

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7.15 pm on 24 AUGUST 2017 at the Youth & Community Centre, Low Street, Collingham

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

Clerk: Caron Ballantyne

In Attendance: 1 member of the public

Action by

- 140 Public forum**
Resident spoke about the wonderful village in which we live and the disappointment in the commercial hub of the village. This is as a result of the erection of the Heras fencing at the Royal Oak and the commercial properties which have never been completed in the centre of the village. The Parish Council responded: The co-op has erected the Heras fencing as part of their insurance obligation. Unfortunately, the Parish Council has no contact details for the developer of the Cedar House Development. Cllr Mrs Dobson has also spoken to NSDC about the situation and has asked if something could be done before the arrival of the OVO tour on the 6th September. The Parish Council has applied for an ACV for the Royal Oak as there is a group within the village that are keen to take this on and are currently preparing a business plan for the Royal Oak to once again become a viable pub in the village.
- 141 To receive apologies for absence**
Apologies from Councillors J Barrie & L Marshall accepted
Apologies from District Cllr Clarke noted
- 142 To receive any declarations of interest**
Jane Guest declared an interest in agenda item 150e relating to the Skate Park Path Tender
- 143 To receive and approve the Minutes:** of the Parish Council Meeting of 27 July 2017, circulated to members prior to this meeting. These were agreed unanimously as a true record and signed by the chair.
- 144 To receive reports from County and District Councillors**
Cllr Mrs Dobson
Nottinghamshire County Council
The County Chairman was due to be in the district on the 6th of September, but due to other commitments this has been amended to the 11th. Cllrs Allen, M Davies and Scott to be in attendance at the library to meet the Chairman.
Nicholsons and Gascoines are keen to be involved in the OVO tour and planning is underway for this.
Work is ongoing to some areas of the village, which are going to be tidied up for the day.
Potterhill/A46 junction improvement work is currently programmed to be carried out in December.

Conversations have been held with the two businesses at the end of Temperance Lane with regard to the parking issues experienced by local residents trying to gain access. Agreement for the placement of two signs which will be erected in the near future.

Issue raised about the sale of cars from the layby near the One Stop shop. There are proposals for this layby next year, although this will be reported to highways now.

Newark and Sherwood District Council

Nothing to advise on planning – there is a 5-year housing supply and it is anticipated that in another 2 weeks some decisions might be made with regard to larger applications in the Parish

145 a) To Formally Note Items of Income for the Month:

Income			VAT	Total
Burial Ground	Cemetery Fees	£920.00	Nil	£920.00

Noted

b) To Approve Items of Expenditure for the Month to be paid by BACS:

Expenditure			VAT	Total
Y&CC	Meeting Room Hire	£86.25	Nil	£86.25
AEB Landscapes	Community Park Inspections	£280.00	Nil	£280.00

Resolved that all expenditure was approved, unanimously

- c) **Bank Reconciliation for the year to date** – signed by Cllrs J Guest and R Hatton and circulated prior to the meeting, noted
- d) To consider purchase of payment stamp – Resolved to purchase Clerk
- e) To consider the insurance renewal – resolved that this is accepted. This is Clerk the last year of the current agreement. Next year quotes to be obtained from Zurich and AON in addition to Came & Company
- f) NALC – (New) Councillor Training 1st November 2017, Epperstone Village Clerk Hall – no one wished to attend

146 Planning

a) Applications for Consideration

17/01092/RMAM	Breamar Farm, Phase 3	<p>Reserved matters in respect of the access, layout, appearance, scale, and landscaping for Phase 3 areas 'A' and 'B' of the approved outline proposals, including 12 affordable dwellings, 9 standard market dwellings and 14 'Passive Solar' dwellings (amended)</p> <p>NOT SUPPORTED – stating same comments as previously, but adding:</p> <p>Thank you for turning properties round which improves the layout.</p> <p>Design and visual impact is a material consideration and is still not acceptable</p> <p>Why are there retirement units as part of this phase when there is a large area earmarked for later construction.</p> <p>Vine FarmYard is an example of a suitable style of housing for Collingham or the Horseshoe Cottages on Station Road, built by Gusto construction</p> <p>This is the first thing that visitors coming in from the station will see, along with those that simply pass by on the train</p> <p>The Parish Council is very disappointed with the proposed housing styles</p>
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17/01359/FUL	Cottage Lane (28), Woods End	Resubmission of 17/00330/FUL. Householder application for two storey rear extension to existing house – SUPPORTED unanimously
17/01411/FUL	Crown Close (3)	Householder application for alterations to existing front porch and new single storey rear extension – SUPPORTED unanimously

b) **Applications Determined**

17/01140/FUL	Woodhill Road (57), Four Hedges	Permitted
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noted

c) **Newark and Sherwood Publication Amended Core Strategy Development Plan Document** Clerk

