

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7.15 pm on 28 JANUARY 2016 in the Youth & Community Centre, Low Street, Collingham

Present: Councillors: C Allen, J Barrie, M Davies, J Guest, L Marshall, T Musson,
R Scott (Chair), V Wright, County & District Cllr Mrs M Dobson

Clerk: Caron Ballantyne

In Attendance: 0 members of the public

- 1) **Public Forum** – no members of the public present
- 2) **Declaration of Acceptance of Office for newly elected Councillor**
Following the recent election, having been duly elected, the new member signed the Declaration of Acceptance.
- 3) **Apologies for absence:**
 - Apologies from Cllrs Parkin & Hatton accepted
 - Apologies from District Councillor Clarke noted
- 4) **Declaration of interest:**
Clerk declared an interest in Item 10) Pension
- 5) **Minutes:**
Resolved that the minutes of the meeting of 10 December 2015 were agreed and signed by the Chair.
- 6) **Past Subject Matters / Progress reports (for information only)**
 - a) Village Centre car park (10/12/15 16) – Recycling areas are to be managed by the LCS including moving around of the recycling containers. Plants moved and paving slabs placed for access to the memorial. The LCS will not allow the Parish Council volunteer litter picker to continue in this area. Cllr Scott to write and advise the volunteer of the areas that can be done and the reasons for this. Problems with parking and speeding in the car park have been dealt with. The hoops on the footway near station road are an issue which has been reported to NCC PRow and LCS.
- 7) **Report from County and District Councillors**
Cllr Dobson
 - Sign over the Fish Bar requested to be removed by NSDC – this will be followed up
 - Thank you for allowing the use of this room for the meeting with other Parish Councils on Devolution
 - Comments on the NCC budget please
 - There will be an increase of 1.9% and 2% for adult care for NCC portion of the Council Tax
 - Barn Energy has arranged a meeting with Cllr Dobson – Parish Chair has been invited. More information on the proposal to be obtained
 - Collingham Business Club briefing on devolution to be done by Cllr Marshall.
 - Library Services, Inspire contract is on its way
 - New PCSO has been introduced and will come to a future Parish Council meeting to introduce herself to the Parish Council

- A complaint had been received about noise levels on the High Street as lorries went over manhole covers – Severn Trent are dealing with this following discussions with NCC Highways

8) To Formally Note items of Income and Expenditure for the Month:

Income			VAT	Total
Cemetery	Burial Fees	£60	Nil	£60.00
Expenditure			VAT	Total
E-On – Direct Debit	Jubilee Room – Electricity for December	£23.64	£1.18	£24.82
E-On – Direct Debit	Jubilee Room – Electricity for January	£29.40	£1.47	£30.87

Noted

9) To Approve Items of Expenditure for the Month:

			VAT	Total
Jamie Warrington by BACS from Capital Revenue Account	Jubilee Room – Capital Improvements	£8,247.00	£1,649.40	£9,896.40
NALC	Annual Subscription	£423.50	Nil	£423.50
FastHosts	Domain renewal (2 years)	£7.98	£1.60	£9.58
Clerk	Clerks expenses/postage	£126.40	Nil	£126.40
HMRC by Direct Debit	PAYE and employer contributions for January	£233.30	Nil	£233.30

Resolved that all expenditure was agreed

- **Bank Reconciliation for the year to date** – signed by the Chair of Finance and circulated previously
- **Audit Arrangements** – Resolved that the proposed Smaller Authorities' Audit Appointments Limited (SAAA) scheme would be opted into

Clerk left the meeting

10) Pension

Resolved that the Pension Scheme to be adopted by the Parish Council is offered by the Peoples Pension, with the statutory minimum contributions to be made.

Clerk returned to the meeting

11) Precept

Resolved that the precept is increased by 7% for the financial year 2016/17. This takes into account a 3% increase in properties in the Parish and further reduction of the Parish Grant from NSDC.

12) Planning:**Applications for Consideration**

15/02275/LBC	South End (15), The Fruit Farm	Repair or replacement of 10 No. windows with new hardwood replacements to match and restoration of vertical glazing bars on 7 No. of the windows. Replacement of 2 No. external doors with bespoke hardwood country style doors. Installation of glazing for 9 No. windows. - SUPPORTED
16/00053/FUL	White Hart Lane (5), The Lawns	Householder application for the erection of an entrance porch, sliding entrance gates, sliding/folding doors to rear of house and 4 No. velux rooflights - SUPPORTED
16/00067/FUL	Low Street (161), Millfield	Householder application for proposed extensions and alterations to existing dwelling - SUPPORTED
SC/3445	Langford Quarry	Scoping Request for extension to the quarry - SUPPORTED

