

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 6:30pm on 24 August 2023 at the Youth & Community Centre, Low Street, Collingham

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:

- 123 Declaration of intent to record, film or photograph the meeting by members, members of the public or the press**
None
- 124 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
- 125 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
- 126 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
- 127 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
- 128** 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 charging near the Memorial Hall as there are already restrictions

Cllr Wilson Arrived

129 Finance

a) **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

b) **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

c) **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

d) **Bank Reconciliation for the year to date** –signed by Cllrs Davis and Fabian, noted

e) **To consider all training request(s)**, resolved unanimously that all training would be booked

Clerk

- f) **To consider options for website(s)**, resolved unanimously that Option 2 be pursued for a change to Wordpress for both websites

**Assist
Clerk**

130 Planning

a) **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 Access/traffic, Health and Safety, Planning History, Cumulative Impact
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.

b) **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

131 Governance and Accountability

- a) **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

132 Fleet Article for October – Cllrs Gray and Wilson to write, topics were suggested

133 Parish Clerks Report	Agenda Item
➤ Land ownership records have been checked, list to be compiled 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		
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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

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