

# COLLINGHAM *Parish Council*

## MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7.15 pm on 28 SEPTEMBER 2017 at the Youth & Community Centre, Low Street, Collingham

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

Clerk: Caron Ballantyne

In Attendance: 5 members of the public (part)

### Action by

156

#### Public forum

Query raised about the PPG – the member of the public was informed that there was a meeting planned for yesterday which was cancelled shortly before, due to people being unable to attend. There is a new date arranged. Concern raised about the closure of CHEC and the gateway, which operated from the medical centre.

2 Governors of the Hospital Trust, who live in the village, were not at the recent Hospital Trust meeting, which was felt to be disgusting

Also noted that Breamar Farm has been approved despite the Parish Council objections not being addressed

The community orchard chairman came to pay the annual rent with an apple from the community orchard. This was a Chisel Jersey cider apple. Also presented was a jar of Damson jam, made from “Bradley King” damsons from the Orchard. These were both gratefully accepted by the Clerk.

The Scout Leader came to show a short video presentation, made by some of the scouts about the Switzerland trip this summer for which a Section 137 grant was received from the parish council. It was suggested the video was presented at the Parish Meeting next year and possibly posted to the website along with some photos.

157

#### To receive apologies for absence

Apologies from Councillors J Barrie, T Musson, V Wright accepted

158

#### To receive any declarations of interest

Jane Guest declared an interest in agenda item 164a relating to the Skate Park Path Tender

159

**To receive and approve the Minutes:** of the Parish Council Meeting of 24 August 2017, circulated to members prior to this meeting. These were agreed unanimously as a true record and signed by the chair.

160

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

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

Congratulations to the team who organized the bunting/bikes for the OVO Tour of Britain and those that were up early to hide the things that needed hiding. Nottinghamshire will be having a stage again next year, but it will be in the City and South of the County

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

Today has been to an interesting presentation on modern day slavery and would like to put up a couple of posters in the village. Everyone needs to

be aware of the possibility of this happening in the community. This may be arranged in the future for Parishes.

**Newark and Sherwood District Council**

The draft LDF was approved by Council and will be taken forward, nothing else to advise on planning – there is a 6-8year housing supply in the district and it is anticipated that in another 2 weeks some decisions might be made with regard to larger applications in the Parish

Interested in the activities with regard to both ACV for Royal Oak and Brough Chapel, please keep advised of developments.

Accident near Brough on the A46 in the early hours of Monday morning, which was a fatality.

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

Income			VAT	Total
NCC	Service Charge for 71 High Street	£1,000.00	Nil	£1,000.00
HMRC	VAT rebate	£827.73	Nil	£827.73

Resolved that the insurance was retained in the current account and remainder of the service charge transferred and ringfenced for Maintenance

Other income noted

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

Expenditure			VAT	Total
Grant Thornton	Annual Return Audit Fees	£300.00	£60.00	£360.00
Warren Shaw	Repairs to Y&CC bargeboards (Capital)	£790.00	£158.00	£948.00
AEB Landscapes	Community Park Inspections	£350.00	Nil	£350.00
Best4Pests	Removal of moles at the Cemetery – (delegated powers)	£95.00	Nil	£95.00

Resolved that all expenditure was approved, unanimously

Resolved that it would be restated that delegated powers have been given to the Clerk under 6.2 of the Financial Regulations to enable the mole catcher to be called as soon as evidenced in the cemetery

- c) **Bank Reconciliation for the year to date** – signed by Cllrs R Hatton and L Marshall circulated prior to the meeting, noted
- d) Consideration of Annual Return and External Audit Report – Items raised on the External Audit Report were noted and will be addressed next year
- e) Budget Monitoring/Changes – Resolved that all changes were approved
- f) CiLCA fees for Clerk- Resolved to split the fees based on each Parish Councils precept - other councils are due to meet next week.
- g) Changes to Data Protection and Data Protection Training – resolved to Clerk send the Clerk on this training, the cost of this may be split with other Parish Councils
- h) Update to current account fee charges – Letter received from bank confirming that fees would remain unchanged. Resolved that transfer between banks needs to be minimised as this was being classed as income