Applications Determined

15/01887/FUL	Low Street (44), Southdene	Householder application for the erection of a single storey extension	Permitted
15/01905/FUL	Crew Road (20)	Householder application for a proposed porch extension to the front	Permitted
15/02082/TWCA	Cottage Lane, The Wickets	Sycamores - Trim branches overhanging garden	No objections
15/01882/FUL	Low Street (22), Ivydene	Householder application for alterations and erection of single storey rear extension and erection of new boundary walls	Permitted
15/01888/FUL	Church Street (6), South Church House	Householder application to demolish existing concrete garage and replace with brick and pantile garage	Permitted
16/00019/TWCA	High Street (91) Holly House	Reduce height of holly hedge by 1metre, Crown Reduction of 1 No. Willow tree by no more than 6ft, Remove 1 No. dead Rowan Tree, Reduce unidentified tree to a suitable height just below overhead power line and reshape accordingly	No objections
16/00034/TWCA	Low Street (41-43), The Willow Holt	Crown Reduction to remove new growth from 1 No. Sycamore Tree (no more than 2 metres), Crown Reduction to remove new growth from 1 No. Sycamore Tree (no more than 1 metre), Crown Reduction to 1 No. Walnut tree to remove new growth	No objections

16/00038/TWCA	Low Street (82)	Reduce height of 1 No. Pine Tree by 2ft and reshape sides accordingly, Reduce height of 1 No. Conifer tree situated adjacent dwelling by 50%, Remove 1 No. Conifer tree situated adjacent garage, Reduce height of 1 No. conifer situated adjacent to garage to guttering level	No objections
v/3197	Besthorpe Quarry	Variation of condition 3 of planning permission 3/02/2402CMA to enable temporary retention of the conveyor infrastructure until 31 December 2023 or for 12 months following the cessation of sand and gravel extraction (whichever is the sooner)	Granted

Decisions noted

- **National Planning Policy Guidance Consultation**

Resolved to give the following comments:

Affordable housing is being increased for ownership rather than renting or shared ownership

Increasing residential density

Doesn't take into consideration any infrastructure – Medical Centre, roads, SUDS

- **Nottinghamshire County Council Consultation on Validation of Planning Applications.**

Resolved to make a comment with regard to developer contributions to developments to be significantly upgraded

13) Prow NC 13: Request from Football Club to change fence and gate line at junction of Prow NC 13 and 37

Resolved to contact NCC to pass this proposal to the Public Rights of Way team.

14) Newark Hospital

An update on the developments and proposals on the healthcare system for the area was given by Cllr Barrie. The situation is changing almost daily.

Resolved to support all the proposals. Clerk to write to Linda Cox and Robert Jenrick with a letter of support

15) Library Service – Volunteer Staffing and Contract with Inspire

Resolved that any legal fees will be paid for by the larger party

Resolved that the proposed agreement is not accepted. Another meeting to be requested to discuss the matter with NCC Library Service/Inspire

16) Jubilee Room

a) Update on works contract – the work is now nearly complete. Outside painting remains to be done once the History Society has moved in, to prevent damage occurring during the move.

b) Agreement with Collingham & District Local History Society – Resolved this is accepted with addition of review every 15 years – this agreement will be effective from 1st February

17) Sponsorship of two Flower tubs – offer from U3A

Resolved that this offer is accepted by Cllr Scott

18) Briefing Collingham Business Club on Devolution meeting

Resolved that this would be done by Cllr Marshall

19) Matters brought forward from previous reports

- a) Swinderby Road / High Street Junction Parking – this has been discussed with Highways on numerous occasions and it is not possible to enforce it. Resolved that an article for the Fleet is to be written by Cllr Allen.
- b) Swinderby Road to LCS PRoW, surface and lighting – LCS did resurface this path a number of years ago but the trees which overhang drop leaves do make it slippery in wet weather. Lighting of a Public Right of Way is not something that NCC would consider. Resolved to take no further action
- c) Devolution
 - Feedback on meeting held 18 January – Resolved that the following comments be made to NCC Chief Executive, Anthony May: this was well presented, but is unlikely to be of benefit for rural areas. It was also queried whether the IPPR (Institute for Public Policy Research) report of November 2015 was taken into account.
 - Request for Tony Roberts to speak about the Unitary Authority option for this area. Resolved that he be invited to the next meeting.

