virements – resolved unanimously that all changes are made **Clerk**
- f) S106 Commuted Sum Agreement for Pitomy Farm – resolved unanimously that the agreement is signed **Clerk**
- g) To consider tenders submitted for the new fence to Pitomy Farm play area, resolved unanimously to accept the quotation from AEB landscapes **Clerk**
- h) To consider provision of dog poo bag holders, resolved unanimously for temporary ones using recycled materials to be erected as a trial to see how effective this may be in tackling the issue. Dog walking Councillors to identify locations where these may be of benefit **Cllrs**
- i) To consider donation to the Bomber County Gateway Trust, resolved unanimously to donate £1,000 to the project. Clerk to contact the Chair of the Trust to arrange payment **Clerk**

## 19 Planning

### a) Applications for consideration

20/00018/FUL	Drummond Grove (1)	Householder application to erect carport and garage – NOT SUPPORTED unanimously. Material Planning considerations, Design/materials – same type of roof/colour as the host dwelling
20/00114/FUL	High Street, Collingham Medical Centre	Two rapid electric vehicle charging stations with associated equipment to existing car park – SUPPORTED unanimously
20/00213/FUL	Station Road (53)	Householder application for single storey side/rear extension - SUPPORTED unanimously
20/00216/FUL	Westfield Lane (4), Westfield House	Householder application for erection of a wooden framed greenhouse - SUPPORTED unanimously

### b) Applications Determined

19/02001/FUL	High Street (137), Kent cottage	Granted
19/02208/FUL	Land Adjoining Braemar Farm Station Road	Granted
19/02264/FUL	Cross Lane, FIELD REFERENCE NUMBER 9161	Refused
20/00056/TWCA	Temperance Lane (5)	No objections
18/0714/CCC	Villa Farm, Folly Lane, Norton Disney	Refused

Noted

### c) Appeals Lodged

19/00277/ENF	Low Street (134), The Old Smithy	Without planning permission, the erection of a wooden structure on the rear elevation of the dwelling house
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Noted

- d) Housing Needs Survey in the Parish of Collingham, resolved unanimously that this is supported

**Clerk**

- e) Newark and Sherwood District Council Open Space Strategy - Notification of Site Visits and Information Request for Allotment Details. Allotments provided

**Clerk**

- f) Advance notice of public consultation on the Nottinghamshire and Nottingham Waste Local Plan Issues and Options document and Notice of Submission of the Nottinghamshire Minerals Local Plan, resolved unanimously that both documents were noted

- g) To consider the information presented by NSDC on Neighbourhood Planning and if this should be pursued by the Parish Council, resolved unanimously that this would be pursued. A meeting was arranged to discuss the scoping report on Wednesday 11<sup>th</sup> March at the Royal Oak, 7:30pm

**All**

## 20 Correspondence

- a) VE Day 75, Invitation to the Service of Commemoration and Remembrance at Southwell Minster on 10th May, no one available to attend

**Clerk**

- b) Invitation: WPD Annual Workshops, 3 March, it was noted that this was fully booked

- c) Public consultation on proposed new Gamete and Embryo Cryopreservation Policy, resolved unanimously that this was noted
- d) Armed Forces Covenant, resolved by majority that this would be adopted. Nominations for a champion need to be considered although this is not essential Cllrs
- e) Collingham Open Gardens - Proposed date 28th June 2020, resolved unanimously that this was supported
- f) MyNotts App, several councillors and the clerk have downloaded this, currently it is very clunky – feedback has been given
- g) Licensing change for the Royal Oak, resolved unanimously by those voting that this was acceptable Clerk

## 21 Grant Applications

- a) Community Facilities grant application from Collingham Rural Advice Centre, resolved unanimously that this is approved Clerk

## 22 Station Adoption

- a) To consider possible future improvements, resolved unanimously that all options should be pursued. Clerk to contact Network Rail/East Midlands Railways about the car park. Councillors to investigate options for additional planters Clerk  
Cllrs

## 23 Governance and Accountability

- a) To receive the interim internal audit report and agree any actions required. Resolved unanimously that no actions are required as all matters raised have now been dealt with  
Cllr Dobson arrived

## 24 Review Risk Assessments

- Litter Picking – Resolved unanimously that the amended policy be adopted Clerk

## 25 Fleet Article for March – Cllrs Lloyd & Fabian to write. Topics suggested

## 26 Parish Clerk and Councillors Reports

### **Parish Clerks Report**

### **Agenda Item**

- Public Space Protection Orders for Dog Control for Cemeteries and Pitomy Farm Play area (once adopted) – NSDC have these in place for the cemeteries and the Order for Pitomy Farm will be progressed when the relevant committee next meets to discuss such items. NSDC have requested that the play area be fenced to enable the Order to be made. Tenders have been received and have been considered at the February meeting and a contract awarded 17/167f
- East Midlands Railways advised that additional planters are required and that the cost of plants will be paid for and planted up by the Parish Council/Station Adopters. Due to the change in franchise this will need to be applied for through the East Midlands Railway Community Funds 19/118i

