

**MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING**

**held at 6:30pm on 24 August 2023**

**at the Youth & Community Centre, Low Street, Collingham**

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| Present: | Councillors: | S Blagg, L Curran, R Fabian (Chair), G French, S Gray, A Haberton, I Orme and J Wilson (part)  District Councillor Dales |
|  | Clerk: | C Ballantyne |
| Assistant Clerk: | | M-A Horley |
| In Attendance: | | 5 members of the public |

**Action by:**

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|  |  | **Declaration of intent to record, film or photograph the meeting by members, members of the public or the press**  None |  |
|  |  | **Public Forum**  Residents wished to speak about the Tector development and the current proposals which are to be discussed Agenda Item 130a Planning Application 22/02406/FULM. They believe that current proposals are dangerous from a highways viewpoint. This item was agreed to be brought forward for discussion |  |
|  |  | **To receive apologies for absence**  Apologies for absence were received from Councillors Davis and Walker, resolved unanimously to accept the reasons for absence  Apologies were received from District Councillor Farmer noted |  |
|  |  | **To receive any declarations of interest**  Councillor Fabian declared an interest in Agenda Item 130 planning applications 22/02406/FULM, 23/01280/LDCE, 23/01285/FUL and 23/01366/FUL  Councillor Haberton declared an interest in Agenda Item 130 planning application 23/01000/HOUSE |  |
|  |  | **To receive and approve the Minutes:** of the Parish Council Meeting of 27 July 2023, previously circulated to members. These were agreed unanimously and signed by the Chair |  |
|  |  | To receive reports from County and District Councillors  ***District Councillor Mrs Dales***  Thanks have been given from the Newark & Sherwood District Council tenancy team for the work undertaken to the planters at William Bailey House  ***County Councillor Mrs Darby***  Written report received and available upon request to parishioners  Councillors would like make comments about the proposal for EV changing near the Memorial Hall as there are already restrictions |  |
|  |  | Cllr Wilson Arrived |  |
|  |  | **Finance** |  |
|  |  | **To Formally Note Items of Receipt for the Month:**   |  |  |  | | --- | --- | --- | | **Receipts** | |  | | GEM (1 August) Cash | GEM - Donations | £38.50 | | GEM (1 August) Cash | GEM - Raffle | £25.00 | | GEM (9 August) Cash | GEM - Donations | £65.00 | | GEM (9 August) Cash | GEM - Raffle | £24.00 | | GEM (15 August) Cash | GEM - Donations | £41.10 | | GEM (15 August) Cash | GEM - Raffle | £20.00 | | GEM (23 August) Cash | GEM - Donations | £49.00 | | GEM (23 August) Cash | GEM - Raffle | £31.00 | | E Gills | Cemetery Fees | £400.00 |   Noted |  |
|  |  | **To Formally Approve Items paid since last meeting by BACS/PayPal**   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Expenditure** |  | |  | | **VAT** | **Total** | | Jo Bennett | | GEM - Room Hire | | £90.00 | NIL | £90.00 | | Gorilla Man Fitness | | GEM - Resources | | £25.00 | NIL | £25.00 | | Linda Dales | | GEM - Food Supplies | | £28.50 | NIL | £28.50 | | Gorilla Man Fitness | | GEM - Resources | | £50.00 | NIL | £50.00 |   Noted |  |
|  |  | **To Approve Items for Payment for the Month to be paid by BACS**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Expenditure** | |  |  | **VAT** | **Total** | | Phoenix Hall | GEM - Room Hire | | £78.00 | NIL | £78.00 | | Pearsons Nursery | Station Adoption Activities | | £45.00 | £9.00 | £54.00 | | AEB Landscapes | Park - Inspections | | £900.00 | NIL | £900.00 | | AEB Landscapes | Community Facilities Grant | | £5,410.17 | NIL | £5,410.17 | | Welmedical | Defib Replacement Items | | £255.70 | £51.14 | £306.84 | | PKF Littlejohn | Audit Fees | | £420.00 | £84.00 | £504.00 | | Online Playgrounds | Community Park - Maintenance | | £24.73 | £4.95 | £29.68 | | Caron Ballantyne | GEM - Food Supplies | | £8.53 | NIL | £8.53 | | HAGS | Community Park - Maintenance | | £1,153.70 | £230.74 | £1,384.44 | | Y&CC | Meeting Room Expenses | | £20.00 | NIL | £20.00 | | Gorilla Man Fitness | GEM - Resources | | £25.00 | NIL | £25.00 |   All payments approved unanimously |  |
|  |  | **Bank Reconciliation for the year to date** –signed by Cllrs Davis and Fabian, noted |  |
|  |  | **To consider all training request(s),** resolved unanimously that all training would be booked | **Clerk** |
|  |  | **To consider options for website(s),** resolved unanimously that Option 2 be pursued for a change to Wordpress for both websites | **Assist Clerk** |
|  |  | Planning |  |
