

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7.15 pm on 27 JULY 2017 at the Youth & Community Centre, Low Street, Collingham

Present: Councillors: J Barrie, C Allen, J Davies, M Davies (Chair), R Hatton, L Marshall, T Musson

Clerk: Caron Ballantyne

In Attendance: 1 member of the public

Action by

123 Public forum

Query raised about the Clinical Commissioning Group (CCG) and Patient Participation Group (PPG) at Collingham Medical Centre. Collingham is the only Medical Centre in the CCG area without a PPG. The CCG is advisory and are able to provide money, but don't have the authority to set this up. The Medical Centre should initiate this, but the Chair should not be a partner within the Medical Centre. Members of the community have been requesting this to be set up for about a year, but this continues not to be progressed. The Parish Council think that this should be pursued with the Medical Centre on behalf of the catchment area of the whole medical practice with a copy of letter to the CCG, the member of public who raised this and all neighbouring Parish Councils

Clerk

124 To receive apologies for absence

Apologies from Councillors J Guest, R Scott and V Wright accepted
Apologies from County & District Cllr Mrs M Dobson noted

125 To receive any declarations of interest

Lee Marshall declared an interest in the item relating to Brough Chapel and the grant for toddlers group

126 To receive and approve the Minutes: of the Parish Council Meeting of 22 June 2017, circulated to members prior to this meeting. These were agreed unanimously as a true record and signed by the chair.

127 To receive reports from County and District Councillors *No one present*

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

Income

VAT Total

None				
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Noted

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

Expenditure

VAT

Total

Glasdon	New bin for South End Cemetery	£55.35	£11.07	£66.42
Fleet (2015&16)	For Villeneuve Sur Yonne	£125.00	Nil	£125.00
AEB Landscapes	Park Inspections	£280.00	Nil	£280.00
Clerk	Expenses	£69.98	£1.00	£70.98

Resolved that all expenditure was approved, unanimously

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

- d) **Changes to the current account fee from 5 September 2017**

The figures being used by the bank appear to be incorrect. Resolved that a letter would be sent to the bank stating the correct figures, including the annual return, which clearly shows the correct figures. Letter should also state that the FCA and the Financial Ombudsman will be contacted if this is not resolved. SYSC 9.1 General rules on record keeping

Clerk

- e) **Training event – Cemetery Management & Operation**

Resolved unanimously that the Clerk should attend

Clerk

129 Planning

a) Applications for Consideration

17/01092/RMAM	Breamar Farm, Phase 3	Reserved matters in respect of the access, layout, appearance, scale, and landscaping for Phase 3 areas 'A' and 'B' of the approved outline proposals, including 12 affordable dwellings, 9 standard market dwellings and 14 'Passive Solar' dwellings NOT SUPPORTED - unanimous Design and visual impact is appalling. The design of the properties is not in keeping with the character of the village and the adjoining properties. Plain and uninteresting. Architecturally inhibited Health – access to health care within the village is limited as the medical center is already at capacity Cumulative impact – no consistency across the whole of the development Economic impact – This will not improve the house prices in the village and is considered that this will have an adverse effect Planning history – the Parish Council continue to object to the design of the whole site, especially the design of all the proposed properties, the provision of a through road through the development, the deep swale alongside the road and the design of dwellings on Phase 2 to which no response has ever been received
17/01140/FUL	Woodhill Road (57), Four Hedges	Householder application for conversion of garage to bedroom and ensuite, and erection of a new separate garage building NOT SUPPORTED - majority Design and visual impact – the proposed garage is far too tall for its stated purpose Daylight/sunlight – the proposed garage is too tall and will take daylight and sunlight from the property to the north
17/01277/FUL	Rio Drive (7)	Temporary Change of Use of Dwelling to Office (up to 31st December 2019) SUPPORTED - unanimous

b) Applications Determined

16/01807/RMAM	Braemar Farm - Phase 2	Permitted
17/00826/ADV	High Street (60), Linby House	Refused
17/00992/FUL	Station Road (52), Bissiney	Permitted
17/01028/TWCA	High Street, 102	No objections

17/01167/TWCA	Low Street (82)	No objections
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noted

- c) **Newark and Sherwood Publication Amended Core Strategy Development Plan Document** – to be put on the August agenda for further discussion Clerk
- d) **NSDC CIL Examination** - noted

130 Neighbourhood Plan

To consider if the Parish Council will progress this further. There is considerable interest from members of the Parish who would like to be involved in progressing this. On that basis it was resolved, by majority, that the Parish Council would progress this.

