

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING

held at 7:15pm on 24 September 2020

by video conference during Corona Virus National Emergency

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

Clerk: C Ballantyne

Assistant Clerk: Sarah Markall

In Attendance: No members of the public in attendance

Action by:

Sarah Markall, Assistant Clerk was introduced to all Councillors

127 Declaration of intent to record, film or photograph the meeting by members, members of the public or the press

None

128 Public Forum

No public in attendance

129 To receive apologies for absence

Apologies were received from Councillor Musson and the reasons for absence were accepted

130 To receive any declarations of interest

Cllr Fabian declared an interest in agenda Item 134a Planning Application 20/01689/HOUSE (50 High Street)

131 To receive and approve the Minutes: of the Parish Council Meeting of 27 August 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

County & District Councillor Mrs Dobson joined the meeting

132 To receive reports from County and District Councillors

County & District Councillor Mrs Dobson

Several gullies which have been requested to be cleaned by the Parish Council, unfortunately the online reporting system is not working correctly, this is now in hand and Nottinghamshire County Council will advise shortly when the work will be undertaken

Speed limit in Brough is being investigated from the Crossroads through to the Danethorpe junction

The pumping station on Low Street is not working correctly and is resulting in an odour. This is being investigated by Nottinghamshire County Council

District Councillor Mrs Dales

Work on the Neighbourhood Plan project plan is on the agenda for discussion

The IDB have not received the email about the problem on the Fleet, the email is to be sent again

County & District Councillor Mrs Dobson left the meeting

133 Finance

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

Receipts

| | | |
|--------------------------------|---|-----------|
| Burial Ground | Cemetery Fees | £385.00 |
| Nottinghamshire County Council | 71 High Street Service Charge (Ringfenced for General Maintenance Reserves) | £1,000.00 |
| NSDC | Business Rates Rebate – Burial Ground (South End) | £139.05 |

Noted, the insurance for 71 High Street is to be taken out of Nottinghamshire County Council monies, which will be placed in the maintenance reserves as normal

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

Payments

| | | | VAT | Total |
|----------------|----------------------------|---------|--------|---------|
| Laptops Direct | Individual Items | £449.97 | £89.99 | £539.96 |
| Aqualogic | Burial Grounds Maintenance | £81.24 | £16.25 | £97.49 |

Approved unanimously

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

Payments

| | | | VAT | Total |
|--------------|--------------------------|---------|--------|---------|
| Pass Ltd | H&S equipment | £68.93 | £13.79 | £82.72 |
| SLCC | Subscription - SLCC | £100.00 | NIL | £100.00 |
| SLCC | Training - Course | £50.00 | £10.00 | £60.00 |
| Men in Sheds | Community Park – General | £150.00 | NIL | £150.00 |
| Peter Byham | Building Maintenance | £34.00 | NIL | £34.00 |

Payments approved unanimously

d) Bank Reconciliation for the year to date – signed by Cllrs French and M Davies, noted

e) To consider Christmas Tree arrangements for the village centre. Resolved unanimously that whilst the community trust funds have now all been used the Parish Council will fund the shortfall for this year and all of the costs for future years

Clerk

f) To consider purchase of a colour laser printer. Resolved unanimously to purchase a new printer and the appropriate paper

Clerk

g) To consider quotations for annual insurance policy. Resolved unanimously that the insurance renewal quote be accepted. It was noted that the address of the Jubilee Room is incorrect, Clerk to speak to the insurer

