

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING

held at 6:30pm on 23rd April 2026

at the Youth & Community Centre, Low Street, Collingham

Present: Cllr Iain Orme (Chair), Cllr Rosemary Fabian, Cllr Sue Gray, Cllr Steve Blagg, Cllr Gillian French, Cllr Angela Haberton, Cllr Patrick Holland, Cllr John Wilson

In attendance: Mary-Ann Horley (Clerk)

Members of the Public: 2

Item	Title	Action
44.	Declaration of intent to record, film or photograph the meeting by members, members of the public or the press - None	
45.	Public Forum	
a.		
46.	To receive apologies for absence <ul style="list-style-type: none">● from Cllr T Dodds<ul style="list-style-type: none">➤ Resolved unanimously to accept reasons for absence● from Cllr E Norton who has resigned	
47.	To receive declarations of interest from Cllr Orme and Blagg in Item 50e	
48.	To receive and approve the Minutes of the meeting of 26th March 2026, previously circulated to councillors <ul style="list-style-type: none">➤ These were agreed unanimously as a true record and were signed by the Chair	
49.	To receive reports from County and District Councillors	
a.	County Councillor Janette Barlow	Clerk to provide land

	<ul style="list-style-type: none"> ● An officer is working on solutions to footpath accessibility issues caused by barriers and uneven surfaces. ● Just over 170 responses were received to the informal consultation on Carlton Ferry Lane with all but a few responses against closing the road. ● Emergency resurfacing work on the A1133 between Collingham and Besthorpe is in progress. Pothole repairs are now being sealed. ● Frail elderly or disabled pedestrians likely to cross road ahead signs cannot be placed on the High Street opposite the library as there is nowhere suitable to mount them. ● Lorry Watch has been requested to check that the A1133 is not being misused by HGVs while the weight restriction is in force. 	ownership details for footpaths.
b.	<p>District Councillor Linda Dales</p> <ul style="list-style-type: none"> ● Newark and Sherwood District Council has awarded Section 106 grants to Collingham Football Club and Collingham and District Local History Society but due to policy has been unable to help Collingham Tennis Club as at present Section 106 fund can only be used to improve facilities with a roof. Whether to update this policy will be decided by the Cabinet in June. ● The Community Grant Scheme is now open. ● The first Collingham Division Chairs Meeting took place on 13th April with the main topic of highways repairs and other issues. 	Clerk to distribute Chairs Meeting Terms of Reference and to add attendance by a Collingham representative to the May agenda

50.	Finance	
a.	To formally note items of receipt for the month, as appended - Noted	
b.	To formally approve items paid since last meeting by BACS/PayPal, as appended ➤ Approved	
c.	To formally approve invoices to be paid by BACS - None	

d.	Bank Reconciliation by Councillors Dodds and Fabian	
e.	Application for Section 137 funding for installation of a composting toilet at Poor Close Allotments ➤ Resolved to grant £500	

51.	Planning	
a.	Applications for consideration	
	26/00561/S73 - 105 High Street Collingham Variation of Condition 3 attached to planning permission 26/00027/FUL to amend the opening hours ➤ Resolved that this application was received too late for a decision to be made	Clerk to apply for an extension until the Annual Parish Council Meeting
b.	Applications determined 26/00268/TWCA - 8 South End Collingham Newark On Trent NG23 7LL No Objection 26/00345/TWCA - 6 Vicarage Close Collingham Newark On Trent NG23 7PQ No Objection 26/00216/TWCA - The Old Vicarage 138 High Street Collingham Newark On Trent NG23 7NH No Objection 26/00137/HOUSE - The Nunnery 8 South End Collingham Newark On Trent NG23 7LL Application Refused 26/00138/LBC - The Nunnery 8 South End Collingham Newark On Trent NG23 7LL Application Refused 26/00329/ADV - Land At Former Factory 27 Woodhill Road Collingham Newark On Trent NG23 7NR Application Permitted 26/00027/FUL - 105 High Street Collingham Newark On Trent NG23 7NG	

	<p>Application Permitted</p> <p>26/00132/DISCON - Methodist Chapel Fosse Road Brough NG23 7QE</p> <p>DOC - Part conditions discharged</p> <p>Noted</p>	
c.	<p>Neighbourhood Plan Regulation 14 Consultation</p> <p>➤ Resolved to accept edits as suggested by the consultant and reviewed by the Neighbourhood Plan Working Group</p>	Clerk to draft letter to parties requesting site allocations

52.	Documents Review	
a.	<p>Records Retention Policy</p> <p>➤ Resolved to adopt</p>	
b.	<p>Health and Safety Policy</p> <p>➤ Resolved to adopt</p>	
c.	<p>Code of Conduct for Members</p> <p>➤ Resolved to adopt subject to minor corrections</p>	
d.	<p>Scheme of Delegation</p> <p>➤ Resolved to adopt</p>	
e.	<p>Biodiversity Policy</p> <p>➤ Resolved to adopt</p>	
f.	<p>Appraisal Policy</p> <p>➤ Resolved to adopt</p>	
g.	<p>Financial Reserves Policy</p> <p>➤ Resolved to adopt</p>	

53.	Collingham in Bloom	
a.	<p>Report</p> <p>Cllr Orme updated the Council on recent activities, including the decision to run a Bloom Trail on 28th June to show off the route and other areas to residents.</p>	
b.	Polytunnel	Cllr Orme to pursue a second hand polytunnel

	5000 plants have been grown but there is covered space to grow them on so they are being distributed to residents' greenhouses.	option
54.	To decide whether to install a Parish Council storage building <ul style="list-style-type: none"> ➤ Resolved to install a new shed at South End Burial Ground 	Cllr Dales to enquire about the availability of a Flood Resilience Grant
55.	Local Council Award Scheme Update	Clerk to distribute Business Plan guidance documents to councillors
56.	Correspondence - None	
57.	Clerks and Councillors Reports	
a.	Clerk <ul style="list-style-type: none"> ● The family of the late Mary Hill have asked to install a bench in her memory at South End Burial Ground. <ul style="list-style-type: none"> ➤ Resolved to approve ● Any councillors with confidential documents to bring them to the office for secure destruction as bags have been ordered. ● Details for SharePoint document access have been circulated ● Annual Parish Council Meeting <ul style="list-style-type: none"> ