

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING

held at 7.30 pm on 26 MARCH 2015

in the YOUTH & COMMUNITY CENTRE, LOW STREET, COLLINGHAM

Public forum – No one wished to speak

Present:

Mr S Dove	Mrs C Moody	Mr Tim Musson	Mr G Norcott
Mrs M Parkin	Mrs R Scott (Chair)	Mrs V Wright	Mrs M Dobson NCC
Cllr Mel Shaw NSDC	Cllr Richard Shillito NSDC	Caron Ballantyne(Clerk)	

1. **Apologies for absence:** apologies accepted from Mr C Allen. No apologies were received from Mr M Dowell, Mr T Ozbourne.
2. **Declarations of interest:**
Prejudicial interest declares in:
 - Item 6 for Mrs R Scott
 - Item 12 for Clerk
3. **Minutes:**
 - Minutes of the meeting of 26 February 2015 were agreed. Proposed by Mrs C Moody, seconded by Mrs M Parkin and agreed unanimously by those present.
 - Minutes of the Annual Parish Meeting of 12 March 2015 were proposed by Mrs M Parkin, seconded by Mrs V Wright and agreed unanimously by those present.
4. **Progress reports (for information)**
 - a) Dog Fouling – This appears to have become a significant issue recently. More notices have been put up. Dog Fouling Order 2010 highlights fines and additional notes – link to be added to the website to this information. Free notices have been ordered from Keep Britain Tidy campaign, which will help with keeping notices fresh.
 - b) Community Park – the contract is overrunning slightly. There is an issue with the large climbing frame and this is being sorted out, but causing a slight delay. More donations have been promised from both residents and companies for the project. The fencing contract has been agreed with Fleet Fencing and will start next week. Due to the delay on the main contract liaison with the 2 contractors is required, this is to be facilitated by Mrs R Scott. HAGS-SMP have advised that the park cannot be kept closed for the seeding to take, so the park will be opened and seeded areas taped off. Furniture (benches/tables) is to be installed later, once other work complete and a better feel for the space can be obtained.
 - c) 71 High Street – The order has been placed with Barnards, who are now stripping out, with construction works due to commence 7th April.
 - d) Defibrillators – all have now arrived. Installation at William Bailey House to be arranged and Youth & Community Centre. Cricket club to arrange for Dale Field.
 - e) LCS store development – Meeting with Matt Wilkinson – running 1 week late as work in front of Cedar Lodge had to go deeper than anticipated. May be one day when the front entrance needs to be closed. There may be a new notice to be erected, designs to be sent through for approval.

5. Report from County and District Councillors

Cllr M Shaw

- Existing car park has been ruined by lorries turning for deliveries – this may be an issue once the new car park is completed

Cllr R Shillitoe

- Civil War Centre is coming along nicely. 13th April civic reception
- Durhams is having youths break in. The owner is hoping to put in another application for the site.

Cllr Mrs M Dobson

- Potter Hill to be refurbished in the 1st Quarter of the new financial year. No central line to be laid but edge lines
- Everyone very pleased with the developments with the library.
- Something new will be moving into the current library space in the Health Centre
- Traffic is being monitored
- Mrs M Dobson concerned about access to the Civil War Centre, especially on a Friday with the traffic problems in Newark.

6. Finance:

Mrs R Scott left the meeting

Income			VAT	Total
Burial Fees	Burial Fees	£370.00	Nil	£370.00
Collingham website	Closure of account	£40.31	Nil	£40.31
Brownies	Donation to Defibrillator	£150.00	Nil	£150.00
Expenditure				
AEB Landscapes	Invoice 1734	£30.00	Nil	£30.00
Y&CC	Meetings – January to March	£112.50	Nil	£112.50
Tapastuff!	Lanyards and ID holders	£149.00	£29.80	£178.80
Rosie Scott	Chairs Expenses	£30.13	Nil	£30.13
Wel Medical	2 x Defibrillators (cases to follow)	£2,310.00	£462.00	£2772.00
HAGs-SMP	Community Park refurbishment less WREN grant £75,000.00	£132,254.00	£26,450.80	£83,704.80
HMRC	PAYE (Direct Debit)	£195.43	Nil	£195.43

Proposed by Mrs C Moody, seconded by Mr T Musson and supported unanimously – HAGs-SMP to be paid only once work complete.

Mrs R Scott returned to the meeting

- Bank Reconciliation for the year to date** – signed by the Chair of Finance
- Budget Monitoring** – There are a number of budget transfers required. These were proposed by Mr G Norcott, seconded by Mrs C Moody and supported unanimously.

