

## MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING

held at 7.30 pm on 23 JULY 2015

in the YOUTH & COMMUNITY CENTRE, LOW STREET, COLLINGHAM

Public forum: *no public present at this time*

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

Clerk: Caron Ballantyne

**In Attendance:** Cllr Dobson (Part), 2 members of the public (part)

### 1. **Apologies for absence:**

Apologies noted from Councillors Wright and Dove and accepted

Apologies from Cllr Clarke noted

Cllr Dobson to leave following Item 5 - noted

Cllr Parkin to leave following Item 7 - noted

### 2. **Declaration of interest:**

Cllr Hatton declared an interest in the planning application for 82 High Street.

### 3. **Minutes: to consider**

Minutes of the meeting of 26 June 2015 were agreed. Proposed by Cllr Scott, seconded by Cllr Allen and agreed unanimously by those present. Minutes were signed by the Chair.

### 4. **Progress reports**

- Village Centre – Removal of two recycling containers. Cllr Scott has phoned numerous times and they have now been taken out of use. This will continue to be pursued, until resolved
- Co-op Store, closure of footpaths. It was reported that the NC37 had notices up saying footpath closed. There had been no notice given and NCC was not aware. This was subsequently reopened the same day. The site manager was made aware of the legal position on closure of PRow

### 5. **Report from County and District Councillors**

Cllr Mrs Dobson

The terms of reference for the SNG has now been received by the Parish Council

The Parish Council will be pleased to know there are no rates to pay on 71 High Street, any which have been paid will be refunded. NSDC are currently looking at this

Section 106 monies for library from Pitomy Farm - Peter Gaw (NCC) is to contact Andy Hardy (NSDC) to resolve this matter

Potholes on Westfield lane have been reported

Disabled Parking outside the new library will be investigated by Nottinghamshire County Council

## 6. Finance:

Income			VAT	Total
Collingham & District Twinning Committee – Closure of Accounts	To be transferred to the reserve account and ring-fenced for Twinning activities	£1,108.12	Nil	£1,108.12
HMRC	VAT refund	£5,858.12	Nil	£5,858.12
D Maxwell	Donation for Community Park	£250.00	Nil	£250.00
First Aid Training Course	Donation for Defibrillators	£10.00	Nil	£10.00
Cemetery	Burial Fees	£210.00	Nil	£210.00
Fields in Trust	Grant for Community Park	£10,482.50	Nil	£10,482.50

**Expenditure**

E-On by Direct Debit	Jubilee Room Electricity Supply - June	£8.82	£0.44	£9.26
Robert Townsend Electrical Ltd	Installation of 1 no defibrillator at the Y&CC	£111.25	£22.25	£133.50
Fleet Fencing	71 High Street	£749.45	£149.89	£899.34
RCAN by BACS	Playground Inspection Training for Cllr Allen	£60.00	Nil	£60.00
Clerk by BACS	Expenses	£109.77	£1.66	£111.43
HMRC – to be paid by Direct Debit	PAYE (Direct Debit)	£192.56	Nil	£192.56

All expenditure to be agreed was proposed by Cllr Musson, seconded by Cllr Allen and agreed unanimously – the Parish Council wished to record its thanks to Richard Woodhurst for his work as Treasurer of the Association and the Clerk would send a formal letter of thanks to Mr Woodhurst

- **Bank Reconciliation for the year to date** – signed by the Chair of Finance and circulated
- **Budget Monitoring for Quarter 1** – All spend is within budget. Only potential issue is with the Business Rates where the projection is currently showing an overspend. See Item 5 above
- **Transfer of monies as listed below**
  - **Transfer of Twinning monies to reserve account and ringfence**
  - **Transfer of VAT refund to Park Account £1,202.20**
  - **Transfer of VAT refund to Capital/Revenue reserve £1,529.23**

These transfers were proposed by Cllr Parkin, seconded by Cllr Musson and supported unanimously.
- **Sherwood & Newark Citizens Advice Bureau, application for Grant Aid** – Clerk to respond and explain that Collingham has the Rural Advice Centre, which the Parish

Council will support if necessary with the provision of a Section 137 grant, if the appropriate procedure is followed.

