

# COLLINGHAM *Parish Council*

## MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7:30pm on 25 May 2023 at the Youth & Community Centre, Low Street, Collingham

Present: Councillors: S Blagg, L Curran, R Fabian (Chair), G French, S Gray, I Orme,  
K Walker, J Wilson

District Councillor P Farmer (Part)

Clerk: C Ballantyne

Assistant Clerk: M-A Horley

In Attendance: 2 members of the public (part)

Action by:

**83 Declaration of intent to record, film or photograph the meeting by members, members of the public or the press**

None

**84 Public Forum**

Members of the public came to speak to Agenda Items 89i and 91

Agenda 89i – Bowls Club update. The refurbished club house was recently formally opened and has been very well received by all members. There has been a slight underspend in the grant received and the club wonder if it would be possible for this to be used for the purchase of some curtains. See Agenda Item for resolution

Agenda Item 91 Rogation Sunday – was a key date in the annual calendar in the village in which they had lived previously and would like the Parish Council to include in the annual village calendar. This includes walking the village footpaths and would end with a tea in the hall.

The chair had beaten the bounds in the past.

See Agenda Item for resolution

Members of the public left the meeting

**85 To receive apologies for absence**

Apologies for absence were received from Councillors Davis & Haberton, resolved unanimously to accept the reasons for absence

Apologies were received from District Councillor Dales, noted

**86 To receive any declarations of interest**

Councillor Fabian declared an interest in Agenda Item 89b for expenses

**87 To receive and approve the Minutes:** of the Parish Council Meeting of 27 April 2023, previously circulated to members. These were agreed in the previous meeting.

**88 To receive reports from County and District Councillors**

***District Councillor Mrs Dales***

SNG – Date of next meeting 25<sup>th</sup> July at Harby Village Hall

***County Councillor Mrs Darby***

Written report received and available upon request to parishioners

**89 Finance**

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

**Receipts**

GEM (26 April) Cash	GEM - Donations	£54.00
GEM (26 April) Cash	GEM - Raffle	£30.00
GEM (10 May) Cash	GEM - Donations	£36.00
GEM (10 May) Cash	GEM - Raffle	£21.00
GEM (16 May) Cash	GEM - Donations	£30.00
GEM (16 May) Cash	GEM - Raffle	£29.00
GEM (24 May) Cash	GEM - Donations	£29.00
GEM (24 May) Cash	GEM - Raffle	£23.00

Noted

**b) To Formally Approve Items paid since last meeting by BACS/PayPal**

**Expenditure**

**VAT Total**

Rosemary Fabian	GEM - Food Supplies	£2.34	NIL	£2.34
Rosemary Fabian	Chairs Expenses	£50.99	NIL	£50.99
NALC	Training - Course	£32.68	£6.54	£39.22
Jo Bennett	GEM - Room Hire	£135.00	NIL	£135.00
Caron Ballantyne	GEM - Food Supplies	£19.28	NIL	£19.28
StormFlame	Community Park - Maintenance	£188.66	£37.73	£226.39
Phoenix Hall	GEM - Room Hire	£52.00	NIL	£52.00
Jo Bennett	GEM - Resources	£14.61	NIL	£14.61
Caron Ballantyne (Amazon)	GEM - Resources	£20.27	£4.06	£24.33
Caron Ballantyne	GEM - Food Supplies	£4.90	NIL	£4.90
Viking	Stationery	£69.47	£13.89	£83.36

Noted

**c) To Approve Items for Payment for the Month to be paid by BACS**

**Expenditure**

**VAT Total**

AEB Landscapes	Park - Inspections	£600.00	NIL	£600.00
AEB Landscapes	Community Park - Maintenance	£178.60	NIL	£178.60
Y&CC	Meeting Room Expenses	£20.00	NIL	£20.00
Y&CC	Training - Expenses	£20.00	NIL	£20.00
Karen Dannatt	GEM - Resources	£12.00	NIL	£12.00
Notts ALC	Training - Course	£134.40	NIL	£134.40
Notts ALC	Training - Course	£30.00	NIL	£30.00
Trent Valley IDB	Drainage Rates	£5.22	NIL	£5.22

