

# COLLINGHAM *Parish Council*

## MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7.15 pm on 26 OCTOBER 2017 at the Youth & Community Centre, Low Street, Collingham

Present: Councillors: C Allen, J Davies, M Davies (Chair), R Hatton, L Marshall,  
T Musson and R Scott  
County & District Cllr Mrs Dobson

Clerk: Caron Ballantyne

In Attendance: 5 members of the public

### Action by

#### 170 Public forum

Query with regard the Royal Oak ACV – the application is with NSDC and the Parish Council are awaiting a decision. Following the initial application 20 additional questions have been asked to which the Parish Council have responded.

Queries raised with the proposed Villa Farm site at Norton Disney. There is a public consultation meeting arrange for 1<sup>st</sup> November in Norton Disney. The developer has stated that there is new technology available which will remove any problems with any smell from the plant. Parish Council will be attending as will some of the public present.

#### 171 To receive apologies for absence

Apologies from Councillors J Barrie, J Guest and V Wright accepted

#### 172 To receive any declarations of interest

None

#### 173 To receive and approve the Minutes: of the Parish Council Meeting of 28 September 2017, circulated to members prior to this meeting. These were agreed unanimously as a true record and signed by the chair.

It was noted that whilst the minutes correctly recorded what had been said, it was incorrectly stated that “no one from Collingham was in attendance at the latest CCG meeting”. The member of the group that was in attendance has not missed a meeting yet and was upset by the comment.

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

##### ***Cllr Mrs Dobson***

Newark governors of the CCG often attend meetings via a conference call and feels that it is unfair how this was reported by a member of the public

##### ***Nottinghamshire County Council***

Work at the junction of Potterhill Road with the A46 has been put back by Highways England until March. There is a possibility that this may be delayed further to tie in with other work on the A46

The High Street surface dressing that melted in the summer has been investigated and will be re-done by Tarmac in February or March

Weight Restriction on the A1133, a meeting is arranged with officers in November, this will be going to the December committee meeting for a decision as to whether to retain or remove. The restriction did work initially

but lorries are now starting to creep back in, this is due to lack of enforcement and sat navs, which cannot be addressed until this is made permanent. All residents on the High Street had numerous letters about the operation of this restriction before its implementation. Other residents are not so informed about the restriction. The Highways Manager says there are a number of things that need to be amended slightly if retained permanently

**Newark and Sherwood District Council**

No news on any planning matters

**175 a) To Formally Note Items of Income for the Month:**

<b>Income</b>			<b>VAT</b>	<b>Total</b>
NSDC	Precept – 2nd ½	£20,000.00	Nil	£20,000.00
Western Power	Wayleave for Cable (2011-2017)	£4.79	Nil	£4.79
CDHS	Annual Rent	£1.00	Nil	£1.00

Noted

**b) To Approve Items of Expenditure for the Month to be paid by BACS:**

<b>Expenditure</b>			<b>VAT</b>	<b>Total</b>
AEB Landscapes	Community Park Inspections	£280.00	Nil	£280.00
Gerry Williams	Y&CC external decoration	£1,100.00	Nil	£1,100.00
NSDC	Annual Park Inspection	£44.80	£8.96	£53.76
Royal British Legion (Ch 300006)	Poppy Wreaths	£102.00	Nil	£102.00
Clerk	Expenses	£109.22	£3.16	£112.38

All expenditure approved unanimously

**c) To formally note Annual Payments due/items paid since last meeting**

ICO (by DD)	Annual Registration	£35.00	Nil	£35.00
Clarity Window Cleaning	For work to date on external building maintenance	£125.00	Nil	£125.00

Noted

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

**176 Planning**

**a) Applications for Consideration**

17/01806/FUL	Paddock End, Coney Green	Application to Retain the Use of Building as Outbuilding Incidental to the Use of the Dwelling – SUPPORTED unanimously
17/01904/FUL	Dykes End (11)	Householder application for proposed single storey rear extension; removal of part of existing hedge and construction of proposed screen wall; removal of existing window and doors and blocking up and new finish to exterior dining room wall – SUPPORTED unanimously

**b) Applications Determined**

17/01665/TWCA	High Street (19), The Thatched Cottage	No objections
17/01755/TWCA	Low Street (161), Millfield	No objections