– Resolved that a response should be sent stating that Collingham has met its housing quota for the period, it is the only principal village in the district with an A road through the middle and all existing junctions onto the High Street are substandard therefore the plans for Collingham are not justified

d) **Planning Concerns**

- Fisher Close – access to orchard (2 properties). Resolved that a letter should be sent to residents advising that this matter would be referred to the planning department for investigation. These letters should also be copied to planning enforcement Clerk
- Station Road – large timber building close to co-op boundary fence. Resolved that a letter should be sent to resident advising that this matter would be referred to the planning department for investigation. This letter should also be copied to planning enforcement and to LCS. Clerk

147 Tree Charter

- a) To consider choice of tree provided free for signing up to the Charter – Resolved unanimously to request an Oak for the village centre. Clerk
- b) To consider participation in Tree Charter Legacy Tree Planting on Sunday 5th November and planting of an additional tree. Resolved unanimously to participate and request a Hornbeam for the Community Park Clerk

148 Grant Applications

- a) Community Facilities Grant Application from the Collingham Baby & Toddler Group for grass mats under new equipment, recently installed at the Community Park. Resolved unanimously to award this grant Clerk
- b) To consider change to policy document to clarify wording – Resolved that this policy change is approved. Amended document to be published to the website Clerk

149 Collingham Library

To consider the Draft Agreement for the Library – Resolved unanimously that a meeting is arranged with Cllr Mrs Dobson and NCC Inspire Cllr Mrs Dobson

150 Assets

- a) To consider refurbishment of the lockable notice board at the Village Centre – Resolved unanimously to replace the existing polycarbonate with new UV stable poly carbonate and to have this installed by the Manufacturer at the same time as the installation of the Brough Sign Clerk
- b) To consider building maintenance for 2018 – Resolved unanimously that the contract should be retendered. Possible tenderers were discussed and agreed as Clarity, Crystalline, Walters Cleaning Services and Wiktor Clerk
- c) To consider request to move Station Road/Football Club Dog Bin – resolved unanimously to permit the football club to move this. Before this is done Clerk

Clerk to investigate if NCC could replace the PRoW sign which needs maintenance and then move the bin on to the new post

- d) To consider the sign design for Brough prepared by Malcolm Lane – Resolved unanimously that the basic design is acceptable and therefore approved with a request to improve on the clarity of the coins to show Constantine (possibly lighter) or a line drawing? Clerk

Cllr Guest left the room

- e) Community Park Skate Park Path – Resolved unanimously to defer this until next month, until Tarmac have been contacted and minor queries have been resolved with tenderers

Cllr Guest returned to the room

151 **Local Council Award Scheme**

- a) To consider proposed Action Plan – Resolved that this is approved and is published Clerk

- b) To consider Items 16 to 23 of the application form – Resolved that the Parish Council meets all of the criteria of Items 16 to 23 of the application form for foundation level. Clerk

Application now to be sent off and fee paid

152 **General Nuisance Issues**

- a) Parking around the High Street/Temperance Lane area – this is mentioned in Cllr Mrs Dobson's report and is now being actioned

- b) Village Centre Shops eyesore – under dentist and newly built. Resolved to contact the LCS to request if they have some temporary covering that could be used and let Cllr Mrs Dobson know the outcome Clerk

- c) Eyesore - Wooden structure on Southern Approach to traffic lights in village – This is a building of local interest – Letter to be written to the landlord requesting that some improvements to the visual appearance of the building Clerk

153 **Correspondence**

- a) Methodist Church – Christmas Tree Festival – Resolved that a tree is provided by the Parish Council for this. Cllr Scott and others to arrange Clerk
Cllr Scott

- b) N&S Clinical Commissioning Group Annual Public Meeting Invitation – Resolved that Cllrs Hatton and Barrie would attend Clerk

- c) Trent Valley Trail – Proposed extension to Fledborough, request for letter of support – Resolved unanimously Clerk

- d) NSDC – Receipt of ACV application for Brough Chapel and the Royal Oak, including information on the process and potential next step Clerk
Brough Chapel - Meeting to be arranged with the residents of Brough (hopefully at the Chapel) to talk through what this means.