HERAS	Community Park - Maintenance	£2,399.50	£479.90	£2,879.40
DALC	Training - Course	£140.00	NIL	£140.00
Belina Boyer	Audit Fees	£37.50	NIL	£37.50
Caron Ballantyne	GEM - Food Supplies	£67.85	NIL	£67.85
Caron Ballantyne	GEM - Food Supplies	£25.95	NIL	£25.95
Caron Ballantyne	GEM - H&S	£16.88	£3.38	£20.26
Caron Ballantyne	GEM - Resources	£15.79	£3.16	£18.95
Caron Ballantyne	Capital Expenditure - IT equipment	£229.92	£45.98	£275.90

All payments approved unanimously

- d) **Bank Reconciliation for the year to date** –signed by Cllrs Mackenzie and Blagg, noted
- e) **Budget Monitoring and Virements**, resolved unanimously all changes be made **Clerk**
- f) **To consider mobile phone for Parish Council Staff use**, resolved unanimously to arrange a phone for each member of staff **Clerk**
- g) **To consider all training requests/requirements**, resolved unanimously that all training requests would be booked and all new Councillors would be booked onto the available training **Clerk**
- h) **Changes to CCLA investment account**, noted
- i) **To receive update from Collingham Bowls Club on grant expenditure**, resolved unanimously that the underspend could be used to purchase curtains and a small additional amount of CIL monies provided to complete the project. **Clerk**

## 90 Planning

### a) Applications for consideration

23/00827/ADV	Station Road, Land Adjoining Braemar Farm	Erection of 3 illuminated signs – SUPPORTED unanimously
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### b) Applications Determined

22/00319/HOUSE	The Lawns (26)	Application Permitted
23/00450/DISCON	Low Street (53), Cleve Cottage	All Conditions Discharged
23/00508/FUL	Swinderby Road (10)	Application Permitted
23/00546/DISCON	Low Street (68), The White House	All Conditions Discharged
23/00571/HOUSE	Low Street (5), Pine Lodge	Refused
23/00603/DISCON	High Street (133) Carshalton	All Conditions Discharged
23/00720/TWCA	Low Street (62), Paddock opposite	No objections
23/00782/DISCON	Station Road (Braemar Farm), Land Adjoining	Application Closed

Noted

- 91 To consider Parishioner Request to mark Rogation Sunday with Beating the Bounds Annually**, resolved unanimously that this would be discussed with the Parochial Church Council **Cllr Wilson**
- 92 Governance and Accountability**
- a) **To consider final internal audit report and recommendations for 2022/23**, resolved unanimously that there were no actions required
- b) **To approve the Annual Governance Statement**, resolved unanimously that this was a true reflection of the year end position and was signed by the Chair
- c) **To approve the Annual Accounting Statement**, resolved unanimously that this was a true reflection of the year end position and was signed by the Chair
- 93 Correspondence**
- a) Invitation to Nottinghamshire County Council Civic Service 2023, resolved unanimously that Cllr Fabian would attend **Clerk**
- District Councillor Farmer arrived** and introduced himself
- b) Letter from Robert Jenrick MP, noted
- c) Date for your diary ... NALC AGM 11 September 2023, resolved unanimously that Councillor Blagg would attend **Clerk**
- 94 Fleet Article for July/August – Cllrs Haberton and Orme to write, topics were suggested**
- 95 Parish Clerks Report** **Agenda Item**
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|--|----------------|
| ➤ Land ownership records have been checked, list to be compiled of records held locally and those which are not    | <b>21/129a</b> |
| ➤ Parish Field Lease Amendments, being discussed with Notts Wildlife trust   | <b>22/167b</b> |
| ➤ Parish Field to be registered with Fields in Trust   | <b>22/167c</b> |
| ➤ New colour laser printer purchased   | <b>19g</b>     |
| ➤ Meeting with the Showground and Winthorpe Parish Council Monthly – invite now includes Collingham Parish Council | <b>48</b>      |
| ➤ New Cemetery Fees published on the website and advised funeral directors   | <b>49f</b>     |
| ➤ Playground Safety Training Course booked   | <b>49g</b>     |
| ➤ Phoenix Hall Lease amended and signed by all parties   | <b>51</b>      |
| ➤ Nottinghamshire County Council Local Community Fund information passed to groups identified                      | <b>53c</b>     |
| ➤ Beaumont House invitation accepted   | <b>53d</b>     |
- Clerk Specific Items**
- All planning consultations responded to
  - Defib Training arranged for Thursday 11<sup>th</sup> May was well attended
- Assistant Clerk (Sarah) Specific Items**  
**22/136** – Telephone Arrangements, agreed package being pursued

