

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7.30 pm on 28 MAY 2015 in the YOUTH & COMMUNITY CENTRE, LOW STREET, COLLINGHAM

Public forum – A member of the Parish gave Congratulations to all following the election. Also wanted to know where the new Parish Council stood with the possibility of the level crossing closure of Cross Lane. The Parish Council does not support the closure of the crossing unless there is to be a replacement road (which is not a residential road).

Present: Councillors C Allen, J Barrie, M Davies, S Dove, R Hatton, L Marshall,
T Musson, M Parkin, R Scott (Chair), V Wright
Clerk Caron Ballantyne
In Attendance: NCC Cllr Mrs Dobson, 1 member of the Public

1. Apologies for absence: apologies noted from NSDC Cllr Clark.

2. Declarations of interest:

Interest declared in:

- Item 15a for Clerk
- Item 7 base station for Cllr Parkin

3. Minutes:

Minutes of the meeting of 21 May 2015 were agreed. Proposed by Cllr Allen, seconded by Cllr Wright and unanimously accepted by those present and signed by the Chair.

4. Progress reports (for information)

- a) Best Kept Village Competition – Clerk and Cllr Scott to make a list of helpers and start ask for help. NCC Cllr Dobson has suggested NSDC litter hit squad be asked to clear verges beyond 30 mph signs.
- b) Stile on Footpath SC8A – this issue has been resolved.
- c) Notices at Dykes End, on PRoW – this has been reported to NCC Footpaths Officer who will deal with the matter.
- d) Defibrillators – Still awaiting 3 to be fitted, these are being chased by Clerk and Cllr Scott.
- e) Litter bin on Swinderby Road – a new bin has been fitted, thanks to NSDC Waste department for this.

5. Report from County and District Councillors

NSDC & NCC Cllr Dobson

- NSDC Councillors for Collingham are both on the Planning Committee.
- Meetings with NCC and LCC have been arranged to about the traffic on the A1133
- Woodhill Road has a drainage problem, caused by the dyke which needs to be cleared. There are also a couple of surface water drains which need to be looked at and repaired.

6. Finance:

Income			VAT	Total
NSDC	Community Infrastructure Levy	£3,062.28	Nil	£3,062.28
Village Care	Donation to defibrillators	£471.45	Nil	£471.45

HMRC	VAT refund	£27,274.51	Nil	£27,274.51
Ann Penfold – May Fair Fundraising	Donation to defibrillators	£60.00	Nil	£60.00
Iain Orme - May Fair Fundraising	Donation to Community Park	£42.51	Nil	£42.51
Nottinghamshire County Council	Internal refurbishment of Collingham Community Hub (71 High Street)	£15,000	Nil	£15,000

Expenditure

E-on Paid - Direct Debit	Jubilee Room electricity Supply - April	£7.48	£0.37	£7.85
E-on To be Paid by DD	Jubilee Room electricity Supply - May	£12.64	£0.63	£13.27
British Gas To be paid by Cheque	71 High Street electricity – January to April	£106.28	£5.31	£111.59
Came & Co – Paid under Financial Reg 13	Additional Play equipment added to policy mid term	£227.69	Nil	£227.69
Barnard Construction – to be paid by BACS	Construction work to 71 High Street	£11,270.00	£2,254.00	£13,524.00
Trent Valley Internal Drainage Board – to be paid by BACS	Drainage Rates for Land - Parish Field, Sandhills, Northcroft Lane	£2.91	Nil	£2.91
Fleet Fencing - to be paid by Cheque	<ul style="list-style-type: none"> Gates (FIT grant) Gate Entrances (FIT grant) Replace existing fences with new (Capital) 	£662.00 £1,000.00 £7646.15	£132.40 £200.00 £1529.23	£11169.78
Office Depot – to be paid by Cheque	Paper supplies	£30.15	£6.03	£36.18
HMRC – to be paid by Direct Debit	PAYE (Direct Debit) – Includes 18 additional hours for website	£277.22	Nil	£277.22

- All expenditure proposed by Cllr Musson, seconded by Cllr Parkin and agreed unanimously.
- Bank Reconciliation for the year to date** – signed by the Chair of Finance, Cllr Musson, prior to the meeting, and will in the future be circulated before each meeting. Clerk to circulate May's reconciliation.

- **VAT refund** – VAT refund against Community Park Expenditure – this to be returned to the Community Park Account, proposed by Cllr Wright, seconded by Cllr Parkin and agreed unanimously.
- Transfer required from the Capital Reserve to Community Park account of £9,175.38, for fencing contract, proposed by Cllr Wright, seconded by Cllr Parkin and agreed unanimously.