- **Agreement to professional fees for Payne & Gamage with regard to agreement for 71 High Street** – This is for a sum of £750 + VAT, proposed by Cllr Musson, seconded by Cllr Allen and supported unanimously. **Clerk** to advise Payne & Gamage that their services are required and NCC of the solicitor acting on behalf of the Parish on this matter

## 7. Planning:

### Applications

15/00818/FUL	High Street (82), Mayfield Cottage	Cllr Hatton left the meeting for this item Householder application for the erection of two storey side extension & conversion of rear garage to study – SUPPORTED. Is there ample space for vehicle turning movements? Is the existing High Street wall to be retained as it is of interest. Cllr Hatton returned to the meeting 2 members of the public left the meeting
15/01059/FUL	The Green (22), Office Cottage	Erection of wooden summer house in rear garden – SUPPORTED unanimously
15/01140/FUL	The Lawns (36)	Householder application for single storey side extension to bungalow – SUPPORTED unanimously
15/01176/FUL	The Hemplands (7)	Householder Application to Extend Length of Garage; Remove 5 Leylandii Trees and Fence and Widen Drive – SUPPORTED unanimously
15/01185/FUL	Monkwood Close (2)	Householder application for demolition of existing conservatory and construction of new extension on existing footprint – SUPPORTED unanimously
15/00930/ADV	Low Street, Grey Horse Inn Public House	Erection of illuminated and non illuminated signs to the exterior of the building – NOT SUPPORTED unanimously for the following reasons: NSDC Policy item C1 the Appearance is not in keeping with the building or the surrounding conservation area, the layout of the signs is too dense and light pollution, highway safety. The colour scheme of the building is in keeping with the conservation area, however it was queried if it is appropriate to paint the brick wall on Low Street, highway safety
15/01213/FUL	Swinderby Road (59)	Householder Application for First Floor Extension above Existing Rear Ground Floor – SUPPORTED unanimously
15/01214/FUL	Newark Road, Collingham Cricket Ground	Single Storey Extension to Cricket Club House – SUPPORTED unanimously

### Decisions

15/00429/FUL	Norwell Lane, Brough (Land at)	Erection of Agricultural Workers Dwelling	Permitted
15/00565/FUL	Carlton Ferry Lane, Cottage	Change of use of stable block to office	Permitted

15/00851/FUL	Station Road (40)	Householder Application for Porch to Front, Two Storey Extension to Side and Single Storey Extension to Rear	Permitted
15/00911/LBC	South End (23), High House	Removal of Runners and Clay Pantiles to Roof of Two Storey Element, installation of Felt Roofing, installation of new runners and replacement of Clay Pantiles	Permitted

### Appeals

14/00932/FULM	Potterhill Road, Mulberries	Amendment to proposed 71 bedroom level 5 dementia care unit	Dismissed
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All decisions noted along with the appeal

- Central Lincolnshire Local Plan, revised timetable for consultation – noted only
- Lincolnshire Minerals And Waste Local Plan - Notice of submission of core strategy – noted only

### 8. Community Infrastructure Levy (CIL) and Section 106 Policy

Consider the proposed policy document – no comments on the proposed policy. Acceptance of the policy was proposed by Cllr Scott, seconded by Cllr Allen and supported unanimously. **Clerk** to add to the website and email all organisations with buildings that may wish to apply for a grant

### 9. Statement of Gambling Policy from NSDC

No comments to be raised, approve of the changes proposed. **Clerk** to respond

### 10. Letters of Support

- Collingham Tennis Club – Request for a letter of support to Lawn Tennis Association for a grant. This is in relation to the planning application that was submitted last month. **Clerk** to action. Proposed by Cllr Scott, seconded by Cllr Musson and supported unanimously
- Collingham Fire Crew – request for a letter of support for members of the fire crew to take over first aid initial response to Chief Fire Officer. The Fire Crew are a key part of the community and this was a welcome suggestion as the response from the ambulance service is so poor along the A1133. **Clerk** to action. This was proposed by Cllr Allen, seconded by Cllr Davies and supported unanimously. **Cllr Scott** to contact all villages along the A1133 and seek their support also.

### 11. Community Park

- Play Ground Inspection Training Course – this has highlighted additional items for action by HAGs-SMP as some of these are design issues, as well as other items that others need to address (Cllr Scott/Allen). The fencing contractor will be contacted (**Cllr Scott**) along with NCC Highways (**Clerk**) to resolve issues raised. It was proposed that the retention for HAGs-SMP is retained until issues resolved by Cllr Scott, seconded by Cllr Musson and agreed unanimously
- Celebration date – 12 September 2-4pm, invitations to be sent to donors, article to appear in the Fleet and letter to all parents at John Blow once School recommences by **Cllr Scott**
- Additional Payment for grass cutting – this has been calculated for the whole year and has been averaged out over the year and it was therefore proposed that this was accepted by Cllr Scott, seconded by Cllr Allen and supported unanimously. **Clerk** to amend payments accordingly

**12. Defibrillators**

- a) Dale Field – this is now installed and operational
- b) William Bailey House – There will be no need for a separate meter, but there is still to be an annual charge of £16. Proposed that this was accepted by Cllr Scott, seconded by Cllr Allen and supported unanimously. Thanks go to Cllr Wright and the Tenants and Residents Association for their efforts in bringing this to a satisfactory conclusion

**13. 71 High Street**

- a) Shutters – Hillarys have agreed a reduction in the cost of the supply and fit as this is for community use
  - b) List of invitees to the opening on 26 September: Celia Moody, Barnard Construction, Tracey & Neil Anscombe and Peter Banks. Cllr Scott to pass on these details
- NCC have done some possible designs for the front of the building, these were discussed and whilst everyone liked the size of the letters of option B and the wording “the library @ 71”, the colour scheme is inappropriate. The print on the windows needs to stand out against the white shutters. Reference to the Parish Council to be put on the office window. Cllr Scott to speak to NCC

**14. Postal address for the Parish Council**

All Parish mail is to be sent to 71 once the postbox is installed

**15. Lincolnshire LIVES**

Lincolnshire LIVES are keen to include Collingham volunteers in their provision of first responders in the area. A request has been made to Collingham Parish Council support this development which will benefit the community through improving health care outcomes. This is something which has been raised before but it was unclear how this was funded. If they could contact the Clerk with details of their proposals so this can be discussed at the next Emergency Committee (Provisional Date in October)

**16. Correspondence:**

- a) Best Kept Village – The village did not make the final 4 this year. Letter to be sent to BKVC about the size classifications
- b) Dog Fouling – This was noted and more notices will be erected. The dog warden in Newark comes out on demand
- c) Grass Verges – The cutting of verges is of concern to pollinators and the Parish Council has some area which could be left longer. This is something that the Parish Council will consider for future maintenance of grassed areas
- d) Financial Topic Note 05-15, Financial Services Compensation Scheme – this was noted as good news
- e) Email from Came & Co (Parish Council Insurers) – it was noted

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

*Cllr Marshall*

- Nothing to report

*Cllr Hatton*

- Has arranged to meet the Head teacher of the school in September

*Cllr Musson*

- Cllr training on Wednesday with Cllr Marshall

*Cllr Allen*

- Notice boards in the village – Poor Close allotments have put up a notice which has only been up 2 days before being removed. All need to be aware of people removing notices
- Men working signs are believed to be with a volunteer and would be reclaimed.  
Cllr Allen to follow this up

*Cllr Barrie*

- Nothing

*Cllr Davies*

- Nothing

*Clerk*

- Tree at Glebe Field has been removed, but now evident that saplings need removing.  
Clerk to speak to NCC to resolve as they are on the PRow side

*Cllr Scott*

- Now is the time for collating any reports of overgrown trees and hedges, including any around traffic signs and street lights. Clerk to write to householders in early September
- The sides of many PRow need cutting and will be reported to NCC
- There have been reports of dangerous parking in front of the existing co-op
- Westfield Lane potholes – see Item 5 above
- History Society meeting on Tuesday 21 July, agreed that they would become a charity and take on the Jubilee room. The Parish Council would maintain ownership and external maintenance
- Keith's retirement as postman after 28 years – a thankyou letter has been received and copies will be put on noticeboards and in the Fleet
- Besthorpe are holding a Strawberry Tea on Saturday 25 July 2-4pm
- Thorney are having a fundraising event on Thursday 30 July at 7.30pm. Refreshments to be £5. Clerk to put details on the website
- Reminder that the Football Club are fundraising with "buy a brick" at a cost of £25 each, with the donors name on each brick

The meeting closed at 9.40pm

**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