Royal Oak – small group to put together a business plan by the Collingham Pub company and a local microbrewery which is interested. Meeting then to be arranged with LCS to discuss this

- e) NALC Consultations:

➤ House of Lords Select Committee on Citizenship and Civic Engagement - Noted

➤ specification for a broadband Universal Service Obligation (USO) – Cllr Hatton to consider this Cllr Hatton

- f) N&S Clinical Commissioning Group, looking for volunteers for the Clinical Commissioning Group's Stakeholder Reference Group – Resolved that J Barrie be asked to consider this Clerk

- g) NSDC Parish Event (new format) Monday 16th October 6pm – This is to replace the Parish Conference at which it was suggested that the Parishes would be able to select the agenda and relevant topics, this does not appear to be happening– no one wished to attend. The Parish Council are already Clerk

invited to CCG events, so this appears to be a strange topic for the Parish Event

- h) Complaint about High Street road surface and straw on the High Street – this is a rural village and everyone took great exception to the issues raised. Cllr Mrs Dobson will speak to the resident Cllr Mrs Dobson
- i) Collingham Secret Advent Calendar – Resolved unanimously to participate in this as it is a lovely idea. Cllr Scott, Guest and Clerk to facilitate Clerk Cllrs Scott, Guest & Clerk

154 Fleet Article for October – Cllr Davies offered to do this. Several subjects were suggested for inclusion. For future editions, it was resolved that Cllr Guest would write the Fleet Article for November, Cllr Scott would write the article for December/ January and Cllr Musson would write the article for February

155 Clerks Report

- | | Agenda Item |
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| ➤ PRoW at Dykes End – Additional evidence summaries have now been sent to NCC | 63c |
| ➤ Refurbishment of brick walls at South End Cemetery – production of specification in progress | 117c |
| ➤ New liner for existing bin in village centre, purchased, delivered and returned – alternative suppliers being sought | 120a |
| ➤ Letter sent to the Medical Centre with regard to the Patient Participation Group (PPG) – awaiting response | 123 |
| ➤ Letter to Unity Trust Bank sent – Telephone response received, awaiting written confirmation that proposed charge increase will not be imposed | 128d |
| ➤ Cemetery Management and Operation Training for Clerk – booked and paid for | 128e |
| ➤ Newark and Sherwood Publication Amended Core Strategy Development Plan Document – brought forward to August Agenda, see item 146c | 129c |
| ➤ AVC application for Brough Chapel Submitted to NSDC, see Agenda Item 153d | 131 |
| ➤ New Ground Maintenance Contract in preparation | 132 |
| ➤ A46 Potterhill Junction – comments and support conveyed to Cllr Mrs Dobson | 133 |
| ➤ Tree Charter – additional advice sought and obtained from the tree surgeon. See Agenda Item 147a | 134 |
| ➤ Issues with application form resolved with applicant and resubmitted, see Agenda Item 148a & b | 136 |
| ➤ Ground Maintenance in South End Cemetery - Response sent to resident | 137a |
| ➤ Parliament Week – Information passed to the school | 137b |
| ➤ NALC AGM – delegates notified to NALC | 138d |
| ➤ AVC application for the Royal Oak submitted to NSDC, see Agenda Item 153d | 138f |
| ➤ Mobile Pizza business – applicant notified of opportunity, awaiting response | 138h |

Other items

- All planning consultations responded to

- Preparations for the OVO tour on 6th September are coming along well.

Reports to NCC

FS57501508	Street Lighting	Monkwood Close Lamp 3
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Reports to NSDC

Road Sweep	Low Street – Queen Street to Temperance Lane
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Cllr M Davies

130 - Neighbourhood plan

Meeting arranged for 14th September, with those that have expressed an interest and an advisor from RCAN

The meeting closed at 21:10pm

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