**162 Planning**

**a) Applications for Consideration**

17/01614/TEL25	Newark Road	Installation of 1 x DSLAM equipment cabinet – noted
PL/0097/17	Norton Bottoms Quarry, Stapleford	To extend Norton Bottoms quarry for the extraction of sand and gravel, together with the retention of all existing ancillary operations for the duration of the extended operations to provide a single consolidated

		consent for the entire site and a revised restoration strategy – Supported but wished to add a note about gravel lorries not being permitted to travel along the A1133 and should use the A46
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**b) Applications Determined**

17/01432/TWCA	High Street (50)	No objections
17/01359/FUL	Cottage Lane (28), Woods End	Permitted
17/01092/RMAM	Braemar Farm - Phase 3	Permitted
17/01277/FUL	Rio Drive (7)	Permitted
17/01411/FUL	Crown Close (3)	Permitted
17/01622/TWCA	Church Street (15A), Heatherdown	No objections

noted

- c) Land Registry Application, for adverse possession of land adjacent to Durhams – It is believed that this would not be permitted this as it has never been fenced. Clerk to contact Neil Lewis at the NCC rights of way team and advise him. Clerk to ensure Land Registry contact the parish council when this is considered Clerk
- d) Naming of Development Roads off Station Road (Braemar Farm) – Resolved to suggest Farm Road for the main spine road. Harrow Close for the side road. Clerk
- e) Update on planning enforcement activities:  
 Fisher Close, Gates added to fences onto public open space – no action. It was felt that this would need to be considered. Clerk to seek advice from NALC about this as the access is onto the Community Orchard. Clerk  
 Station Road, Construction of garden building – no action  
 Glebe Farm, Brough - ongoing

**163 World War I Commemorations**

- a) Information from Collingham and District History Society with their plans – noted.
- b) Request with regard to the War Memorial in All Saints Graveyard. The war memorial is listed and the advice from the war memorial trust is to do minimum maintenance. It is therefore suggested that an interpretation board be placed at the side, with all the names from the war memorial and all the others that have been identified over the years. This would be at a better height for people to read and more inclusive. There are heritage lottery grants available as well as grants from NCC. Resolved unanimously that this is taken forward and investigated further. Cllr Scott  
 There are lots of other ideas flowing in as to other activities.

**164 Park/Skate Park**

- a) Consideration of tender submissions for Link Path, following clarifications from contractors – Resolved unanimously to award the contract to AEB Landscapes – start date to be agreed at a later date once the Skate Park design has been confirmed. Gabion seating not to be installed until after park complete. Cllr Guest did not participate in the decision. Clerk
- b) Update on Skate Park – 2 tenders received from the 6 companies approached. Designs were displayed at the Collingham Show and further consultations are being arranged. The ballot box will remain sealed until all the consultations are complete. It is hoped that this will be opened at the next meeting of the skate park group on the 11<sup>th</sup> October.
- c) Baby and Toddler equipment – there has been an issue with the order/purchase of the equipment from Proludic, who are being unhelpful in resolving the problem. The Parish Council have not been involved in any of the meetings and discussions between the two parties. It is difficult for the Parish Council to seek a legal opinion, as requested, on the matter as we have not been involved in the discussions and costs would be incurred Cllr Marshall

for such legal opinion. It is believed that there is movement in the discussions although there may be a way to go. Resolved that the Parish Council would not get involved at this stage. Cllr Marshall to advise Baby and Toddler Group

**165 Y&CC External Decoration**

- a) Consideration of painting to fences – This was missed off the original contract and has been made more obvious once the new paintwork has been completed. The stain for the fences has been donated and thanks were given to the donor for this. There is therefore only the cost of someone applying the paint. Resolved to approve the expenditure up to £50. Clerk to pay invoice once received. Clerk

- 166 Proposal for a sculpture/feature using all the yellow bikes from the OVO tour** – A detailed submission had been received and it was resolved that this was not accepted, as it was considered a road safety issue in the proposed location. It was suggested that a minimum number of bikes were used near the wall on the cross site. Suggested that the bikes are donated to Nottingham city for next year as they will be having a stage of the tour. Clerk