Clerk

134 Planning

a) Applications for consideration

| | | |
|----------------|---|--|
| 20/01481/FUL | Healey Close, Land At | 1 No. 1-bed unit and associated landscaping and parking – NOT SUPPORTED unanimously Design and Visual Impact Privacy/daylight/sunlight |
| 20/01510/S73M | Station Road, Land Adjoining Braemar Farm | Application to vary condition 8 of planning permission 19/00072/RMAM to allow amendments to house types and site layout – SUPPORTED unanimously This improves the proposed layout of the site |
| 20/01582/FUL | Station Road (68), Willow Bend | Construction of new dormer bungalow with a new detached double garage and a new detached double garage for Willow Bend, existing garage and timber outbuildings to be removed. – SUPPORTED unanimously |
| 20/01597/HOUSE | Low Street (8), Rose Cottage | Installation of new window to front elevation at first floor and installation of three rooflight windows – SUPPORTED unanimously. |
| 20/01612/FUL | Carlton Ferry Lane, Wharf Cottage | Change of Use of Office Building (Use Class B1a) to Self-Contained Holiday Accommodation (Use Class C3) – NOT SUPPORTED unanimously Ecology/landscape Planning history Health and Safety This location flooded in 2012 and Feb 2020 |
| 20/01616/LBC | High Street (12) | Alter existing windows to double glazed casement windows and replace front door – SUPPORTED unanimously |
| 20/01689/HOUSE | High Street (50) | Single storey rear extension to existing two-storey dwelling. – SUPPORTED unanimously by those voting |
| 20/01732/HOUSE | South End (29), Sweet William Cottage | New porch enclosure and new roof and cladding to existing store – SUPPORTED unanimously |
| 20/01781/FUL | Swinderby Road (14), Swinderby Lodge | Conversion of barn to form annexe as ancillary accommodation to existing dwelling, and single storey side extension, replacement of porch, and attic conversion to host dwelling, with reinstated gated access (resubmission of 19/02115/FUL) – SUPPORTED unanimously. The request from the Parish Council to retain the building as ancillary to the main dwelling remains. The Parish Council support the use of the smaller entrance as pedestrian only |

b) Applications Determined

| | | |
|---------------|---------------------------------------|---------------|
| 20/01028/OUT | High Street (91) Holly House | Refuse |
| 20/01268/FUL | Low Street, Grey Horse | Grant |
| 20/01573/TWCA | Swinderby Road (14), Swinderby Lodge | No Objections |
| 20/01631/TWCA | Lunn Lane, Low Street and Newark Road | No Objections |
| 20/01787/TWCA | High Street (130), The Old Stables | No Objections |

Noted

- c) County Matter Application Consultation Further Information – PL/0033/20. Resolved unanimously that there were no additional comments to be made further to the changes made

Clerk

- d) Public Consultation on the Draft Residential Cycle and Car Parking Standards & Design Guide SPD 2020. Resolved unanimously that this is a good document and will be a useful document when considering future development, response to be drafted and submitted

Clerk

135 To consider the draft project plan for a Collingham Neighbourhood Plan

Resolved unanimously to progress a Neighbourhood Plan

Clerk

136 Best Kept Village

- a) To consider purchase of wildflower turf for the Pinfold – Resolved by majority to proceed with this

Clerk

- b) To consider purchase of an additional bin for the Pinfold – Resolved unanimously to purchase a new bin, the exact location to be determined once it has been delivered

Clerk

- c) To consider purchase of various correx signs to address dog fouling – resolved unanimously not to purchase any more signs at this time as the new printer would be able to produce notices for this purpose

137 Fleet Article for November – Cllrs J & M Davies to write, several topics were suggested for consideration

138 Correspondence

- a) The Local Electricity Bill's Reintroduction – To consider and adopt the draft resolution. Resolved unanimously that Councillor Dales would try to find out more

**Cllr
Dales**

- b) EMR Regional Services Stakeholder Survey. Resolved unanimously that this would be completed by the Clerk and Cllr Fabian

**Clerk
Cllr
Fabian**

- c) Letter from Robert Jenrick MP. The letter of thanks was noted. Cllr Dales to ask Robert Jenrick to speak to the Parish Council about the Planning Legislation changes and Unitary Authorities

**Cllr
Dales**

- d) Nottinghamshire County Council Devolution and Local Government Reorganisation. Resolved unanimously that the leader of Newark & Sherwood District Council be invited to speak on this along with Robert Jenrick

