

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7:15pm on 9 APRIL 2020 by video conference during Corona Virus National Emergency

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

Clerk: C Ballantyne

In Attendance: 0 members of the public in attendance

Action by:

41 Public Forum

No public present

42 To receive apologies for absence

No apologies received, all Councillors in attendance

Apologies received from District & County Councillor Dobson, noted

43 To receive any declarations of interest

None

44 To receive and approve the Minutes: of the Parish Council Meeting of 26 March 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

45 To receive reports from County and District Councillors

District & County Councillor Mrs Dobson

County Council

As soon as we are back to normal Whitemoor Lane will be done as will everything else

District Councillor Mrs Dales

District Council: updates regarding support services etc during COVID 19 are covered by daily updates and their website so I haven't included them here.

Updates

The Collingham Rural Advice Centre is still fully operational and supporting Collingham and the surrounding villages. The office at the Memorial Hall in Collingham remains closed for the moment but a full support service is still being provided by the Citizens Advice support team who can be contacted on this temporary phone number: **01623 861769**. We will let you know as soon we re-open at as the Memorial Hall but in the meantime, the service is still there for advice and information on problems including debt, benefits, employment, housing, universal credit etc

Armed Forces Covenant – volunteer 'Ambassador' is now in touch with Michael and Caron

The Befriending Service run by Newark Live At Home for the Collingham villages is continuing to deliver its support services despite the current COVID-19 restrictions.

Launched in April 2019, the services has maintained support during this

challenging time by temporarily switching to using telephone contact instead of home visits. Normal face-to-face support will resume as soon as possible when lockdown restrictions permit. During this challenging time there will be an increases in social isolation already endured by many, and so the need for this service becomes even more important. If you are aware of anyone that might need such a service or if you can spare on hour per week to be a volunteer for the Collingham area then please **contact Cheryl on 01636 674521**

Planning

The planning application for '9 Fisher Road' was refused at Planning Committee for the reasons put forward by CPC and myself.

Cllr Dobson stated that she didn't agree and therefore couldn't support the PC and my reasons for refusal

Cllr Dobson asked the Planners if the application could be deferred so that the applicant could re-submit with modifications, to which the answer was no, they would have to submit a new application if this one was refused

Cllrs Dobson and Goff abstained

Cllr K Walker voted for the application

The remaining 11 committee members voted to refuse

46 Finance

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

Receipts

None		
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Noted

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

Payments

			VAT	Total
RCAN	Subscription - RCAN	£95.00	£19.00	£114.00
NALC	Training - Course	£140.00	NIL	£140.00

All payments approved unanimously

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

Payments

			VAT	Total
Peter Byham	Building Maintenance	£10.00	NIL	£10.00
Rob Townsend	Advent Lights - Electrical Work	£200.00	£40.00	£240.00
AEB Landscapes	Park - Inspections	£70.00	NIL	£70.00

All payments approved unanimously

d) Bank Reconciliation for the year to date – to be signed by Cllrs T Musson and C Allen and circulated to all Councillors

Clerk

e) To consider purchase of litter picking equipment (Brought Forward) – Resolved unanimously to purchase 5 set of equipment for lending to anyone who would like to volunteer

Clerk

f) To consider changing the Microsoft licence to allow the use of "Teams", Resolved unanimously that this would be put on hold for now as the current system appears to be serving the intended purpose with no cost being incurred

47 Planning

a) Applications for consideration

20/00395/FUL	Pitomy Drive (3)	Change of use of land to extend the residential curtilage, erection of timber decking and partial replacement of boundary fence with picket handrail – SUPPORTED unanimously
20/00511/FUL	Fosse Road, Methodist Chapel	Conversion of Chapel to form 1 No. dwelling house (Class C3) – SUPPORTED unanimously

b) Applications Determined

20/00213/FUL	Station Road (53)	Granted
19/02287/FUL	Fisher Close (9)	Refused
20/00114/FUL	High Street, Collingham Medical Centre	Granted
20/00216/FUL	Westfield Lane (4), Westfield House	Granted
20/00243/S73M	Braemer Farm, Land Adjoining	Granted
20/00440/TWCA	Queen Street (21)	No objections
20/00380/FUL	Cottage Lane (36)	Granted

Noted

- c) Nottinghamshire and Nottingham Joint Waste Local Plan (Brought Forward), additional information to be requested

Clerk

48 Correspondence

- a) Request for your help with the Local Electricity Bill, resolved unanimously that more information is needed, who funds you? What types of energy?
- b) Grave Maintenance, the contact details for the Fleet to be passed on

Clerk

Clerk

49 Best Kept Village

- a) To consider alternative path edgings to the Pinfold, Resolved unanimously to obtain a quote for fixing the preferred material, which can be fitted to replace the existing