|  |  | **Applications for consideration**   |  |  |  | | --- | --- | --- | | 22/02406/FULM | Woodhill Road (27), Tector Ltd | Demolition of existing buildings. Erection of 15 dwellings with associated landscaping, car parking and public amenity space. – NOT SUPPORTED by majority 5 and 1 abstention  Access/traffic, Health and Safety, Planning History, Cumulative Impact  Visibility line due to parked busses. This is a bus stand and buses can be parked for up to 4.5 hours per day  There is no objection to the development of the site – all the objections relate to the safety of the junction and the parked busses | | 23/01000/HOUSE | Bell Lane (19) | Proposed conservatory to the rear elevation – SUPPORTED by majority | | 23/01280/LDCE | Low Street (171) | Application for lawful development certificate to complete building works already commenced to form car port, approved under application 20920125 – SUPPORTED unanimously by those voting | | 23/01285/FUL | Rio Drive (Millenium Green Business Centre) | Change of use and conversion of existing offices to a 3 bedroom dwelling with associated garage, driveway and landscaping and proposed 2 bedroom detached dwelling with associated car parking and garden area. – SUPPORTED unanimously by those voting | | 23/01366/FUL | Low Street, The Grey Horse | New dwelling and detached garage. – NOT SUPPORTED by majority by those voting | | 23/01367/HOUSE | Low Street (52) | Extension to existing orangery, two additional dormers, solar panels & conversion of existing open sided garage. - ~NOT SUPPORTED by majority. | |  |
|  |  | **Applications Determined**   |  |  |  | | --- | --- | --- | | 23/01034/HOUSE | Lunn Lane (12) | Permitted | | 23/01080/LBC | High Street (121), Vine Farm | Permitted | | 23/01095/HOUSE | High Street (137), Kent Cottage | Permitted | | 23/01269/LDCP | The Green (4) | Certificate Issued | | 23/01340/TWCA | Low Street (80), Church of All Saints | No Objections |   Noted |  |
|  |  | **Governance and Accountability** |  |
|  |  | **To receive external audit report, resolved unanimously to post to the website. Thanks were given to the Clerk for the hard work undertaken to achieve this outcome** | **Clerk** |
|  |  | **Fleet Article for October – Cllrs Gray and Wilson to write, topics were suggested** |  |
|  |  | **Parish Clerks Report Agenda Item**   |  |  |  |  | | --- | --- | --- | --- | |  | Land ownership records have been checked, list to be complied of records held locally and those which are not | **21/129a** |  | |  | **Parish Field Lease Amendments, being discussed with Notts Wildlife trust** | **22/167b** |  | |  | **Parish Field to be registered with Fields in Trust** | **22/167c** |  | |  | **All policy/procedure/action plan etc documents to be published to the website** | **65 - 77** |  | |  | **The new internal auditor has been engaged. Thanks will be sent to the past auditor** | **78** |  | |  | **All requested training booked** | **112e** |  | |  | **Standing Orders updated and published to the website – all calendars etc updated with new meeting time** | **114** |  | |  | **Christmas tree ordered** | **115b** |  | |  | **Remembrance Wreaths ordered** | **115d** |  | |  | **Yellow rattle plants to be ordered for the Cross** | **117** |  | |  | **NALC advised that no comments were required** | **118c** |  |   ***Clerk Specific Items***   * All planning consultations responded to   ***Assistant Clerk (Mary-Ann) Specific Items***  Website and social media engagement continues  Area of work continues to expand  **49e** – IT Licences, Microsoft Licence obtained and all Parish Council emails transferred/set up as necessary. Contracts no longer required have been cancelled.  **50d** – Neighbourhood Plan Report from Surveys to be finalised  **115a** – Phoenix Hall advised of tree planting date  **116** – Twitter turned off, threads and LinkedIn accounts set up  **Reports to NCC**   |  |  |  | | --- | --- | --- | | **None** |  |  |   **Reports to NSDC**   |  |  |  | | --- | --- | --- | | **23/02394/DCDF** | Dog Fouling | Community Orchard | |  | Fly tipping | North Scaffold Lane/Green Lane |   ***Councillor Fabian***  **112g** – Beacon – new hoses to be investigated or new beacon to be purchased  ***Councillor Fabian & Clerk***  Basic Tree Survey Course was very informative and work will now be undertaken for the annual survey. A report be presented to full council in due course  ***Councillor Wilson***  **91** – Rogations Sunday to be discussed with the PCC  **115b –** Discussion with young farmers ongoing in relation to the Christmas event  **115d** – Discussion with Reverend Mandy about installation of a female silhouette on the Green (Church Commissioners land)  ***All***  **115c –** Tour of Britain promoted, GEM asked to make bunting, WI are to receive a bike from Newark & Sherwood District Council for decorating and display on the day  **115e** – Autumn litter pick being arranged  **117 *–*** Working parties arranged for work to the wildflower meadows at the Cross and Pinfold – work complete at the Cross and plants beginning to regrow. Pinfold paths trimmed for now. Further work will be carried out once plants have seeded.  ***Staffing Panel***  122– Advert for Parish Clerk placed, applications have been received and vetted. Interviews to be arranged  ***Councillor Orme***  Neighbourhood Plan is progressing – the Housing Needs Assessment is now complete and needs to be reviewed. An audit has been undertaken by the consultant of the information already held and there has been a number of gaps identified. |  |
| The meeting closed at 7:35pm | | |  |
| **Abbreviations:**  **NCC – Nottinghamshire County Council/Councillor**  **NSDC – Newark & Sherwood District Council/Councillor**  **LCS – Lincolnshire Cooperative Society**  **EMR – East Midlands Railway**  **PRoW – Public Right of Way**  **Y&CC – Youth & Community Centre**  **CDHS – Collingham & District History Society**  **PPG – Patient Participation Group**  **TVIDB – Trent Valley Internal Drainage Board**  **CPL – Community Partnership Library**  **SPD – Supplementary Planning Document**  **GEM – Great, Eat & Meet** | | |  |

