

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7.15 pm on 22 JUNE 2017 at The Chapel, Fosse Road, Brough

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

Clerk: Caron Ballantyne

In Attendance: 8 members of the public

Action by

- 108 Public forum**
Residents of Brough are uncertain as to why the chapel is being closed. No one knew who the minister is. Everyone was keen to see it continue as it was, especially as it is understood that it paid for itself. Everyone wanted to try and find out what might be happening with it. This is the only community building for use by the residents of Brough. It was thought a good idea for those members of the community present, to try and find out if everyone within the community would like to maintain this building for community use in the future.
There was a query about the condition of the post box near the One Stop, which is in a very poor condition. This has been reported a number of times over the last 3 years and is chased on a regular basis with the Post Office. Post meeting note: From information on the Royal Mail website – each post box should be repainted every 3 years!
- 109 To receive apologies for absence**
Apologies from Councillors J&M Davies and L Marshall accepted
- 110 To receive any declarations of interest**
None
- 111 To receive and approve the Minutes:** of the Parish Council Meeting of 25 May 2017 and the Planning Meeting of 1 June 2017, circulated to members prior to this meeting. These were agreed unanimously as a true record and signed by the chair.
- 112 To receive reports from County and District Councillors**
Cllr Mrs Dobson
Nottinghamshire County Council
- The recent surface dressing is melting in the heat – currently discussions are taking place between the highways department and the contractors as to how to resolve the problem
 - The remaining manholes and gullies, are to be done when the road is closed for level crossing works in July
 - The new chair of the County Council is going to be in the Parish on 6th September, the day of the Tour of Britain
- Newark and Sherwood District Council***
- Planning Application for Oaklands and Dykes End – decision is pending

- Castle House is nearly complete – this is the new headquarters for NSDC, Newark & Sherwood Homes and the Department of Work & Pensions in Newark, next to Castle train station

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

| Income | VAT | Total |
|--------|-----|-------|
| None | | |

Noted

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

| Expenditure | VAT | Total |
|-----------------------------------|--------------------------------------|-------------------------------|
| Doug Lyne | Emptying of compost bins at St Johns | £75.00 £15.00 £90.00 |
| AEB Landscapes | Community Park Inspections | £280.00 Nil £280.00 |
| Malcolm Lane & Son (from Capital) | Sign for South End Cemetery | £625.00 £125.00 £750.00 |
| Best4Pests | Pest Control at South End Cemetery | £90.00 Nil £90.00 |

Resolved that all expenditure was approved, unanimously

- c) **Bank Reconciliation for the year to date** – signed by Cllrs J&M Davies and circulated prior to the meeting, noted

d) **Virements**

Clerk

Resolved to ringfence £8,000 from the precept into the election reserve, unanimously

114 Planning

a) Applications for Consideration

| | | |
|--------------|-----------------------------|---|
| 17/00992/FUL | Station Road (52), Bissiney | Householder application for erection of two storey rear extension – SUPPORTED unanimously |
|--------------|-----------------------------|---|

b) Applications Determined

| | | |
|--------------|--------------------------------|-----------|
| 17/00629/FUL | Swinderby Road (77) | Permitted |
| 17/00655/FUL | Canon Stevens Close (4) | Permitted |
| 17/00701/FUL | Braemar Farm | Permitted |
| 17/00704/FUL | Low Street (36) | Permitted |
| 17/00706/FUL | Station Road, The Tennis Court | Permitted |
| 17/00750/FUL | Dykes End (43) | Permitted |
| 17/00791/FUL | South End (26) | Permitted |

noted

- c) Consultation on Planning Applications, noted that some of the material considerations had changed and supported unanimously the proposals
- d) Withdrawal of the draft Nottinghamshire Minerals Local Plan – The whole plan is being redrafted, noted
- e) North Kesteven District Council CIL Examination Report, noted
- f) Lincolnshire Minerals and Waste Local Plan site locations document – Notice of arrangement of independent examination, noted. Resolved – should LCC come back for further comments, existing statements should be reiterated

