

**MINUTES OF THE FULL COUNCIL MEETING OF COLLINGHAM PARISH COUNCIL  
HELD AT THE YOUTH AND COMMUNITY CENTRE, LOW STREET ON 27  
FEBRUARY 2014**

**1. Apologies for absence**

S Dove            M Dowell            C Moody            T Ozbourne            M Parkin

**Present**

C Allen            D Evans            G Norcott            R Scott (Chair)    V Wright            NCC M Dobson  
NSDC M Shaw                            J Guest, Clerk

**2. Declarations of Interest:**

- (a) To declare any personal interests in items on the agenda and their nature
- (b) To declare any prejudicial interests in items on the agenda and their nature

Mrs Scott declared an interest in item 16 on the agenda.

Mrs Scott proposed an Exclusion Motion for agenda item 17. Seconded by Mrs Wright and agreed unanimously.

**3. Minutes:** the minutes of the meeting of 23 January 2014 were approved, proposed by Mr Allen, seconded by Mr Norcott and agreed unanimously.

**4. Progress reports:** (for information)

- (i) Tree at Burial Ground – the tree has been checked and is safe.
- (ii) Trees at Vine Farm – work has started and will be completed by tomorrow.

NCC Mrs Dobson spoke to the meeting on the following agenda items:

Anti-Social Behaviour - youth workers are visiting the village regularly. Recent incidents have been reported. Progress is being made. The intimidating behaviour towards Co-op and Medical Centre staff must stop and Mrs Dobson has made this clear to the Youth Justice Team.

Local Improvement Scheme – the applications recently made will be assessed next week under a new system. Mrs Dobson will keep the Parish Council updated.

Broken Drains on Low Street – Severn Trent have accepted that they have caused this problem and the matter is now with NCC Legal Department. Mrs Dobson will monitor this weekly.

Collingham Events – from the County Councillors Fund, Mrs Dobson has very kindly donated a sum towards the publicising of the May Fair.

Parking on Swinderby Road – Police and NCC Highways Department are still investigating this. Mr Evans has delivered more 'considerate parking' cards to Mr Ozbourne. Incidents do need reporting to 101, the more that are recorded the better. It is not simple to add double yellow lines; this is a very costly procedure involving adverts in the London Gazette for example.

Superfast Broadband – there is a meeting tomorrow at NCC to try and obtain dates from BT for the project.

Mrs Scott asked Mrs Dobson if the Police and Crime Commissioner's Community Safety Fund was a suitable place to apply for a grant for a youth shelter, it was felt it was.

Thanks were given to Mrs Dobson for all her work on behalf of the Parish. Mrs Dobson left the meeting.

### 5. Income and Expenditure

J Guest	Reimbursement of cost of new printer	£85.20	£17.04	£102.24
National Association of Local Councils	Annual Subscription	£396.43	£0.00	£396.43
Collingham Memorial Hall	Room Hire for Community Park Meeting	£12.00	£0.00	£12.00
Collingham Youth & Community Centre	Room Hire for Meetings	£202.50	£0.00	£202.50
Robert Townsend Electrical Ltd	Connecting Christmas Lights	£120.00	£24.00	£144.00
AEB Landscapes and Equestrian Services	Park Inspections January	£60.00	£0.00	£60.00

The above payments were approved, proposed by Mr Evans, seconded by Mrs Wright and agreed unanimously.

### 6. Correspondence

Email from resident about parking on Swinderby Road and its junction with the High Street – this is an ongoing problem already discussed tonight. A notice has been put up by the Parish Council requesting considerate parking. Nottinghamshire Police and NCC Highways Department are aware. Email from Michelle Sutter regarding events in Villeneuve to commemorate World War I – Invitations have been given to the VE commemoration on 8 May and Remembrance Day on 11 November. Details will also be circulated to village groups.

Email from NALC regarding Better Broadband for Nottinghamshire – the contents were noted.

Letter from resident regarding grass verges on Braemar Road – The Tenants and Resident Association (TRA) have been dealing with this matter for some time with Newark & Sherwood Homes (N&SH). Stephen Feast, a director at N&SH will be coming to speak to the Parish Council in the next few weeks about this matter.

Dog Control Orders Questionnaire received from NSDC – replies were discussed and the Clerk will collate and send to NSDC.

Letter from resident suggesting ideas for the use of 71 High Street – as the building is not yet the property of the Parish Council it was felt premature to discuss use.

Email regarding the Nottinghamshire Police and Crime Commissioner's Independent Custody Visiting Scheme of Volunteers – the contents were noted.

Email from the National Association of Local Councils about Powers for Local Councils to sell Electricity – the contents were noted.

**7. Community Park** – update from the Community Park meeting of 10 February and to agree the financial contribution the Parish Council will make to the improvements at the Park.

Work on the WREN grant application is continuing. Another grant application has been made to Fields in Trust. Mrs Scott has contracted NSDC Planning Department to ask about unspent s106 monies due to Collingham.

A Committee member is writing to obtain sponsorship.

Councillors felt they needed more information to make a decision and were invited to attend the next Community Park Committee meeting on 10 March.

**8. Collingham Events** – update from the May Fair Committee meeting on 17 February. To agree the date for Advent Lights and Carols 2014.

The last meeting was very successful with lots of volunteers coming forward. Mrs Moody was elected as Chair, Mrs Solder as Vice-Chair, Mrs Wright as Treasurer and Mrs Herbert as Secretary. Several residents have offered to help with the raffle. A process used by the Rotary Club for their raffle will be followed. A Facebook page has been set up. Several village groups are funding deposits. Pitches will be offered for rent.