- Request for improvements/alterations to the High Street. **19/130f**
- Holding letter sent advising the Parish Council is awaiting an official response from NCC Highways
- Extreme Wheels Road Show contacted – Application form received to be completed. Need to determine which activities are required etc to enable a quotation to be obtained **19/155a**
- East Midlands Railway Community Funds – Previous application to be reviewed to determine which of the new funds may be applicable **19/155e**
- Annual Park Inspections – Quotation for lifting and relaying of all grass mats included as part of the precept decision. All other items raised have been highlighted to the regular inspector to address. The majority of this items raised have been resolved and Councillors Allen and Fabian have inspected them. Outstanding issues being dealt with **19/156**
- Reviewed Action Plan and Risk Register posted to the website **19/157a & b**
- Whitemoor Lane post box is inaccessible due to the condition of the verge. Royal Mail have closed the post box as a result. Clerk has contacted NCC to get the verge reinstated for residents' use, once this has been done the Post Office will reopen the box **19/162**
- The Parish Council have acknowledged the intention from NCC to extend the 30mph speed limit on Swinderby Road and have requested that other approaches are also considered in this review as previously requested **20/5**
- Bumblebee trust membership has been cancelled **20/6e**
- • Refurbishment of 3 benches – quote accepted, and work is now complete **20/6f**
- Purchase of new bench for St Johns Parish Burial Ground – has been purchased and installed
- Skatepark Community Events 2020 is being pursued **20/8a**
- Cross Lane Level Crossing closure – Network Rail advised that there are no objections but a route to accommodate cycles would be preferred **20/8b**
- Heavy Traffic on Cross Lane – this has been included in the letter to Cllr Dobson (Agenda Item 20/5) **20/8c**
- Consultation: Strengthening police powers to tackle unauthorised encampments. Response has been sent **20/8d**
- Best Kept Village Competition entry  
Item to be put on the website for volunteers ASAP **20/9**  
A budget has been allocated for 2020/21 and agreed (Agenda Item 10a)
- Newark and Sherwood District Council have received the Parish Council precept request for 2020/21 **20/10a**

#### Other items

- All planning consultations responded to
- Lighting problem on Pedestrian/Cycle bridge from the A46 over the A1 to Know How – responsibility uncertain and still being pursued
- Flood signage plan was put into action on Wednesday 19<sup>th</sup> February and

remains in place. The signing has been changed as the water level has changed in consultation with and agreement with NCC emergency Planning and Highways team. Thanks must be given to Tony from NSDC street cleansing team, who cleared the footway on Low Street by hand as there was too much for the machine to tackle. Thanks also go to MCB Brothers who came to clear Low Street on Friday afternoon so that the road could be reopened to vehicles. Some drivers chose to drive through the closure, putting themselves and others at risk, which made the clear up a priority to enable the re-opening of the road.

- Station Adopters Conference – Friday 14<sup>th</sup> February. Very useful, lots of networking opportunities with adopters and East Midlands Railway Staff. EMR are reorganising in some areas and additional staff have been recruited for Station Adoption with a named ambassador for this area of the network.

### Reports to NCC

<b>FS175988479</b>	Verge Damage	Whitemoor Lane - access to post b
<b>FS176744904</b>	Street Lighting	Day burner - LC4 Woodhill Road
<b>FS176745941</b>	Pothole	Rio Drive to High Street/Woodhill rd
<b>FS177918335</b>	Street Lighting	LC on Football Club/co-op access
<b>FS177920807</b>	Gully	The Green/Newark Road
<b>FS177922703</b>	Marker posts	Cross Lane (Swinderby Road to W Road)
<b>FS177924767</b>	Marker posts	Cross Lane (Swinderby Road to St Road)

### Reports to NSDC

ESB1103215	Pavement Sweep	North Collingham Footpath 14 (Swinderby Road to co-op)
ESB1118705	Litterbin	Empty of village centre bins (Friday 21 Feb morning were overflowing)
ESB1125800	Pavement Sweep	Newark Road

### **Gillian French**

**8e – NCC Local Improvement Scheme.** Information has been passed to Collingham Pre School

### **Michael Davies**

**Meeting with Network Rail – Wednesday 19<sup>th</sup> February.** Awaiting the notes from the evening, which will then be circulated to everyone

### **Rosemary Fabian & Mike Lloyd**

Trent Vale Trail opening will be 4<sup>th</sup> April – depending on the flood having receded.

The logo has been approved

### **Chris Allen**

Land on Low Street – the parents of the new owner were on site recently and have been advised that they need to contact NSDC if they wish to erect anything on the site or maintain any of the trees

The meeting closed at 20:45pm

For any abbreviations used, please refer to previous minutes