Resolved that the Parish Council would contact RCAN to determine the way forward.

M Davies

131 Brough Chapel

To consider resident questionnaire responses and determine relevant action. Resolved that the Parish Council apply for an ACV. It is hoped that this will provide the residents the time to pursue the purchase of this as a result.

Clerk

132 Ground Maintenance Contract

To review the contract and performance of the contractor. Following the complaints that have been received from the beginning of the contract and the additional cost added to the contract, resolved that to ensure value for money the contract should be retendered, with a start date of 1 April 2018

Clerk

133 A46/Potterhill Junction

To consider the accident statistics provided by Highways England. Resolved that the proposal for improvements would be supported if they are significant enough to deal with the issue. Provision of high friction surfacing as suggested will not resolve the visibility issue, which is the main cause of the accidents. This support to be conveyed to Cllr Dobson

Clerk

134 Tree Charter

To consider choice of tree provided free for signing up to the Charter. Resolved to consult with the tree surgeon and bring back to the next meeting

Clerk

135 OVO Tour of Britain

To consider participation in the event. The Parish Council are working with the Business Club on arrangements. Resolved that there is nothing specific that the Parish Council would like to do, in addition to the ongoing activities

136 Grant Applications

Community Facilities Grant Application from the Collingham Baby & Toddler Group for grass mats under new equipment, recently installed at the Community Park – Application to be resubmitted, once form has been corrected by the applicant

Clerk

137 Correspondence

- a) Ground Maintenance in South End Cemetery. The contract is to be retendered and response to be sent on that basis. Clerk
- b) Parliament Week, 13-19 November. Resolved to pass on to John Blow Clerk
- c) Advertising Board in Footway near Grey Horse. Resolved on the day, letter received and therefore noted
- d) NALC AGM – 7:30pm Wednesday 15 November at Epperstone Village Hall. Clerk

- e) Community Orchard. The PCSO is aware and has spoken to a number of youths. The Orchard Committee have been monitoring this. Noted
 - f) Collingham pub company – Royal Oak. Resolved that the Parish Council should apply for an ACV Clerk
 - g) Low Street ACV application, decision from NSDC. Noted. Resolved that the Parish Clerk get in touch with the drainage board again, informing of change of owner Clerk
 - h) Mobile Pizza business, seeking venue in Collingham. Resolved that an option could be made to use the Parish Council car parking area in the village centre car park at a rental of £600 per annum, which would be reviewed on an annual basis. Note about litter to be made to applicants Clerk
 - i) Verges on Cross Lane between Woodhill Road and Swinderby Road. This issue has been raised previously, but is outside of the 30mph limit and therefore not the responsibility of the Parish Council. This is a matter for Nottinghamshire County Council, who maintain grass verges twice a year. The maintenance of the dyke is by the Internal Drainage Board and carried out annually (at the end of the growing season).
- NOTE:** Correspondence to the Parish Council continues to be received without name and/or address. This results in very delayed responses being made via published minutes to queries raised. This could be dealt with much more effectively in the future if the authors provided some contact information so that the clerk could respond to them directly.

138 Fleet Article for September – Cllr Marshall offered to do this. Several subjects were suggested for inclusion L Marshall

139 Clerks Report

Agenda

Item

- 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 still to be collected **63c**
- Change of Bank Signatories believed to be complete with all three financial institutions **77**
- Local Council Award Scheme – work ongoing on items not currently covered **99**
- Monies transferred to election reserve as agreed **113d**
- Letter sent to Swinderby Parish Council and copied to STW, both planning departments and MPs with regard to the proposed development on the old Fenmarc site **114g**
- Brough Chapel – questionnaire circulated to residents. Information gained from the church as to their proposals. On the July agenda for further consideration **115**
- Sign for Brough – Draft design sent to Malcolm Lane for a draft to be produced by the graphic design department **116**
- Terms of reference updated on the website **117a**
- Removal of the surplus topsoil has been carried out **117b**