All trustees of the Community Trust Fund have been written to and new trustees are needed. Mrs Wright has a meeting about a new bank account arranged. A local landowner has kindly offered the use of a field for parking.

Mrs Scott has applied this week for a grant of £1000 for funding the event. Mr Evans hopes to provide contact details for the organ that has played at the May Fair for many years.

The date for this year's Advent Lights and Carols was agreed for 7 December. Proposed by Mrs Scott, seconded by Mrs Wright and agreed unanimously. A brass band needs to be booked quickly.

**9. Anti-Social Behaviour** – to discuss a request from PCSO Samson-Bailey for ASB diary sheets to be printed in the Fleet.

It was agreed that PCSO Samson-Bailey would be asked to provide diary sheets to the Parish Council to give to residents on request and this would be advertised in The Fleet. Proposed by Mrs Wright, seconded by Mr Evans and agreed unanimously.

**10. Collingham Domain Name** – to discuss and agree whether to pay an invoice for £24 for Collingham Domain name.

It was agreed that provided costs did not exceed £150 annually the Parish Council would pay the costs of hosting the village website. Proposed by Mrs Scott, seconded by Mr Allen and agreed unanimously.

**11. Flagpole at Village Centre** – to agree the costs of replacement parts to repair flag pole and the purchase of new flags.

It was agreed to approve the costs provided they did not exceed £75. Proposed by Mrs Scott, seconded by Mr Allen and agreed unanimously.

Mr Norcott queried why the Union Jack could not be flown; the Parish Council is governed by the strict rules of the Flag Institute.

**12. Update on Local Improvements Scheme Grants** –at the 'green corridor' on Swinderby Road. Communal tree and poppy seed planting will take place at the end of March. Work at the 'green corridor' has been slow and is being followed up.

**13. Campaign to Protect Rural England – Best Kept Village Competition 2014** – to discuss and agree a plan for the Parish Council's entry.

Benches are in a poor state of repair. Parish Councillors will repair the benches at the Cross Site and the Millennium sign there. Volunteers for other benches will be sought in The Fleet. The Scouts have already offered their support. Village groups will be contacted too.

**14. Annual Parish Meeting** – to discuss and agree plans for this meeting to be held on 13 March. Invitations have been issued along with requests for speakers. District Councillors will make a report. Fundraising '200 Club' tickets will be sold by the Youth and Community Centre on the night. The meeting will begin at 7.30pm and refreshments will be provided.

**15. Recycling Bin at Village Centre** – to agree the contractor to be responsible for the maintaining of the paper bin.

Mrs Scott has spoken to the existing contractor and they will be answering the queries raised early next week. Thanks were given to Mr Ozbourne for his help to resolve this issue.

Mrs Scott left the meeting.

**16. Grass Cutting Contract** – to consider the quotes received and agree which to accept.

It was agreed that the existing contractor would be contacted with queries about his quote.

Mrs Scott returned to the meeting.

**18. To agree a transfer of £2000 from the Reserve Account to the Current Account** – to cover anticipated expenditure before the financial year end.

Proposed by Mr Evans, seconded by Mr Allen and agreed unanimously.

**19. Broken Drains and Sewer Pipes in the middle section of Low Street** - to agree a course of action regarding the damage identified by Notts CC Highways Department and Severn Trent.

The matter had been discussed earlier during Mrs Dobson's report.

Mr Allen proposed that letters be sent to local building firms asking them to use Queen Street to access the new housing development on Low Street in view of the previous damage. Seconded by Mrs Wright and agreed unanimously.

**20. Councillor's Reports and items for future agendas**

Mr Evans spoke about the damage caused by the storm last week. He arranged for a footpath to be cleared by a fallen tree. The Men in Sheds group will be asked if they would like the bench damaged at the top of Carlton Ferry Lane. Mr Evans has visited a footpath where barbed wire had been reported but felt that access and safety was not an issue.

Mr Shaw reported that work had started on the new station car park.

Mr Allen reported from the Langford Quarry Liaison meeting. The Quarry has applied for planning permission for a sluice into the River Trent. Mr Allen raised access to Cromwell Weir at the meeting. Collingham Angling Club has a key for access to a gate that may help.

Mrs Wright has reported four potholes on Windsor Close, two have been repaired. She has also reported streetlights 5 and 8 on Station Road again. The Burial Ground policy needs amendment, the Clerk will look into this.

Mrs Scott has reported streetlights 2 and 4 on Oaklands.

Mr Norcott mentioned streetlights on the High Street that work intermittently, he will give the Clerk details.

Mrs Scott has been contacted by Severn Trent; tankers have had to discharge on Low Street because of flooding problems at Swinderby.

A meeting takes place this week to discuss the future of Collingham Fire Station.

A resident has complained about the compost heap in St John's Churchyard, a meeting will be arranged.

The Clerk will check planning regulations concerning work to pine trees on Queen Street.

Members of the Press and Public left the meeting.

**17. Village Centre** – update on matters relating to the Village Centre. An Exclusion Motion had earlier been agreed for this item.

The meeting closed at 8.56pm.  
1 member of the press present  
1 member of the public present

NSDC is the abbreviation for Newark & Sherwood District Council  
NCC is the abbreviation for Nottinghamshire County Council