**Cllr
Dales**

- e) NALC virtual AGM – 19th November. Resolved unanimously that Cllr Fabian and Hatton would be the delegates

Clerk

| 139 | Parish Clerks Report | Agenda Item |
|-----|--|-------------|
| | ➤ Public Space Protection Orders for Pitomy Farm Play area – NSDC have the Order for Pitomy Farm to be progressed when the relevant committee next meets to discuss such items. | 17/167f |
| | ➤ 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 |
| | ➤ “Collingham-PC.gov.uk” domain has been obtained. Email accounts set up for all Councillors and staff. New email addresses now posted to noticeboards, website and included in the fleet. New website to be set up and populated and Parish Council information removed from Parish site. | 87c |
| | ➤ Speed Limit Review Brough –NCC highways have this on the list to review | 113a |
| | ➤ Budget Monitoring, virements made | 121e |
| | ➤ Appointment of Assistant Clerk made along with all necessary contractual employment requirements | 126 |

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
- Tree/hedge issues being raised with householder/landowner to discuss resolution

Reports to NCC

| | | |
|--------------------|---------|---|
| FS250058468 | Manhole | Damaged/Collapsed cover - High Street/The Green |
| FS251241457 | Gullies | Popped cover - Whitemoor Lane |
| FS251242767 | Gullies | 40 Low Street - Full of detritus and not draining |
| FS251244037 | Gullies | Low Street, Opposite Carlton Ferry Lane – Full of detritus and not draining |

Reports to NSDC

| | | |
|-------------------|-------------------|--|
| ESB1305398 | Fly tipping | Northcroft Lane |
| ESB1315623 | Litterbin request | Woodhill Road - near electric substation |
| ESB1319131 | Fly tipping | Potterhill Road |
| ESB1320860 | Road Sweep | Low Street - Baptist Lane to Church Lane |
| ESB1326026 | Dog Poo | Thornton Road/Station Road |

Assistant Clerks Report

Employment commenced on 1st September

Started work on populating Parish Council website on the new domain and ensuring accessibility regulations are met – will be made live once the outcome of the Local Council Award Scheme application is known, as the application includes links to the existing Parish site

Station adoption Health and Safety Briefing completed along with planning briefing from NSDC

Councillor T Musson

Hard copy minutes of previous meeting have been signed

Resident of Station Road would like to object to the closure of Cross Lane Level

Crossing, due to the significant resulting pedestrian route – The Parish Council are continuing to discuss this matter with Nottinghamshire County Council and Network Rail as this concern has been raised previously

Councillor Fabian

35a – Refurbishment of metal ended benches – The bench most in need of work was at the Pinfold, this has now been removed for refurbishment, these have now been returned and will be installed now the edgings have been installed and boundaries have been trimmed.

Some footways on Woodhill Road have been edged, this has increased the width of the footway and will hopefully improve judges' comments for Best Kept Village judging next year

Councillor C Allen

Residents of Brough have volunteered and following a Risk Assessment being carried out and training provided have been undertaking Speedwatch activities

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.

Station Adoption

Annual Health and Safety Briefings have been completed for all Councillors/adopters, with the exception of those shielding

District Councillor Mrs L Dales

113c – new anti-litter campaign and posters NSDC to be advised that they give the wrong message – Newark & Sherwood District Council disappointed that the Parish Council didn't like them as they have been well-received elsewhere

113e – Newark News Journal – this is another local publication, useful or not depending on what kind of coverage is required but nothing different to papers already available

The meeting closed at 20:45pm

Abbreviations:

NCC – Nottinghamshire County Council/Councillor

NSDC – Newark & Sherwood District Council/Councillor

LCS – Lincolnshire Cooperative Society

EMR – East Midlands Railway

PRoW – Public Right of Way

Y&CC – Youth & Community Centre

CDHS – Collingham & District History Society

PPG – Patient Participation Group