- **Change in Budget code title from Burial Ground to Cemetery** – Burial Ground is religious and Cemetery is civic. Proposed by Mrs R Scott, Seconded by Mrs V Wright, supported by majority
- **Proposal for increase in Cemetery Fees to be reviewed for the period 1 April 2015 to 31 March 2017** – we are reasonably priced, but this is a facility for the people of Collingham or have a connection with Collingham. Proposed by Mrs M Parkin, seconded by Mr T Musson and supported unanimously
- **Proposal to order 2 new flags for the village centre** – Proposed by Mrs R Scott Mrs C Moody and supported unanimously
- **Business Rates for the year**
 - **Cemetery £165.60 – 1 payment of £21.60 and 9 payments of £16.00 – Direct Debit to be arranged, cheque required for initial payment**
 - **Jubilee Room £244.80 – 1 payment of £28.80 and 9 payments of £24 – Direct Debit set up and in place**
 - **War Memorial £480.00 less small business rate relief of £480.00 – Direct Debit set up and in place (if required again in the future)**
 - **71 High Street £1799.45 – as currently vacant, once occupied NCC will be responsible for business rates– 1 payment of £188.45 and 9 payments of £179.00 - cheque required each month until occupied.**

Proposed by Mrs M Parkin, seconded by Mrs C Moody and supported by majority
- **Permission for Community Park cash flow purposes to use monies from current or reserve account if required** – proposed by Mrs V Wright, seconded by Mrs C Moody and supported by majority

7. Planning: Applications

15/00162/FUL	Lunn Lane (2)	Householder application for proposed single storey side sun room extension, side utility room extension and glazed roof over existing covered way/porch – SUPPORTED unanimously
15/00346/FUL	Low Street (105), Fig Tree Cottage	Householder Application for Erection of Proposed porch and the demolition of the existing Bothy and replaced with a single storey Annex to provide home office and storage – site visit to be arranged Friday afternoon 4.30 - SUPPORTED
15/00396/HRN	Land South Of Danethorpe Lane Brough Nottinghamshire	Hedgerow Removal Notice for removal of 325m of hedgerow to facilitate excavation of contaminated soil and vegetation – NOT SUPPORTED majority
ES/3170	Cromwell Quarry	Re-submitted with new access - Application for new planning permission to replace extant planning permission 3/03/02626 CMA in order to extend the time limit for implementation – Further information received from NCC – nothing further to add

Appeal Decisions

14/01190/FUL	7 Station Road	Two Storey Dwelling and Garage	Allowed
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Decisions

15/00081/FUL	Station Road (4) Robins	Application for erection of extensions and alteration to existing dwelling	Permitted
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15/00181/TWCA	Low Street (5), Pine Lodge	1 No Yew (T1) - Crown reduction by no more than 30% volume 1 No Lime (T2) - Reduce back to previous pollarding points and rebalance crown 1 No Yew (T3) - Fell to ground level due to poor condition	No Objections
ES/2968	Langford Quarry	Proposed extension to existing Quarry with restoration to water amenity, together with revised restoration for creation of an enlarged nature reserve and retention of existing plant site and site access	Granted

All decisions noted

- **Consultation on the Gypsy & Traveller Development Plan Document Preferred Strategy** – Collingham is mentioned as a principal village. There are no sites within the village and no one wished to see this outside the village envelope. The amendment to core policy 5 was not supported. Proposed by Mrs R Scott, seconded by Mrs M Parkin and supported unanimously.
- **Online Planning Seminar - Neighbourhood Plans and Community Engagement.** This does not appear to be value for money and it was decided not to take up this offer
- 8. **North Collingham War Memorial: English Heritage Possible Listing** – Any War memorial will be able to obtain more grants if listed. It was therefore proposed that listing of this memorial be pursued by Mrs R Scott, seconded by Mrs V Wright and supported unanimously.
- 9. **Best Kept Village** – £8 entry fee. Proposed that the village enter the competition again this year by Mrs R Scott, seconded by Mrs V Wright and supported unanimously. Areas to be excluded: LCS development, 60 High Street and Durhams
- 10. **Speed Watch** – Volunteers need to be recruited as reports of speeding have increased recently. If anyone knows anyone who would be interested, please let the Clerk know. Mr C Allen has been asked by a number of local villages for the loan of the equipment. Mr C Allen would like any donations received to be ring fenced for future maintenance of the equipment. Proposed by Mrs R Scott, seconded by Mrs C Moody and supported unanimously
- 11. **Capital Expenditure** – Policy for future maintenance, required for the external auditors. Proposal for the future refurbishment and future maintenance of Parish Council buildings previously circulated, was proposed by Mrs R Scott, seconded by Mrs V Wright and supported unanimously. This policy will accompany the Annual Return

Clerk left the meeting

- 12. **Website – additional hours for Clerk** – The Clerk should keep a record of time spent on this. Once this starts to approach 18 hours then let the Council know an estimate of remaining time required to complete the task. Proposed by Mr S Dove, seconded by Mrs C Moody and unanimously supported

Clerk returned to the meeting

13. **Correspondence:**

- a) **Station Road and Station Close** – Proposed Waiting Restrictions. This is a start, but it is not a complete solution.