**167 Correspondence**

- a) Letter from Robert Jenrick regarding Newark Police Station Custody Suite – This was mentioned at the SNG, the police are not happy with the proposal. Resolved unanimously to write letters to Paddy Tipping and the Chief Constable and copy to Robert Jenrick Clerk
- b) BT poles and Equipment – respond noting comment and request the Parish are kept informed Clerk
- c) Royal British Legion Poppy Appeal – Resolved unanimously to purchase 10 to line the route from the church to the war memorial Clerk
- d) Update on Tree Charter and invitation to event at Lincoln Castle – Cllrs J&M Davies to attend Clerk
- e) Community First Aid Courses – Resolved that this is advertised on the website Clerk
- f) Introduction of Public Space Protection Orders for Dog Control – Resolved that cemeteries should be covered by an order and Pitomy Farm Play Area once adopted Clerk
- g) Speed Awareness Stickers – Resolved not to pursue this
- h) Holocaust Memorial Day 2018 – Resolved that this is put on the website and sent CDHS Clerk
- i) Heating Oil Club Information – Resolved that this is advertised on the website and noticeboards. It is understood that this is very successful in areas that operate this scheme Clerk
- j) Winter Service – Offer of assistance to Parish Councils. Resolved that the offer of free bags of salt is accepted and stored at the Fire Station Clerk

- 168 Fleet Article for November** – Cllr J Guest had offered to do this at the August meeting. Several subjects were suggested for inclusion in addition to information about the Skate Park refurbishment

**169 Clerks Report**

**Agenda Item**

- Refurbishment of brick walls at South End Cemetery –Tender documents issued to contractors 117c
- New liner for existing bin in village centre, purchased, delivered and returned – alternative supplier has been found, liner purchased and installed 120a
- New Ground Maintenance Contract in preparation 132

- Purchase of payment stamp – ordered, received and in use 145d
- Insurance renewal accepted. Quotes for next year has been added to the diary 145e
- NALC – New Councillors training, declined 145f
- NSDC Amended Core Strategy Development Plan Document – response sent 146c
- Planning Concerns – all householders advised that the matter was being referred to the planning department. Responses to all matters have been received – see agenda item 162d 146d
- Tree Charter – Village Centre Oak requested 147a
- Tree Charter – Community Park Hornbeam requested 147b
- Grant Applications – Community Facilities Grant Application Awarded and funds paid 148a
- Changes to grant applications policy document made and published to website 148b
- Refurbishment of village centre lockable notice board – replacement polycarbonate ordered 150a
- Building Maintenance Contract – Documents have been issued to potential tenderers 150b
- Relocation of Dog bin, Station Road/Football club entrance. Awaiting information from NCC with regard to replacement finger post in this location 150c
- Sign for Brough – Order placed with Malcolm Lane 150d
- Parish Council Action Plan – published to website 151a
- Local Council Award Scheme application and supporting documents submitted 151b
- Village Centre Shops eyesore – screened for the duration of the OVO tour 152b
- Wooden structure eyesore, southern approach to traffic lights – landlord still to be contacted 152c
- Christmas Tree Festival – organisers advised that the Parish Council wish to participate 153a
- N&S Clinical Commissioning Group Annual Public Meeting Invitation accepted 153b
- Trent Valley Trail – letter of support sent 153c
- ACV for Brough Chapel – meeting with residents arranged and held 12th September. Further meeting being arranged for 2nd October 153d
- J Barrie asked to consider volunteering for the Clinical Commissioning Group's Stakeholder Reference Group 153f
- NSDC Parish Event – Response sent to NSDC 153g
- Collingham Secret Advent Calendar – organiser informed that the Parish Council wish to participate. The group have discussed some ideas and are actively working on this 153i

#### Other items

- All planning consultations responded to
- The OVO tour on 6<sup>th</sup> September went well – a web page has been created and photos received have been posted (by kind permission). TV coverage has been requested from ITV and Eurosport to add to the page
- Quarterly grants scheme updates prepared, will be amended and sent following award of skate park path tender

### Reports to NCC

FS57895224	Trees/Hedges	Branches down outside copper beac
FS59084289	Pothole	Station Road, near signal stop line
FS59084564	Pothole	Pavement outside 1/2 Vicarage Clos
FS59375988	Street Lighting	Woodhill Road - no 4
FS59376175	Gullies	High Street, near Dykes End

### Reports to NSDC

Road Sweep	Low Street – Queen Street to Temperance Lane
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New waste bin installed on Thornton Road

Bins from near library/old post office, which were on a corroded post, have been relocated to 2 nearby lighting columns.