20) Correspondence:

- a) Nottinghamshire County Council Budget Consultation – Resolved that additional information is sought on the proposals on the concessionary bus pass scheme A12 (Efficiency Savings: Transport and Travel Services Budget). All budget consultation should be rural proofed. B15 (Impose limits on and/or charges for disposal of non-household wastes at the Recycling Centre network) will lead to more fly tipping. C12 (Reduction of provision of parking, traffic management and small-scale community works service) reduction – how can this be reduced as there are none. No assistance from the youth service. Reduction in bus service for adult social care. We would be concerned if the voluntary transport service is affected. Next Clerks Report will contain the exact wording
- b) Newark & Sherwood District Council – Open Space Provision and Needs Assessment – Resolved that the Clerk and Chair complete this
- c) Barn Energy Proposal, Cromwell Weir – Meeting to be held to discuss this as per Cllr Dobson report
- d) Invite from the Chairman of Newark & Sherwood District Council to “New Year Celebration of Newark & Sherwood” on 7 February 6pm at St Mary’s, Church Street, Edwinstowe. Councillors to advise Clerk if they wish to attend
- e) Invite from the Chairman of Newark & Sherwood District Council to “Civic Supper” on Saturday 12 March 6.30pm at the Newark Civil War Centre, Newark. Councillors to advise Clerk if they wish to attend
- f) HM Queen 90th Birthday Celebrations – Resolved that this is discussed at the next meeting in more detail.
- g) Dog Fouling and Crossing on the High Street. Resolved that notices be put up in the appropriate locations in relation to dog fouling. The crossing has been discussed with NCC highways on previous occasions and no suitable location can be found. Clerk to respond.
- h) Police and Rural Crime – Rural Crime leaflet. Write to Cllr Mrs Dobson and Cllr Clark for NSDC to be added to the list for Automatic Number Plate recognition as detailed in the leaflet for Ashfield and Bassetlaw.

21) Clerks Report:

- a) Lincolnshire Minerals And Waste Local Plan - Draft Site Locations Document (Preferred Sites And Areas) – responded to 10/12/15 **7**
- b) Future dates of meetings – Standing orders amended and published to the website 10/12/15 **8**

- c) Social Media Policy – Amendments made. Published to website. New email address established Social.media@Collingham-Notts.org.uk. Twitter account set up 10/12/15 **9**
- d) Correspondence with Robert Jenrick with regard to Parish Support Grant – 10/12/15 **10**
 - letter sent to the billing authority, awaiting a response.
 - Proforma circulated
- e) Community Park - 10/12/15 **11**
 - Maintenance procedure published to the website
 - Retention released to HAGs-SMP
 - Contractor advised of decision with regard to the zip wire mound
- f) Community Facilities Grant Application – applicant advised 10/12/15 **12**
- g) Letter to Highways England with regard to Safety on the A46 - with copies to Network Rail and NCC Highways and Road Safety, Police, Fire and Rescue Service and EMAS – letters all sent, awaiting responses 10/12/15 **15**

Other items

- Unity Trust account has been confirmed as opened. Account number and sort code has been advised, if required. **Transfer of Direct Debits/Standing Orders etc awaited along with transfer of monies.**
- Election Results posted.
- Email set up, ID produced and Councillor information pack passed to new Councillor

Cllr Scott

- 05.01.16. Meeting Sam Heathershaw and Julie Reid at Village Centre Car Park. Rosie Scott and Chris Allen for CPC. Report made at meeting.
- 09.01.16. Meeting with CA, Mick Goodwin and Adam Stephenson (chair of Football Club) request for gates and fence at junction of Prow NC 13 and 36 to be brought in line with new fence. See agenda Jan 28.
- 12.01.16. Meeting with Sue Fleet of U3A to discuss U3A help and sponsorship of large flower containers.
- 14.01.16. Jane Needham, Surveyor, attended 71 High Street to assess for Energy Performance Certificate, required for lease. See minutes of Dec 12. Cost approx £200, plus VAT
- 14.01.16. At meeting of Village Care it was agreed that Village Care would help with Collingham becoming Dementia Friendly Community.
- 15.01.16. Meeting with AEB Landscaping re new ramps for zip wire. Waiting for slightly drier weather to avoid damage to grass surfaces, before carrying out the work.
- 21.01.16. Meeting with Notts CC Highways re signage around school for 20 mph zone and cabling for traffic information.
- 28.01.16. Meeting with Valuation Office representatives re reduction in business rates for Village Centre car park. Request for refund for past six years made.

Cllr Allen

- Request for the Clerk to follow up the letter written to the chip shop extractor fan, as no action has been taken to date – request them to move it round the back on to their land
- New PCSO is now in place and has already tackled an issue which has been reported to her
- SNG report to be circulated

Cllr Wright

- All reported potholes and lights have all been repaired

Cllr Marshall

- In the new LCS/Village centre carpark the wooden protection round the lighting columns are being knocked over and looking unsightly. Cllr Scott to discuss with LCS at the next meeting
- Toddlers Group have some money for play equipment

No reports from other Councillors

The meeting closed at 9:15pm

Abbreviations

NCC– Nottinghamshire County Council/Councillor

NSDC – Newark and Sherwood District Council/Councillor

LCS - Lincolnshire Cooperative Society

PRoW - Public Right of Way

Y&CC – Youth & Community Centre