Clerk

50 Parish Clerks Report

Agenda Item

- Public Space Protection Orders for Dog Control for Cemeteries and Pitomy Farm Play area (once adopted) – NSDC have these in place for the cemeteries and the order for Pitomy Farm will 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. The contract for the erection of the fence has been awarded **17/167f**
- East Midlands Railways advised that additional planters are required and that the cost of plants will be paid for and planted up by the Parish Council/Station Adopters **19/118i**
- 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**
- Extreme Wheels Road Show contacted – Application form received to be completed. Need to determine which activities are required etc to enable a quotation to be obtained **19/155a**

- East Midlands Railway Community Funds – Previous application to be reviewed to determine which of the new funds may be applicable **19/155e**
- Annual Park Inspections – Quotation for lifting and relaying of all grass mats accepted All other items raised have been highlighted to the regular inspector to address. The majority of these items raised have been resolved and Councillors Allen and Fabian have inspected them. Outstanding issues being dealt with including lifting and relaying of grassmats **19/156**
- Whitemoor Lane post box is inaccessible due to the condition of the verge. Royal mail have closed the post box as a result. Clerk has contacted NCC to get the and verge reinstated for residents' use, once this has been done the Post Office will reopen the box. Mrs Dobson has this matter in hand along with a temporary solution for local residents who are isolating **19/162**
- S106 Commuted Sum Agreement for Pitomy Farm – signed **20/18f**
- Pitomy Farm Play Area Fence, quotation accepted, work to be undertaken – delayed as unable to obtain materials **20/18g**
- Station Adoption, conversations have been started with East Midlands Railways on possible future improvements. Resource is not currently available for some projects, as soon as it is, these will be progressed. Proposed plan of planter locations and proposed design for the new ones to be sent for approval once decided by the Parish Council **20/22**
- Permission requested from Bomber Gateway Trust to post the report to the website **27**
- NSDC agreement for dog bins in 2020/21 has been signed and returned **32c**
- RCAN membership for 2020 has been paid **32e**
- NALC Training events (planning) have been booked and paid for, although now postponed **32g**
- Purchase of litter picking equipment – brought forward to next meeting (46e) **32h**
- Nottinghamshire and Nottingham Joint Waste Local Plan – brought forward to next meeting (47c) **33c**
- Housing needs survey Stakeholder consultation – video conference arranged and this has now been filled in, with the 5 councillors in attendance **33d**
- Tree Charter Day – information passed to Gusto construction **34b**
- U3A request for a stand on the village centre has been accepted **34e**
- Collingham Preschool, request to use the community park has been accepted **34f**
- CNN/County APPG – Rural Bus Inquiry, Mr Pointer has been asked to complete this and a draft has been prepared. The deadline has been extended **34g**
- HCLG Select Committee Devolution Inquiry, to be responded to **34i**
- Wooden bench maintenance - Record made of decision for future reference as required **35a**
- Scheme of delegation to be published to the website **39**

- Additional resource to help Parish Council resilience. Information being gathered and collated from other councils. **40**
Draft Job description being prepared.

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

FS190752263	Parapet Damage	Station Road near junction with Cross Lane
FS190755400	Trees/Hedges	Station Road between green lane and Cross Lane

Reports to NSDC

ESB1171816	Fly tipping	Station Road near traffic lights
ESB1171843	Fly tipping	Cross Lane (Swinderby Road to Station Road)

Councillor M Davies

30 – Hard copy minutes have been signed and returned to the Clerk

Councillor Fabian

35a – Refurbishment of metal ended benches – all such benches are currently being surveyed to determine the one most in need of this maintenance work

36a – Alterations and additions to station planters is being progressed with the Clerk and East Midlands Railway

Councillors Lloyd and Musson

34j – Dormant assets – This does not affect us and therefore a response is not required

All Councillors

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.

19g – Neighbourhood Plan Scoping Meeting

This meeting was held on 11th March – notes have been prepared and are being discussed with NSDC to ascertain if the issues and concerns raised are within the scope of a neighbourhood plan.

20d – Armed Forces Covenant

Nominations of an ambassador to be considered – Cllr Dales has identified a member of the services who would like to take on this role. Contact details have been passed to the Clerk

22 – Station Adoption

Cllrs J Davies and Fabian have prepared a plan of suggested new/revised locations and investigated options for new planters – this is being progressed

34a – Toilet Tax Survey

Councillors that wished to, have now completed this

34c – NALC research on dementia

Councillors that wished to, have now completed this and the survey has been sent to village care

The meeting closed at 20:30pm

Abbreviations:

NCC – Nottinghamshire County Council/Councillor

NSDC – Newark & Sherwood District Council/Councillor

LCS – Lincolnshire Cooperative Society

PRoW – Public Right of Way

Y&CC – Youth & Community Centre

CDHS – Collingham & District History Society

PPG – Patient Participation Group