

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7:15pm on 24 JANUARY 2019 at the Youth & Community Centre, Low Street, Collingham

Present: Councillors: C Allen, J Davies, M Davies (Chair), J Guest, T Musson and R Scott
County & District Councillor Dobson

Parish Clerk: C Ballantyne

In Attendance: 4 members of the public in attendance

Action by:

1 Public Forum

- Linda Dales Chair of the PPG presented information on a befriending service – the PPG have been working on this for 6 months and are working with the Newark befriending service to deliver this. This will start from April 2019 – if there are any funding pots, could the PPG be advised of these as there is no revenue funding available from NCC for this.

2 To receive apologies for absence

Apologies from Councillors Barrie, Hatton, Marshall and Wright accepted.

3 To receive any declarations of interest

The Clerk declared an interest in item 6b as expenses are in the list of payments

4 To receive and approve the Minutes: of the Parish Council Meeting of 13 December 2018, previously circulated to members. These were agreed unanimously as a true record and signed by the Chair.

5 To receive reports from County and District Councillors *Nottinghamshire County Council*

Works on Snowdon Road/Windsor Close for resurfacing starts on the 8th February and will be completed with laying of the lines for the new waiting restrictions

w/c 18th February, Low Street resurfacing will be taking place

Woodhill Road round to Moor Road will take place after that

All work is weather permitting

Work on the High Street will be undertaken later

Cottage Lane/Little Lane, Western Power are undertaking work in the near future

Newark & Sherwood District Council

112 High Street has been refused planning permission, which is disappointing – there appears to be no consistency with decisions

6 Finance

a) To Formally Note Items of Receipt for the Month:

Receipts		VAT	Total
Burial Ground	Cemetery Fees	£615.00	Nil
			£615.00

Noted

b) **To approve Items for Payment for the Month to be paid by BACS**

Payments			VAT	Total
Belina Boyer	Audit Fees	£50.00	Nil	£50.00
NALC	Subscription - NALC	£481.10	Nil	£481.10
AEB Landscapes	Community Park - Inspections	£150.00	Nil	£150.00
Best 4 Pests	Burial Grounds	£125.00	Nil	£125.00
County Signs	Capital Expenditure - Community Park	£605.00	£121.00	£726.00
HAGS - SMP	Community Park - Maintenance	£167.20	£33.44	£200.64
Caron Ballantyne	Clerks Expenses (Lump sum Quarterly)	£147.57	£16.30	£163.87
Malcolm Lane	Station Adoption Activities	£65.00	£13.00	£78.00

All expenditure approved unanimously

- c) Budget Monitoring and Virements – Resolved unanimously all approved
- d) **Bank Reconciliation for the year to date** – signed by J Barrie and J Davies, circulated previously, noted

7 Planning

a) **Applications for consideration**

18/02236/FUL	High Street, co-op	Change of use from A1 use to A1, A2, A5 & B1 uses and Alterations to convert the existing former food store into three independent units – SUPPORTED unanimously with the exception of A5 use. Concern raised about staff parking as this will have an impact on the medical centre/pharmacy car park. Query with regards to possible additional easements being required as there is currently only 1 easement in place – this needs to be raised with the solicitors
18/02253/FUL	Station Road (43)	Householder application for proposed removal of existing garage and erecting a side & rear wrap around extension – SUPPORTED unanimously
18/2379/FUL	Station Road (44)	Householder application for single storey rear and side extension – SUPPORTED unanimously
18/02210/ADV	Station Road (47), Collingham Vets	1. Collingham Vets - Main LED lit fascia above the surgery entrance. 2. Car Park Sign - LED lit at entrance to car park 3. Collingham Vets - LED lit fascia facing towards the road, indicating location of the surgery. Revised details have been received – NOT SUPPORTED unanimously with same comments as previous

Clerk

ES/3953	Cromwell Quarry	Proposed extraction of 1.8 million tonnes of sand and gravel together with the erection of mineral processing plant and associated ancillary infrastructure, the provision of a new access, and the progressive restoration of the site to nature conservation over a period of 9 years. – SUPPORTED unanimously, with comment about immediate planting for screening to be undertaken as is done at the tarmac quarries in/close to this parish
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b) Applications Determined

18/02115/OUT	High Street (124), Billericay	Refused
18/02191/TWCA	Church Lane (14)	No objections
18/02119/LDC	Moor Road (19), Land Adjacent	Certificate Issued
18/02181/TPO	Nursery Close, New Bungalow	Refused
18/01863/FUL	High Street, Land to rear of 112-118	Refused

All decisions noted

c)

18/01495/FUL	Carlton Ferry Lane, Wharf Cottage	Proposed new driveway to serve Wharf Cottage
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Appeal noted

- d)** Notification of Consultation – Lincolnshire County Council Draft Statement of Community Involvement. Resolved unanimously that a response should be sent, this is a positive statement and is fully supported **Clerk**

- 8 To consider Refurbishment of Benches** – Resolved unanimously to accept the Clerk quotation provided to undertake the necessary work **Clerk**

9 Grants

To consider S137 Grant Application form Collingham Rural Advice Centre – Resolved unanimously to provide a grant of £2,000.00 as requested **Clerk**