7. Planning: Applications

15/00602/FUL	Potter Hill Road, North Potter Hill Farm	Proposed new single storey annex / agricultural workers dwelling – SUPPORTED unanimously
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Decisions

15/00689/TWCA	Swinderby Road (3)	Reduction of Cedar to Make Safe, Reshape Beech Tree (reduce by 20%) and Reshape Sycamore Tree (reduce by 20%)	No objections
15/00540/FUL	Cottage Lane (25)	Householder application for the demolition of single storey side extension to house and detached garage and erection of two storey side extension to house and detached double garage	Refused

- Decisions noted
- PROPOSED BASE STATION INSTALLATION AT 112975, Land At Station Yard, Station Road, Collingham, Newark, Nottinghamshire NG23 7RA. This is an existing installation with only minor change to the appearance, with very little information provided. Clerk to respond and the Parish would like reassurance that this will not affect local residents. The Parish would like a site drawing, exact details of the changes and dates of the proposed works. This action was supported unanimously.
- Consultation on Nottinghamshire and Nottingham Replacement Waste Local Plan. The information is difficult to access on the website and it is proposed that this be added to the agenda for 25 June, giving all Councillors time to look at this.
- Cromwell Quarry application to be considered at the meeting of the Planning & Licencing Committee on 2 June 2015 at 10.30am at County Hall. This was noted

8. 71 High Street Progress Report

- a) Option of a break in the lease every 5 years – at the request of Nottinghamshire County Council. This is a standard clause and this was therefore proposed by Cllr Scott, seconded by Cllr Allen and supported unanimously
- b) To choose name for building – as this is referred to as the Old Police Contact Point and the Parish Council refer to it as 71 High Street, it is felt that a clearer name should be chosen. Following the Sieghart Report it is recognised that the role of a library is much wider and provides a community hub for the Parish. Cllr Allen to note the names suggested and ask David Dakin to make up some designs to be brought to the next meeting for agreement.

9. Village Centre

- a) Recycling Containers – review number and type of containers. The containers are no longer contained within the area built for them. The shoe container has appeared

without permission, and the cans container duplicates NSDC recycling. It was therefore proposed by Cllr Scott that these two bins are removed, seconded by Cllr Parkin and supported unanimously.

- b) Report from meeting with LCS – problems with parking in the car park obstructing the right of way. Notices have been put up and hopefully buggies and mobility scooters will now be able to use the dropped kerb provided. Cycle racks will be provided by the new store. Solar panels will not be provided on the new store, but LCS will be using LED lighting, which saves them considerably more. LCS have offered to produce a Collingham flag to the design chosen in 2014.

10. Collingham War Memorial

- a) Listing – has been agreed
- b) Grant opportunity for possible interpretation board – this would provide an opportunity for displaying all the names on the Memorial. This would be done in conjunction with the History Society to commemorate the end of the war in 2018. Cllr Scott to progress this
- c) Grants for War Memorials – War Memorials Trust – the memorial is now eligible for grants for more major works, but not general maintenance works.

11. Community Park update & progress

Benches and other furniture are now being fitted for the park users.

- a) Training – 15 July, RCAN are using our park to provide a training event for RoSPA safety inspections. The Parish Council has one free place on this training as the park is being used. Clerk to put this on the website to see if anyone from the Parish would be interested in attending.
- b) Increase in grass cutting contract – Clerk to try and obtain further information on this. Cllr Scott to arrange a site meeting with the contractor and put on the agenda for June

12. Proposed PCSO cuts

The only police presence in the Parish is from the PCSOs and there was concern that there would be no presence if their numbers were cut. NCC Cllr Dobson is meeting with Paddy Tipping, the Police and Crime Commissioner, next month and will discuss rural policing with him. The Parish Council (Clerk) is to write a response expressing concern about reductions in PCSOs and the impact this will have on rural policing. Many councillors were incensed when they saw these proposals especially as there have been a number of break-ins recently. Also we are a principal village in terms of development and the village will continue to grow in size. Proposed by Cllr Allen, seconded by Cllr Wright and supported unanimously. Copy of the letter to be sent to NCC Cllr Dobson

13. Request for Village Sports clubs for financial support/grants

- a) Collingham Tennis Club – Clerk to reply. When the first instalment of the Pitomy Farm Community Facilities money has been received from NSDC, a grant awarding scheme will be put into place. All community groups with buildings will be notified of the grant scheme. Clerk to also chase instalment from NSDC.
- b) Collingham Football Club – Clerk to reply. Again we are in no position to help. Once a grant system is in place they will be able to apply. Reference in both letters is to refer to the explanation of “Capital Expenditure” which the Clerk is to add to the website

14. Newark and Sherwood District Council Community Infrastructure Levy (CIL) monies for 2014/15

<http://planningguidance.planningportal.gov.uk/blog/guidance/community-infrastructure-levy/>

- a) Note the conditions and terms of the monies received – this can be used to support a wide range of infrastructure, but a grant system needs to be set up before this could be done. Clerk and Cllr Scott to draft a policy for agreement at a future meeting.
- b) Transfer monies received to Reserve account and ring fence for future CIL expenditure proposed by Cllr Musson, seconded by Cllr Parkin and agreed unanimously.

15. Web site update

- a) Additional hours for Clerk – an additional 10.5 hours have been worked on transferring the website to the new host and refreshing all the content. 4 hours of this were incurred on getting to the point of making the site live and containing all of the required data for the Parish Council. The further 6.5 hours have been on the transfer and refresh of clubs/societies and businesses. No additional time should be required for any further development of these areas.
- b) At a previous meeting the Clerk was asked to investigate with the current host if there was any possibility of reducing the cost as they were now only hosting emails and not the website – they have responded and there is no possibility. Alternative email hosting to be consider before the renewal is due in October.
- c) Emails for councillors –various options are available and **Cllr Hatton** will produce a paper for the **June Agenda**

16. Speed Watch

- a) Nottinghamshire Speed Reduction Wheelie Bin Stickers – thought to be a good idea **Clerk** to write and offer research opportunities, in the hope of receiving free stickers in return
- b) Volunteers – still being requested. There are two possible volunteers for **Cllr Allen** to contact

17. Correspondence:

- a) Financial Topic Note F03-15 from NALC on Local Audit and Accountability Act 2014 – noted
- b) Government Pipelines and Storage System (GPSS) – Sale Announcement
- c) Village Centre Parking Spaces. More disabled spaces will be provided outside the new store. The existing spaces are currently shared with all facilities in the centre, these will stay when the new store opens, increasing the overall number. **Clerk** to respond on this basis
- d) Trent Valley Internal Drainage Board – Notice to enter. **Cllr Scott** to let Cllr Allen have the information for the unpaid workers scheme as the work is for the removal of Himalayan balsam – **Clerk** to try and ascertain a date from TVIDB for this work
- e) Trent Valley Internal Drainage Board – Newsletter, noted.
- f) Crossing of High Street – **Clerk** to respond. Cllr Mrs Dobson will ask for the County Council to review this.
- g) Cycle Parking in new Village Centre – see item 9a above. **Clerk** will respond
- h) County Council Civic Service – Sunday 28 June, 3pm Cllr Parkin + 1 to attend, any other councillors wishing to attend to contact the Clerk asap.
- i) Code of Conduct Training – NSDC, 23 June 2015 6-8pm. Places to be booked for Cllr Hatton, Cllr Marshall, and Cllr Scott to attend. It is recommended that all councillors should attend this training.
- j) WREN - Reform of the Landfill Communities Fund – **Clerk** to respond stating how important this grant system is for the community, **Cllr Scott** to help with response, Cllr Hatton offered to help with calculating data when applying for, or completing grant applications.

18. Councillor training, “Off to a flying start” – places booked on Wednesday 3 June 2015 at Thurgarton 7.30pm – 9.30pm, names of attendees required – Cllr Barrie, Cllr Davies, Cllr Hatton. Clerk to cancel 1 place and book another place for Cllr Marshall.

19. Councillor’s & Clerk’s reports and items for future agendas:

Cllr Parkin

- Election expenses return needs to be in by 7th June even if nil return.

Cllr Davies

- Footpath 14 notices to householders regarding hedges at both ends are required – **Clerk** to arrange.

Cllr Wright

- Car parking on the estate – Cllr Scott to be included
- The Tenants and Residents Association AGM is to be held on 8 June 2pm at William Bailey House, if any councillor would like to attend

Clerk

- Flood Warden Workshop 23 September. Queries were raised as to whether anything was being run from the Gainsborough depot, rather than Nottingham as this would be more appropriate. **Clerk** to investigate

The meeting closed at 9.50pm

Abbreviations

NCC – Nottinghamshire County Council/Councillor

NSDC – Newark and Sherwood District Council/Councillor

LCC - Lincolnshire County Council

LCS - Lincolnshire Cooperative Society

PRoW - Public Right of Way

SNG - Safer Neighbourhood Group