- g) Development proposal at Swinderby on Fenmarc Site for erection of up to 120 dwellings, up to 1,500 sqm of B1 commercial space, up to 20 units senior living retirement accommodation, communal play/recreational space, community car park and shop. Resolved unanimously that concerns should be raised about the sewerage, which is frequently tankered into Collingham from Swinderby. Therefore, to write to Swinderby PC, NKDC planning department, also Adam Boucher of Severn Trent Water. Letter should be copied to both MPs and NSDC planning department

115 To consider an Asset of Community Value application for Brough Chapel

Following discussions during the Public Forum, resolved unanimously that a questionnaire would be sent round residents to see if they would support such a proposal

Clerk &
Residents

116 To consider the sign design for Brough Entrance

Cllr Scott had prepared a draft of a possible sign for discussion based on the questionnaires returned asking what the residents of Brough, Danethorpe and Danethorpe Hills would like to see included. Resolved that the design is sent to the graphics department at Malcolm Lane for a draft to be produced by the graphic design department

Cllr Scott would like to express her thanks to the NCC archive department for their assistance in finding the archive material to enable this to be put together, including finding the correct spelling of Croclana.

Resolved to match fund the NCC grant (from the Capital reserve) for the purchase of this sign

Cllr Scott

117 Cemetery Advisory Group

- a) Terms of reference. Resolved unanimously to accept the revised terms Clerk
- b) To consider removal of topsoil from South End. Alternative methods of removal have been considered. Resolved unanimously that a budget of £120 be allocated to this, should a skip be required to facilitate the removal of this spoil. All other possible options to be fully investigated first and resolved as soon as is possible. Meeting with local farmer has been arranged for 6:30am tomorrow as another possible alternative – Clerk was to attend but Mrs Dobson offered to do this Mrs Dobson & Clerk
- c) To consider refurbishment of brick walls to South End. Resolved unanimously that work to the walls (including the sand bag store) should be carried out, to prevent them deteriorating further. This work should include refurbishing the roof of the store and the guttering, to prevent future water damage occurring. Clerk & Cllr Scott

Tenders to be sent to specialist masons, i.e. Jason the Mason, Bonsers and LDC restoration

Grants to be applied for from Awards for All and the Churches Trust

118 Community Park Skateboard Area

- a) Update on progress of skateboard park – Tenders are ready to be sent out to 4 companies including designs. Smaller grants are being pursued as well as a large tender for the main contract by the advisory group Clerk
- b) To consider the possible match funding with grant from NCC for path around skateboard area. Resolved unanimously that match funding from the Parish Council CIL monies would be made with Notts CC grant

119 To consider Training & Development policy for staff and Councillors

Resolved unanimously to adopt the policy as drafted

Clerk

120 Village Centre Bins

- a) To consider new liner for existing bin. Resolved unanimously to purchase new liner as the existing one is badly corroded Clerk
- b) To consider options for proposed new bin. Resolved to speak to LCS, about provision of a bin Clerk

121 Correspondence

- a) Invitation to attend NCC Civic Service – 25 June 2017 3:00pm, resolved unanimously that no one is available as 2 events in the village that day Clerk
- b) OVO Tour of Britain, resolved unanimously to agenda for next meeting, and also to find out what the co-op may have planned and the school Clerk
- c) Request from Lincolnshire co-op to place “to let” sign on Parish Council land, resolved unanimously that this could be permitted Clerk
- d) Introduction of Public Space Protection Orders for Dog Control, resolved unanimously that Cllr Scott and the Clerk should complete the questionnaire Cllr Scott & Clerk
- e) Campaign to Protect Rural England Valerie Gillespie Award, noted
- f) NALC tree Charter, resolved unanimously to sign up to this charter Clerk