Noted

- c) Amended proposals for road names on Braemar Farm, the proposed names were more suitable and unanimously supported
- d) NSDC Amended Core Strategy, noted that this will be available in Collingham Library.
- e) Notification of receipt of inspector's report - Lincolnshire minerals and waste local plan. The planning inspector agreed with the proposed document, with very few changes
- f) DGLC Planning for the right homes in the right places consultation. There doesn't appear enough about affordable homes – is this to rent or buy? Price of houses to be 8 to 12 times average salary, it is unclear how a mortgage for this could be obtained. It is proposed that each area will have different targets for providing housing. All the notes prepared by Cllr Scott to be passed to the Clerk to enable a response to be sent
- g) Public Consultation on Proposed Development of Villa Farm, Norton Disney. This was discussed in the Public Forum. Councillors to attend and voice views on behalf of parishioners

Clerk and  
Cllr Scott

All

**177 Community Park**

- a) Baby & Toddler additional piece of equipment – it was agreed unanimously that this would be permitted. Grass mats will need to be provided for this equipment, Clerk to advise the Baby & Toddler Group
- b) Lessons learnt on previous additional item of equipment. The document stating how future provision would be managed, was unanimously accepted and will be used in the future. It was agreed that the term “insist” would be used as this should protect the Parish Council from future issues.

Clerk

Clerk

**178 Assets**

- a) To consider the External Maintenance returned tenders – resolved to accept the tender from Clarity for 3 years subject to seeing Insurance and Risk Assessment documents
- b) To consider providing plaque to the new oak tree guard, village centre. Resolved to provide a plaque – resolved “presented by the Tree Charter” budget of £20 maximum
- c) To consider Ground Maintenance Contract amended specification, resolved that this was a thorough specification and should address all the contract issues currently identified  
Current contractor to be reminded to cut hedges. Consideration to be given to future agenda item for retention of monies in relation to poor work

Clerk

Clerk

Clerk

**179 Local Council Award Scheme**

- a) To consider and amend Standing Orders – Resolved unanimously to accept the amendments
- b) To consider and amend Financial Regulations – Resolved unanimously to accept the amendments
- c) To consider and amend Complaints Procedure – Resolved unanimously to accept the amendments

Clerk

Clerk

Clerk

**180 Neighbourhood Plan**

Update following meeting on Tuesday 17<sup>th</sup> October. 17 people turned up to the meeting, 3 of whom were Parish Councillors. The meeting decided that it would be useful to contact Thurgaton and Southwell Clerks to get the point of view of people who have been through the process. Everyone that attended the meeting is keen to continue along with people who have expressed an interest and were unable to attend. RCAN did suggest that an additional councillor would be useful on the group, Cllr Hatton and Marshall will both try to attend future meetings

**181 Correspondence**

- a) Information relating to Reallyusefulmaps, noted
- b) School Admissions Consultation, to be posted to the website, baby and toddler and preschool Clerk
- c) Letter from Robert Jenrick, Illegal Traveller Encampments, noted, the formal consultation is awaited
- d) CCG invitation to Neuro rehabilitation event, noted and to be passed to Cllr Barrie Clerk
- e) Remembrance Service Invitation – Methodist Church 12<sup>th</sup> November am. Invitation to be accepted and 7 seats requested Clerk
- f) Remembrance Service Invitation – Newark Air Museum 12<sup>th</sup> November pm. Invitation to be accepted Cllr Hatton and son to attend Clerk
- g) A1133 Experimental Weight Restriction – request for comments to accompany the report to NCC Communities & Place Committee. This was discussed and suggestions put forward for future improvements to this. It was felt that this has been a benefit to residents along the High Street. Comments to be sent. Clerk

**182 Fleet article for December/January** to be written by Cllr Scott, suggestions made for subjects to be included

**183 Clerks Report**

- |   | <b>Agenda Item</b> |
|---|--------------------|
| ➤ Tree Charter – Village Centre Oak now received and planted  | 147a               |
| ➤ Tree Charter – Community Park Hornbeam requested, awaiting response   | 147b               |
| ➤ Wooden structure eyesore, southern approach to traffic lights – landlord still to be contacted. Tenant is responsible for maintaining the building in the condition it was when first occupied and will undertake some maintenance in the near future. Landlords details to be provided | 152c               |
| ➤ ACV for Brough Chapel – end of moratorium reached, no community group put in an expression of interest – building now sold on the open market   | 153d               |
| ➤ CiLCA fees split with other Parish Councils as agreed & paid. Clerk now registered and submitted first documents  | 161f               |
| ➤ Data Protection Training booked and split with Harby  | 161g               |
| ➤ Contact Neil Lewis of NCC to advise of land registry application adjacent to the PRowS. Still heard nothing further from Land Registry with regard to this matter   | 162c               |
| ➤ Breamar Farm alternative development road names sent to NSDC. One accepted, one amended – see agenda  | 162d               |
| ➤ Advice sought from NALC on the accesses made from residences onto Parish Council Land (orchard) – Legal Topic Notes provided, need to read and analyse  | 162e               |
| ➤ Link Path contract awarded and unsuccessful tenderer advised  | 164a               |
| ➤ Invoice received and paid from Y&CC for painting of the fence   | 165a               |
| ➤ Bike Sculpture/Feature – This has now been dismissed, all bikes have been collected in and are awaiting collection, for storage for use at a future date  | 166                |