- Refurbishment of brick walls – production of specification in progress **117c**
- Tenders issued to contractors for the Park Link Path – Tenders to be returned in August **118a**
- Training and Development Policy placed on the website **119**
- New liner for existing bin in village centre, purchased, delivered and tried to install – too tall. Speaking to the supplier about a solution **120a**
- Additional waste bin in village centre. A bin has been supplied by the LCS and installed. NSDC will empty this along with other bins in the village, they have been supplied with a key for this purpose **120b**
- Invitation to attend NCC Civic Service – advised no one available to attend **121a**
- OVO Tour of Britain, on the July Agenda. Information gathered from the co-op and the school as to what they have planned **121b**
- Request from Lincolnshire co-op to place “to let” sign on Parish Council land - advised that this would be acceptable **121c**
- Introduction of Public Space Protection Orders for Dog Control, Cllr Scott and the Clerk completed and returned the questionnaire **121d**
- NALC tree Charter, signed up to this charter. **121f**

Other items

- All planning consultations responded to
- Letter sent with regard to overgrown hedge at the junction of Barnfield Road and Swinderby Road
- Glass recycling – recent issue with over full bins. Working with LCS and the collection company to ensure that this does not occur again. All the broken glass was removed later that morning by NSDC and sent to landfill. Recycling bins were emptied early the following day.

Reports to NCC

None this month		
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Reports to NSDC

None this month	
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Cllrs M Davies

I attended the Business Club meeting on 19th July. Terry Nash was keen to move forward to OVO arrangements and asked who should take the lead. After emailing PC members, it was agreed the Business Club take the lead in setting up and co-ordinating events with village organisations. He will contact me if the PC could help.

I attended a meeting in Newark organised by Newark & Sherwood CCG re Stakeholder Reference Groups and Patient Participation Groups. It appears that a PPG can be set up by patients of the Medical Centre, with attendance of Medical Centre representatives. It should be independent and chaired by a member of the patient group. Our Medical Centre is in the process of setting up a PPG. Would the Parish Council like representation on this Group?

Cllr Marshall

64e – Best Kept Village

Cllr Scott

On Friday June 30 attended the Stakeholder meeting for the Nottingham to Lincoln Castle Line: as requested East Midlands Trains are considering increasing the number of trains stopping in Collingham on Sunday mornings when the timetable is revised in December 2017 to improve the service. This will be subject to a user survey currently being conducted. Longer term projects include a number of trains from and to Collingham linking with the East Coast Line at Newark Northgate.

I propose to write a piece for the September Fleet about the Sunday service, pointing out that if this service isn't used we will lose it entirely.

100 year Commemoration of November 1918: have had several informal meetings with community groups who wish to join with the traditional Churches Together and British Legion Remembrance Service in the week before and after November 11. A list of 'first ideas' is being organised and discussed within groups. It is proposed that a public meeting is held in October 2017 with a first draft of a programme written by December 2017.

Many residents wish to see an easy to read version of the list of the names on the War Memorial. (When a previous Parish Council enquired about cleaning the bronze plaques on the War Memorial we were warned about the insurance implications with the rise in metal thefts. The plaques are also at a low level making reading difficult for many.) It was suggested that something like the interpretation signs at the Village Centre and Cross Site would be appropriate. Anything sited near the War Memorial would need Parochial Church Council and Diocese permission.

Cllr Allen

Land Transfer of open space at Pitomy Farm – the developer has been chasing this. Clerk advised that this is in the hands of the solicitors to resolve the outstanding issues, especially with regard to responsibility of the swale under the agreement

Recent incident with excess glass recycling and resulting broken glass in the car park – the Clerk and litter picking volunteer should not have got involved, this should have been left to the LCS to resolve.

Removal of wooded posts in the car park. Clerk advised that a conversation with the estates manager from the LCS, he felt that these were not required as the remaining posts would ensure that the corner could not be run over by vehicles. The posts which have been removed have been constantly replaced/repared since being installed and were in themselves a regular hazard.

Is CCTV in carpark working/being monitored? Concern that a number of incidents have occurred recently in the car park and no action appears to have been taken – Clerk to ask LCS

The meeting closed at 21:15pm

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