

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7:15pm on 25 June 2020 by video conference during Corona Virus National Emergency

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

Clerk: C Ballantyne

In Attendance: 1 member of the public in attendance (Part)

Action by:

91 Declaration of intent to record, film or photograph the meeting by members, members of the public or the press
None

92 Public Forum
No one wished to speak

93 To receive apologies for absence
No apologies received, all Councillors in attendance

94 To receive any declarations of interest
Cllr Fabian expressed an interest in Agenda Item 97c

95 To receive and approve the Minutes: of the Parish Council Meeting of 11 June 2020, previously circulated to members. These were agreed unanimously as a true record and will be signed by the Chair as soon as possible. **Chair**

Councillor Dobson joined the meeting

96 To receive reports from County and District Councillors
District & County Councillor Mrs Dobson
County Council

Following the recent drainage works on the Green, the rainwater is now successfully draining away

Libraries and the Archives will be opening on the 4th July. There will be no charges on any overdue books which are returned up to 18th August.

Everyone should be encouraged to return any books which they may have at home, however long they may have had them.

The Parish Council may wish to speak to householders about overgrown hedges rather than reporting to NCC. All Parish Councillors agreed that this was a sensible approach and the Parish Council would return to this approach

District Councillor Mrs Dales

Planning Updates:

Low Street – I have called it into committee. It is not on the 30th June agenda so I expect it will be on the next one which is 4th August

Jerusalem Farm, Skellingthorpe – NSDC planning will forward their comments to LCC if no further comment from the Parish Council. NSDC have asked that LCC take into consideration all issues previously raised, predominantly odour

and HGV movements

Newark Live at Home Befriending for Collingham

This service was set up in April 2019, originally for patients at the Collingham Medical Centre but it is open to anyone that needs it. Funded in its first year by donations from Collingham Medical Centre's partners, Collingham Village Care, The Fleet, Collingham Women's Institute, Collingham Slimming Club and fund-raising by the Patient Participation Group, there have been 23 referrals so far, of which there are 17 currently active.

During lockdown all befriending home visits have been done via the telephone instead, and this has worked well.

We have recently recruited 4 new local volunteers who learned of the service from the 'Collingham Community Conversation' calls, and we have a local venue now available for the Befriending Service to use for their training and meetings (once things are back to 'normal'!) which is at the Rural Advice Centre.

We anticipate that there will be more people who would welcome this service as we come out of lockdown. Please do let anyone you know that you feel might benefit from it that this service is available. You can access it by contacting Cheryl on 01636 674521 or via the Collingham Medical Centre.

For ongoing funding, Cheryl has enough money still in the pot to continue Collingham support for a while yet. Our aim was to apply to the next round of LIS revenue funding which would be due next year although the diversion of funds to COVID may affect that, so we will wait and see.

In the meantime, we thank you for your support, without which this scheme would not have been possible.

Councillor Dobson and the member of the public left the meeting

97 Finance

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

Receipts

Burial Ground	Cemetery Fees	£125.00
HMRC	VAT Refund	£1087.61

Noted

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

Payments

			VAT	Total
Everedge	Capital Expenditure - Miscellaneous items	£655.00	£131.00	£786.00
Kedel	Bench Maintenance	£146.93	£29.39	£176.32

Approved unanimously

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

Payments

			VAT	Total
National ALC	Local Council Award Scheme Application Fee	£40.00	£8.00	£48.00
Rosemary Fabian (Screwfix)	Bench Maintenance	£61.52	£12.29	£73.81
Trent Valley IDB	Drainage Rates	£3.42	NIL	£3.42
N W Industrial Coatings Ltd	Bench Maintenance	£60.00	£12.00	£72.00
AEB Landscapes	Community Park - Maintenance	£1,329.03	NIL	£1,329.03

AEB Landscapes	Pitomy Farm Play Area	£752.50	NIL	£752.50
AEB Landscapes	Bench Maintenance	£16.00	NIL	£16.00

Payments approved unanimously by those voting

- d) **Bank Reconciliation for the year to date** – signed by Cllrs Barrie and J Davies, noted

98 Planning

a) Applications for consideration

20/01033/FUL	Swinderby Road, Holme Farm	Proposed Change of Use, Conversion and Alterations to Part of Existing Dwelling to Create Letting Rooms for Hotel Style Accommodation – SUPPORTED unanimously
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b) Applications Determined