### Best Kept Village Comments from Judges

The village was tidy on the day of the visit. There was a general absence of litter.

Entrances to the village. Verges generally tidy. Bus shelters tidy. Churchyards neat and tidy.

Individual domestic properties are maintained to very high standards. Commercial premises good.

Good maps, particularly the large -scale map showing some named streets was useful. Might be helpful to the judges to have a map of this scale covering a larger area of the village, particularly identifying areas of public use – playing fields, seating areas and the like. The library is shown but other details such as the memorial hall could be identified.

Considerable amount of information on the notice boards but nothing showing that the village had entered the BKVC. Judges look for this and indications that the community as a whole is being invited to help in the tidying up operation. Some notice boards were very unkempt.

Overall, a good effort in reaching the second round. But this is a tough section and the village will need to show more effort to improve its performance and win the section.

### *M Davies*

**130 – Neighbourhood Plan – date of meeting of interested parties to be arranged**

### **Besthorpe and Girton Quarries Liaison meeting 13 September 2017**

Attended by me. Update consultation, restoration matters on site and review. Above average extraction. Eastern extension planning proposal - a design scheme to be drawn up and presented including flood control and water movement to be considered. Trial bore holes 5-12 metres deep to find extent of mineral deposits. Possible Roman site to be exposed and evaluated after water pumped from workings. It is expected the quarry will realise 150,000 tonnes p.a for the next ten years, with eventual restoration to wetlands. Exhibition is proposed to show scoping plans, etc. to be held between Jan and Feb 2018 at Collingham and Besthorpe. Tim Deal, Sam Gorrin and Collingham PC to liaise. Possible site visit October 2017. Next Liaison meeting Wednesday 21 March 2018.

### **Collingham Show – 16 September 2017**

Stand was shared between PC, Village Care, Youth & Community Centre and the Scouts. Attendance and level of interest not as good as last year, probably due to the weather. Jane Guest had a lot of interest and choice of three options for the skateboard park and votes were cast. Chris Allen, Jane Guest, Jean Davies and Rosie Scott spent most of the day on site.

#### **North Kesteven Planning Committee - 19 September at Sleaford**

Application 17/0603/OUT at Swinderby. Committee took 1¼ hours discussing application for outline planning. Good arguments for and against. Application approved 13/6 with 1 abstention. Unfortunately no mention of sewage problems which affect Collingham but after the meeting I talked with applicant, Mr Richard Cutter who expressed his awareness of the situation and would do his best to address these issues with Severn Trent.

#### **Brough Chapel – 12 September 2017**

Attended meeting at Co-op. Chris Allen explained options available to residents now that ACV has been granted and that a response is necessary within 6 weeks. It was established that a local farmer owns the land on which the Chapel stands and is leased by the Church authorities. It seems that the Church cannot sell the Chapel without the farmer's permission. A second meeting has been arranged for 2 October in the Co-op to meet with a proposed purchaser.

#### **Inspire**

Meeting arranged to discuss draft agreement with Library at Councillor Dobson's house 9 October at 2.00pm.

#### ***M Davies and C Allen***

#### **A1133 Group Meeting – Winthorpe, 6th September 2017**

The meeting was Chaired by Cllr Dobson in the absence of The Chair of Winthorpe PC. Among attendees from other Parishes was Insp Andy Rooke who came to the previous meeting in March.

Two issues we raised were the sale of vehicles on the High St which is an offense and the difficulty in residents connecting to 101 to report crimes. We are to continue to find the offender re sale of vehicles and the answer given for 101 was lack of staff. Not good for the statistics. They have enough funding but staff are not staying and recruitment slow.

The Facebook groups are improving but we need to obtain further info from our PCSO at the next SNG. The Home Office are working in improving the website that allows us to monitor the incidents in our area. At present, they are 3 months behind in publishing.