10 Governance and Accountability

- a) To consider the Interim Internal Audit Report and recommendations – The items raised have been discussed with the Auditor and clarifications sought. Where necessary the recommendations have been acted upon. Thanks were given to the Clerk for ensuring the Parish Council continues to have the correct systems in place for proper governance.
- b) To consider the reduction of financial risk by reducing the amount with one financial institution to below the government guaranteed limit – Resolved unanimously to:
- Contact CCLA to come and talk to the whole Parish Council about a potential investment **Clerk**
 - leave all interest in the account from which it has accrued until it may be required for a future project or to support the revenue budget **Clerk**

- c) To consider the budget proposal and to agree the precept for the year ending 31 March 2020. Resolved unanimously that a projected expenditure of £42,430 for 2019/20 be met by way of the levying of a precept of £41,209 on Newark & Sherwood District Council. This is an increase of 1.5 % in the precept request. **Clerk**

11 Correspondence

- a) Letters from South Muskham and Little Carlton Parish Council & NSDC re Collingham House Fire Tragedy - noted
- b) Cross site – Tyre tracks, response to be sent that this will be sorted and there have always been issues with this, hopefully when the new turf is laid this will help to alleviate the problem **Clerk**
- c) Community Defibrillators and First Aid Training – noted, emergency advisory group meeting to be arranged and this to be added to the agenda, also contact the Business Club and pass on the information **Clerk Clerk**
- d) Valuation Office – Rent and Lease Details – exempt from rates by NSDC **Clerk**
- e) Dykes End Collingham Level Crossing Diversion Proposal – Network Rail consulted with Parish Council and residents previously and this proposal was supported unanimously **Clerk**
- f) CLH Pipeline System – Cathodic Protection Investigation Survey, noted

12 Fleet Article for March – Cllrs Musson and Marshall to write this, several topics were suggested, but Finance would take priority

13 Parish Clerks Report Item

Agenda

- Public Space Protection Orders for Dog Control for Cemeteries and Pitomy Farm Play area (once adopted) – still to be progressed **17/167f**
- Community Orchard – licenses for private accesses have been issued. Following a meeting with the householders one licence has been signed and the other is being referred to the householders solicitors **18/29f**
- Local Council Award Scheme – Quality application submitted, awaiting feedback **18/107b**
- Station Adoption – Parish Council logo added to planters **18/138**
- Title of Parish Council Clerk & Responsible Financial Officer has been amended on all email signatures/letterheaded templates etc. The article for the Fleet on the roles & responsibilities of the Clerk is currently being worked on **18/164**
- Purchase of Marquee for events – order still to be placed **18/170f**
- Magnetic noticeboard for Station – order placed and collected. To be erected shortly **18/170h**
- Low Street/Trent Lane Land – Letter still to be drafted to landowner to try and open discussion on the possible purchase of the land for public use **18/172**

- Election Planning – Portfolios (still awaited from some Councillors) to be prepared and put into library and medical centre. **18/174**
Information also to be sent to voluntary groups, when available.
Notices are starting to be displayed on the village centre notice board
- Approved bank reconciliation circulated to all councillors **18/198d**
- Bumblebee Conservation Trust Membership now in place **18/198e**
- Additional bin capacity arranged with NSDC for 2019/20 and included in the budget proposal **18/198f**
- Letter to the Director of East Midlands Trains with regard to overcrowding in the car park and CCTV provision, still to be drafted **18/202a**
Item posted to the website with meaning of “Station Adoption” – this has also been included in the February Fleet article
- All contractual changes made with regard to Clerks Appraisal **18/205**

Other items

- All planning consultations responded to
- Community Park gate repair still awaited, this is regularly being chased – was on hold during skate park work, now being chased again. An additional £40 has been quoted for the additional work required to rectify the problem, Purchase Order raised for this.
- Collingham Football Club are arranging a litter pick as part of the Keep Britain Tidy, Spring Clean – litter pick equipment being sourced from NSDC and rubbish collected, through liaison with the Parish Council
- Collingham Cubs are arranging a litter pick after Easter – litter pick equipment being sourced from NSDC and rubbish collected, through liaison with the Parish Council
- Collingham Cubs would like to be involved in any Station Adoption activities which may be suitable. Gardening, litter picking, painting etc
- Clerk has tried to contact the Winthorpe Clerk and Chair with regard to Winthorpe Wombles, no response to date

Reports to NCC

FS102731900	Street Lighting	Windsor Close - no 6 (previous report closed down, but fault not resolved)
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Reports to NSDC

None		
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Skate Park

Work to the skate park complete by contractors – landscaping and new bins/tables/seats have been installed. New path has been discussed and will be installed in the near future, upon receipt of quote and review of funding available. Safety Signs have been erected.

Election Planning

Information for Portfolios to be sent to the clerk as soon as possible.

Community Partnership Library

Cllr Mrs Dobson has put Inspire in touch with the Parish Council solicitors direct and they are discussing the queries raised

The meeting closed at 20:12pm

Abbreviations:

NCC – Nottinghamshire County Council/Councillor

NSDC – Newark & Sherwood District Council/Councillor

LCS – Lincolnshire Cooperative Society

PRoW – Public Right of Way

Y&CC – Youth & Community Centre

CDLHS – Collingham & District History Society

PPG – Patient Participation Group

SNG – Safer Neighbourhood Group