122 Clerks Report**Agenda****Item**

- Additional waste bin in village centre in progress. Discussed with NSDC and NCC and can now progress **47b**
- Offer of free dog poo bags – has been accepted although currently no supplies are forthcoming. Have contacted Collingham vets about locating a supply there – they already supply bags for anyone wanting them, but did request an additional bin. Advised that any bin can be used for this purpose and there is a bin located very close to their premises already **52b**
- Land at Dykes End – Evidence summaries being gathered for submission to Notts CC. Notice has now been served on owner of land and documents submitted to NCC. Further evidence summaries to be collected **63c**
- Adopted list of Group members posted to the website **73**
- Adopted list of representatives of other bodies posted to the website **74**
- Adopted Standing Orders posted to the website **75**
- Adopted Financial Regulations posted to the website **76**
- Change of Bank Signatories underway with all three financial institutions **77**
- Adopted Risk Register posted to the website **78**
- All adopted policies posted to the website **79**
- All adopted procedures posted to the website **80**
- All adopted Risk Assessments posted to the website **81**
- Internal Auditor for 2017/18 notified of appointment **82**
- Adopted Asset register posted to the website **84**
- Asset of Community Value (ACV) application drafted and submitted **90**
- LCC advised that the Parish Council wish to continue to receive information about the Central Lincolnshire Local Plan **97c**
- NSDC requested to provide annual Park Inspection **98**

- Local Council Award Scheme – work ongoing on items not currently covered **99**
- Adopted Code of Conduct posted to website **100**
- Contacted NSDC with regard to the OVO Tour of Britain and invited to the June Parish Council meeting **101a**
- Further letter sent to Post Office with regard a Post Box in the village centre **101b**
- Cubs notified on plots of land identified for “Million Hands Project” **101d**

Other items

- All planning consultations responded to
- Ground Maintenance Contract continues with issues being raised following each visit. Areas which were cut at the start of the contract have been omitted on subsequent visits. Liaising with the contractor as soon as issues highlighted to try and resolved as quickly as possible.
- Clerk and Chair spent an hour tidying up in St Johns due to complaints about the mess left by the contractors
- Cemetery Advisory Group met and discussed a number of issues at both burial grounds. Cllr Allen put up the new South End Cemetery sign and trimmed the hedge at the back of the bench to enable it to be used. Following this, Clerk, Cllr Scott and Mr Scott spent an hour tidying up & doing odd jobs at South End Cemetery.
- Felled tree over the Fleet, followed up with the Internal Drainage Board – awaiting a response
- Concern raised by a resident, about the maintenance to the grave of Charles Constable Curtis in All Saints Churchyard. He donated land to and did many good works for the people of the village. Contacted the Parochial Church Council (PCC) and discussed. This will be raised at the next PCC meeting. It is believed there is no family left in the village to maintain the grave and the cross has been laid down to make it safe.
- Annual Return has been sent to and received by Grant Thornton
- Clerk has resigned from and has ended employment with Fernwood Parish Council
- Clerk has accepted a new position with Harby Parish Council

Reports to NCC

| | | |
|------------|-----------------|---|
| FS54307259 | Sign | Post for sign at Woodhill Road/South Scarle Road "unsuitable for HGVs" is badly corroded & sign face is loose |
| FS54511641 | Pot Hole | Lunn Lane |
| FS54512258 | Street Lighting | Windsor Close - no 7 |

Reports to NSDC

| | |
|-----------------|--|
| None this month | |
|-----------------|--|

Cllrs M Davies, Scott and Allen

63 – Letter to Ursula Lidbetter prompted a meeting to discuss the Royal Oak with Ms Lidbetter and a member of the estates department on 30 May 2017

Attending on behalf of the Parish Council were Rosie Scott, Chris Allen and Michael Davies to discuss LCS proposals for development of the Royal Oak.

The LCS are considering developing the Royal Oak site for housing by building a 3-bed home in the car park area and converting the pub into 4-bed dwelling or possibly apartments.

Parish Councillors pointed out that Collingham already has many 3 and 4 bedroom homes which are not selling and that low cost, smaller homes would be more appropriate.

The LCS agreed to look into converting the site to two bed apartments and maybe affordable and smaller units, ensuring there would be sufficient parking spaces to accommodate residents. Possibly small garden areas could be incorporated.

The LCS wishes to move quickly unless there is a “fantastic” idea for the pub (gastro-pub was not considered) because they did not want the site to become derelict, which will attract all sorts of problems.

Councillor Jim Barrie has since found an article in CAMRA magazine which states that legislation will come into force at the end of July to give councils and communities greater powers to stop developers closing or demolishing pubs. Nine companies, including the Co-Op, have agreed to respect the spirit of the legislation until the new rules are introduced.

Cllr Marshall

64e – Best Kept Village

The meeting closed at 20:45pm

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