**Assistant Clerk (Mary-Ann) Specific Items**

Website and social media engagement continues

Area of work continues to expand

**21** – Opening event to be arranged with Scouting/Guiding Movement. Publicity to be produced and advertised

**49e** – IT Licences, Microsoft Licence obtained and all Parish Council emails transferred/set up as necessary. Existing contracts to be cancelled.

**50d** – Neighbourhood Plan Report from Surveys to be finalised

**Reports to NCC**

<b>CSC515333113</b>	Gullies	Blocked gully on Low Street near 163
<b>CSC515334271</b>	Pothole	Low Street 161
<b>CSC515334856</b>	Pothole	Low Street 161A
<b>CSC515335499</b>	Footway	Footway sinking adjacent to water cover - Peterborough Road

**Reports to NSDC**

<b>None</b>		
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**Councillor Fabian**

**22/192** – Memorial for Councillor Dobson, being discussed with Collingham Agricultural Society

22<sup>nd</sup> of June will be the celebration for the Langford Quarry extension to the RSPB reserve and will be attending as a RSPB volunteer

**Councillor Fabian & Clerk**

**50f** – Newark & Sherwood District Council Draft Housing Strategy responded to

**53b** – DLUHC response started, but this is a very technical planning document. Newark & Sherwood District Council are submitting a response.

**Councillor Blagg**

Langford Liaison Meeting – 25 April 2023

The representative from Tarmac updated the meeting on matters since the last meeting including capital investment in new machinery (new mobile plant and loading shovel); the first quarter of this year had been busy; annual production of 400k tons; the build-up of stocks for an expected downturn in the market; outlined proposals for future extraction towards the village of Holme (Cllr Linda Dales stated that she would ask Holme Parish Meeting to appoint a representative to attend this meeting). It was proposed to construct bunding alongside the road to Holme when extraction started this summer. It was not proposed to commence work on Phase 8 because of flood risk and potential archaeology (towards the Trent); National Cycle Route 64 was unaffected by any of the extraction proposals; land had been transferred to the RSPB.

The representative from the RSPB gave an update. He stated that the reserve at Langford now comprised 300 acres following the recent transfer of more land from Tarmac; stated the reserve attracted 1k visitors a month; explained that the cost to non-member car visitors was £1 for two hours per car; that payment was by phone as the ticket terminal had been vandalised; water levels had been satisfactory prior to the bird nesting season but had subsequently increased posing a danger for nesting birds; three otters had been sighted and bitterns and migratory birds were now arriving; removal of willow from reed beds and a reduction of sycamore trees with the reserve preparing for the planting of reeds

(20k); DPD had provided funding and this would be used to replace the sluices in August/September; it was also proposed to apply for funding from the Landfill Community Fund.

The RSPB has arranged an event on 22 June 2023 at the reserve to celebrate the transfer of the extra land from Tarmac. Representatives from the community including the Parish Council have been invited to attend.

The meeting closed at 8:10pm

**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**