Horse Watch is a recent addition where riders have cameras on their helmets. CCTV in premises is increasing. Some 10,000 bales of hay were set light to in Lincolnshire a week or so ago at a great loss to the farm. It has been known for farmers to burn loose bales so seeing fires might not be a cause for concern!!

Notts Police are looking into using Drones which are expensive but a quick device to use in searches. Also Quad bikes are being considered.

Slavery was mentioned and is seen in Farming, Car washes and Nail bars. It's organised crime and difficult to penetrate. A Farmer in attendance wanted it known that Farmers get blamed for this which is not necessarily the case in a lot of regions.

### **Langford Quarry Liaison meeting 13 September 2017**

Attended by Chris Allen and myself. Quarry update: restoration well under way. Approximately half-way through sluice and coffer dam construction. No complaints or problems so far. Extraction on this site slightly reduced due to drop in demand. Heritage have dug test trenches on southern extension. Possible Neolithic, bronze-age and roman site. Worked flints, pottery, etc. found. Site needs to be evaluated for archaeological importance. RSPB reported many eels coming up into reed beds through sluice outfall to River Trent. Also, two pairs of bearded tits sighted on the reserve (first time in Nottinghamshire). A bittern that boomed for four weeks, also a record and an otter, avocet, 22 water rails with 13 young, water shrews, 6 pairs of common terns and a rare white-hair streak butterfly. A nightingale sang on and off for 3 weeks (a record for Nottinghamshire). A new sandmartin bank is proposed and salmon have been seen at Cromwell Weir. Site visit included – most interesting, especially the restoration to date, which gives a good idea of how the site will look when quarrying is finished. Diversity of reeds, ponds, tree planting and landscaping. Next meeting 21 March 2018.

### **C Allen**

#### **Report from Local Action Group Meeting - 20th September 2017**

Reports from round the table from other SNG clusters are similar to ours mainly speeding, anti-social behaviour and parking issues.

From Notts Police we were informed that the Custody Suite in Newark is closing and all detainees will be transferred to Mansfield. This raised the issue of using two PC's to transport them when they should be on patrols. There is however a recruitment drive for PC's and PCSO's to balance the numbers!!! As CID is run from Mansfield then most incumbents are taken straight there.

Fernwood reported that many of their residents are reluctant to report crime as any high numbers reduces the value of their homes apparently!!

Over 80's are being targeted mainly in towns being approached by a well-dressed person asking if they can split a note for cash. They then grab any monies and run.

Neighbourhood Watch is not working in many areas so they have decided to rebrand. They wish to visit Parish Councils and other local organisations to promote their cause. A press release is due out soon.

I reported on our SNG Clusters issues some of which are Rural Crimes which were reported to Insp Rook at the recent A1133 meeting.

### **J Barrie & R Hatton**

#### **153b - Newark and Sherwood CCG Annual Public Meeting – 14 September 2017**

This was an interesting meeting and a copy of the Annual Report Summary is with M Davies for circulation. Julie Reid from Collingham practice was also in attendance.

Some highlights: - Total spend £188.3m

- Figures not in report; split approx.–SFHT(Kings Mill/Newark)–32%, Nott's Healthcare–13%, Nott UH-7%, Lincs UH-3%
- They are making good progress in reducing their £10m overspend



- Move to integrated care teams progressing well – now have 7 working across mid Nott's
- They are looking to extend GP surgery opening hours (use of Nurse Practitioners, Pharmacists etc.)
- Of particular note, the Gateway booking system (for Hospital appointments) based in Collingham has been closed. Now done by GP's on a new system
- Last year 2.8m prescriptions issued >£20m
- 0.2m prescriptions issued for Statins.

***R Hatton***

**153 e – Specification for a broadband universal Service Obligation**

***J Barrie***

**153 f – Consideration to be given to volunteering for Clinical Commissioning Group's Stakeholder Reference Group**

***R Scott***

**Commemoration of 1918:** please see War Memorial UK's advice at [www.UKwarmemorials.org](http://www.UKwarmemorials.org) regarding advice on conserving war memorials, which the Parish Council has agreed to follow. The War Memorial is now listed and therefore further restrictions are placed on the work we do on this memorial. This listing was part of an initiative in 2014 regarding all war memorials in the UK.

The meeting closed at 21:10 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**