- Newark Police Station Custody Suite closure – letter written to Paddy Tipping and the Chief Constable and copied to Robert Jenrick 167a
- BT poles and equipment – responded noting comments and requesting to be kept informed 167b
- Royal British Legion Poppy Appeal – 10 no. lighting column poppies ordered and received 167c
- Tree Charter Invitation, accepted on behalf of J&M Davies 167d
- Community First Aid Course – information posted to the website 167e
- Public Space Protection Orders for Dog Control for Cemeteries and Pitomy Farm play area (once adopted) – still to be progressed 167f
- Holocaust Memorial Day 2018 – information posted to the website and sent to the Collingham & District History Society 167h
- Heating Oil Club – information posted to the website and noticeboards 167i
- Winter Service – Free bags of salt ordered. Arrangements made with Fire Service for storage at the Station as previously 167j

#### Other items

- All planning consultations responded to
- Problems with timings on the traffic signals reported to NCC highways to investigate by a number of residents – This now seems to have been resolved
- Local Council Award Scheme – a couple of amendments required. Amendments made and those requiring resolution by the Parish Council placed on Agenda
- Travellers on private land reported to NSDC and NCC, who have advised it is the owners responsibility

#### Reports to NCC

	PRoW	Rotten Finger post on Dykes End
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#### Reports to NSDC

Road Sweep	Low Street – whole length, The Green & Stocks Hill
Footway Sweep	Low Street – various sections which are particularly dark etc

#### **M Davies**

##### **Patient Participation Group 16<sup>th</sup> October**

7 Collingham residents, 2 doctors, Julie Andrews M&A CCG and Julie Reid. The meeting, after presentations, left only 15 minutes to discuss an approach to the issues at the Medical Centre. Better communications came out as a top priority and this will be the main topic of discussion at the next meeting 13 November.

##### **Business Club 11<sup>th</sup> October**

Once again they offered help with Neighbourhood Plan. I said that whilst I was most grateful for the help and expertise of Business Club members, it had to be seen as being under the auspices of the PC.

Given a hard time over the 'disgraceful state' of Village Centre and High Street parking etc. Explained about Landlords that will not communicate and private land.

#### **R Scott**

##### **163b – World War I Commemorations**

### **Meeting U3A Committee 10<sup>th</sup> October**

Ideas from individuals and groups were presented to the committee for presentation to the individual interest groups. I explained that the Parish Council would act as facilitator and overall organiser of any events to avoid date and duplication clashes, but it would be for groups to organise their own events and book halls etc. It was suggested that a draft programme would be written in January. Collingham and District History Society in liaison with two U3A history groups are already organising events. Further meetings would take place as and when necessary.

### **Meeting about Community Library on 9<sup>th</sup> October**

Present Notts CC Dobson, Cllrs M Davies and C Allen, two representatives of Inspire and Derek Higton, Notts CC Director of Communities and Play.

After discussion it was agreed that the lease would be detached from any agreement: that a simple agreement would be written in place of the commercial agreement and this would not contain any reference to fund raising. The Inspire representatives would send copies of a guide to the current, commercial, agreement in plain English. Mention was made several times to the Community Library Partnerships at Misterton and Sutton on Trent. Both libraries open for half of the time Collingham is open (9.5 and 10.5 hours respectively). It was pointed out to Inspire that advertisements for volunteers would be needed again because of the time lapse. It would be better if the agreement was in place before volunteers were asked for. Several of the volunteers who came to a meeting in February 2017 have now found other roles.

### ***L Marshall***

**164 c** – Pleased to advise that B&T have reached a compromise with the play equipment provider, I understand that there is still a little work to do but 95% complete

The meeting closed at 20:35 pm

### **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

**CDHS** – Collingham & District History Society

**CCG** – Clinical Commissioning Group