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**MINUTES OF THE COLLINGHAM ANNUAL PARISH MEETING**  
**held at 7.30 pm on 12 APRIL 2018**  
**in the YOUTH & COMMUNITY CENTRE, LOW STREET, COLLINGHAM**

1. **Apologies for absence**  
 Apologies for absence were received from:  
 Mark Housely
2. **To receive the Minutes of the Parish Meeting of 13 April 2017**  
 Copies of the minutes were available and accepted as a true record and signed by the Chair
3. **Chair's report on Parish events**  
 Appendix 1
4. **Draft governance statement & financial report for the year 2017/18**  
 Appendix 2 and Appendix 3
5. **Open forum for parishioners' comments and questions**
  - *No one wished to raise any comments or queries*
6. **Representatives of voluntary groups within the Parish to report on their progress in the last year and plans for the future**  
*Collingham Patient Participation Group (PPG) & Collingham Medical Centre*  
 Members of the Collingham Medical Centre (Dr Lindsey Li, Julie Reid) and the Patient Participation Group Chair (Linda Dales) came to introduce themselves and present information on the work currently being undertaken. In November 2016 the Care Quality Commission report on the Medical Centre identified a "requires improvement" to "responsive to service users". A number of areas have been addressed, including the introduction of the PPG. Active sign posting has started which aims to get patients to the right clinician as soon as practicable. Part of this is helped through the Patient Care Advisors collecting more information to ensure patients can access the correct clinician, this may not always be a doctor. The team has been increased at the medical centre to help with this. The PPG is trying to improve communication with the 7000 patients of the medical centre. To date they have re-established links with 8 local newsletters and are using noticeboards to communicate information to as many people as possible. There is a feedback form in the surgery – which is named the "Friends and Family Test" which is used across the whole of the NHS. The PPG and Medical Centre are keen that patients complete these to help inform improvements which could be considered.

*Collingham & District Village Care*

My name is Jean Davies and as well as being a Parish Councillor, I have been a co-ordinator and driver for Village Care for the past 3 years. Although we are involved in other projects

within the village, our main focus is to provide transport for medical and social appointments. Over a 12 month period, our 18 drivers carry out approximately 4000 trips.

We are constantly told that we offer a wonderful service and our passengers don't know how they would manage without us. We rarely turn people away who need our help and this is due to a great team of drivers and much juggling by the co-ordinators. It also helps to have a husband who is a Village Care driver.

I am here to ask if you or anyone you know would be prepared to give some time to help maintain this invaluable service. Some of our drivers offer a few hours a week, half a day, whilst others are available for several hours each week. We have a mixture of long and local trips – whatever a driver is prepared to offer, the people of Collingham and the surrounding villages would be extremely grateful. Without volunteers, this service could not exist. Drivers receive the Government approved mileage allowance (45p per mile). Their time is given free. However, it comes with engaging and interesting conversation from many of our passengers.

Working from home, Brenda Williams and I manage the co-ordinating role between us but if there is a willing volunteer who might be interested in admin, rather than driving, we would be pleased to hear from him or her.

#### *Collingham in the Great War*

In 2014 the Parish Council were asked if they would like to commemorate the start of WWI. This was felt to be appropriate and will be co-ordinating events for the armistice. The articles from the Fleet are to be printed in hard copy as a permanent record. Information about the 11 war memorials in the Parish. There will be a "my story" page for personal memories to be recorded. There will be a variety of activities for a variety of ages. Any group who would like join in, please get in touch, if you haven't received the email. There will be a village trail.

#### *Notts Wildlife Trust – Collingham/Besthorpe Trent Vale Nature Reserve.*

The Wildlife Trust is divided into 47 county groups. The head office for the organisation is in Newark. There are several reserves in this local area. The Trust works with local farmers and runs courses to educate the public as well as working with kids. The Trust assess all planning applications within the county and campaign on matters, where relevant. The Trust is reliant on volunteers to manage all of the reserves and would be unable to operate without this. There have been no large projects in the year. 600 volunteer hours were spent in maintaining the reserve for the year, which includes 25% of the monitoring of herons nationally. Volunteers also monitor the little egrets, these have been spotted on Holy Island and other locations around the country. Tarmac have agreed to relocate the silt lagoon for their quarrying activities, to make other areas available to extend the reserve. This work has helped improve the flood defences for the area. 23<sup>rd</sup> June there is an event planned with strawberry teas, handling barn owls, pond dipping and other activities for all ages.

#### *Royal Oak*

On the 20<sup>th</sup> March a meeting with co-op was held to discuss what they would like to do with the building. They have come back with an offer, which needs to be discussed further. A further public meeting will be held when possible, to share information with others.

#### *Councillor Dobson*

Would like to thank all the volunteers in the Parish, which is amazing and has been since she came to the village – it is a privilege and pleasure to be part of this community.

## **7. Reports on current developments and neighbourhood plan**

Nothing to report on current developments.

The Neighbourhood Plan has unfortunately faltered slightly as there has been insufficient interest shown in being part of the steering group. This has therefore been put to one side for now and with sufficient interest will be brought forward again in the future.

**8. Close of the Annual Parish Meeting**

Thank you for attending

The meeting closed at 8:17 pm

11 members of the public present and 7 parish councillors

No members of the press present