20/00866/TWCA	High Street (30)	No Objections
20/00806/TWCA	High Street (43)	No Objections

Noted

99 Correspondence

- a) Wildflower Meadow – Cross Site, another compliment has been received, noted
- b) New Model Code of Conduct consultation, resolved that everyone would respond individually

All

- 100 **To review Risk Register, with regard to COVID-19**, resolved unanimously to adopt

Clerk

101 Neighbourhood Plan

To consider pursuing a Neighbourhood Plan, resolved unanimously that this would be pursued and a project plan would be prepared

Clerk
& Cllr
Dales

102 Parish Clerks Report

Agenda Item

- Public Space Protection Orders for Pitomy Farm Play area – NSDC have the order for Pitomy Farm to 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 – this has now been completed and NSDC advised **17/167f**
- Request for improvements/alterations to the High Street. Holding letter sent advising the Parish Council is awaiting an official response from NCC Highways **19/130f**
- Litter picking equipment purchased – to be publicised on the website social media that this is available for residents to use **46e**
- Nottinghamshire and Nottingham Joint Waste Local plan – additional information requested **47c**
- Best Kept Village – Quotation received for fixing new edgings and accepted, awaiting installation **49**
- Annual Governance and Accountability, AGAR submitted to External Auditor, Documents posted to the website and notice boards, Internal Auditor appointed for 2020/21 **74b-d**

- Thank you bench, manufacturer advised of Parish Council decision **76a**
- Transfer of monies to manage risk has been arranged **87a**
- Trial of Jitsi undertaken, Zoom will continue to be used for future meetings, purchase of licence to be done **87b**
- "Collingham.gov.uk" domain is being pursued **87c**
- Station greening – application submitted to Community Rail Network, other grants to be pursued to minimise funding requirements from the Parish Council **87d**
- Consideration of hours and tasks for Assistant Clerk added on the next agenda **90**

Other items

- All planning consultations responded to
- Lighting problem on Pedestrian/Cycle bridge from the A46 over the A1 to Know How – To be maintained by Highways England

Reports to NCC

FS213990811	Trees/Hedges	A1133 Besthorpe Road
FS213992947	Trees/Hedges	Low Street - South Collingham Manor
FS217732400	Grass/Verges	A1133 Westbrook Lane to Level Crossing
FS217737058	Trees/Hedges	41 Dykes End

Reports to NSDC

ESB1226770	Fly tipping	Peterborough Road
ESB1235812	Fly tipping	Northcroft Lane
ESB1239565	Litterbin	New bin on the green area of the Hemplands
ESB1242009	Fly tipping	Northcroft Lane Near Mons Pool

Councillor T Musson

Hard copy minutes of previous meetings have been signed

18h – Dog poo bag holders

Cllrs Fabian and Mackenzie have identified locations. Cllr Musson to weave some from Willow to be erected on existing street furniture.

Councillor Fabian

35a – Refurbishment of metal ended benches – The bench most in need of work was at the Pinfold, this has now been removed for refurbishment, these have now been returned and will be installed following the installation of the new edgings

88b – Impact Activity reporting tool, has been signed up for and is now in use

Councillors J Davies, Fabian & Parish Clerk

36a – Alterations and additions to station planters is being progressed along with grant application to Community Rail Network

Councillors J Davies, Fabian, Lloyd & Parish Clerk

Meeting held with EMR to discuss possible station car park extension

Planning application 20/00550/FUL – Orchard Stables

NCC highways comments have been received – agreed by majority that there was no need to call an extra ordinary meeting to discuss this application again

- 103** To consider resolving that under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, the public and members of the press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the Act, resolved unanimously
- 104** To consider the draft hours proposal for an Assistant Parish Clerk, resolved unanimously that the proposed hours are accepted. A job advert to be prepared and advertised on a CV and covering letter basis. **Clerk**

The meeting closed at 20:15pm

Abbreviations:

NCC – Nottinghamshire County Council/Councillor
NSDC – Newark & Sherwood District Council/Councillor
LCS – Lincolnshire Cooperative Society
EMR – East Midlands Railway
PRoW – Public Right of Way
Y&CC – Youth & Community Centre
CDHS – Collingham & District History Society
PPG – Patient Participation Group