- b) Email from resident – dog Fouling on Queen Street. Notices have been erected
- c) Email from resident – Speeding on Low Street. Notified the Speed Watch team and responded to email
- d) Summary of Rural Housing Policy Review Report. Noted
- e) NCC – Deferred Payment Agreement Consultation. Against unanimously. 2 Focus groups have been arranged in Mansfield, it would be nice if there were groups in other areas
- f) Invitation to Villeneuve – 14 & 15 August 2015 for “Les Medievaes”. Notices to be put up locally.
- g) NSDC – Adoption of the Statement of Community Involvement. Noted
- h) Minutes from Newark Consultative Healthcare Group. Noted
- i) (Besthorpe Footpath No 19 and North Collingham Footpath No 42) Modification Order 2012 – addition of 2 public footpaths. Noted
- j) NALC – STAR Council Awards. Bring forward for new Council

14. Future Meetings to be agreed

- a) Parish Council Meetings following trial of one meeting per Month – Proposed to continue with one meeting per month by Mrs V Wright, seconded by Mrs C Moody and supported by majority. A list of dates to be circulated and posted on notice boards and website
- b) Annual Parish Council Meeting following the election timetable – Meeting to be held on 21st May and the Full Council meeting to be held on 28 May 2015. Proposed by Mrs R Scott, seconded by Mrs V Wright and agreed unanimously

15. Councillor’s and Clerk’s reports and items for future agendas:

Mrs R Scott

- History Society have requested a meeting, following rumours about 71 High Street and what might happen to the Jubilee Room
- VAT seminar today, really worthwhile. There will be issues for the Parish Council to manage and a report will be circulated.
- Cricket Club have requested a new gate at the Cottage Lane end of the footpath. NCC to provide gate and Cricket Club will install
- Defibrillator celebrations at the Fire Station went very well, with all donors that were able to attend. Further celebrations to be held once further units installed

Mrs V Wright

- Parking, NSDC have some ideas but need to consider further. NCC may be able to offer assistance with any proposals

Mr S Dove

- Resident has reported yellow spray paint on the pavement, “you’re next” – she is very worried. This has been reported to NSDC. Mrs V Wright and Mrs M Dobson to follow up

Mr G Norcott

- Nothing

Mrs C Moody

- Problems at 148 High Street as mentioned by Mr R Shillito NSDC – understanding is that the property is too large as single dwelling and the owner is looking at dividing it up

Mrs M Parkin

- Street Light Number 6 on Station Road is out, has been an intermittent problem for sometime

Mr Tim Musson

- Langford Liaison Meeting is now scheduled for 15th April

Clerk

- All residents of the affected part of Low Street and Temperance Lane have received letters about the arrangements during a flood event. One comment has been received, a meeting has been offered to discuss, but not taken up.
- Dog Fouling notices on Moor Road and Queen Street have been put up.
- The ivy at the back of Copper Beeches has been dealt with
- Practitioners conference was very useful and informative
- VAT and PAYE training today, both sessions very useful and of assistance
- PROW – Dykes End over the railway has been reported to NCC, who have passed it on to Network Rail as their responsibility
- Newark Healthcare Consultative Group – Please send comments to Clerk by 15th April to pull together a full response on behalf of the Parish Council
- Election nominations – a number have been delivered today to Kelham Hall, anyone else wishing delivery, please let the Clerk have them as soon as possible
- Purdah (Pre-Election Period) – rules apply as to what can and what can't be done or reported in the press and social media etc. Reminder that everyone should be aware of these and comply with them
- NALC Training for Councillors – how many places should be booked? It was agreed 4 places would be reserved immediately

The meeting closed at 9.05 pm

3 member of the public present

No members of the press present

Abbreviations

NCC – Nottinghamshire County Council/Councillor

NSDC – Newark and Sherwood District Council/Councillor

LCS - Lincolnshire Cooperative Society

SNG - Safer Neighbourhood Group

PRoW - Public Right of Way

SLCC - Society of Local Council Clerks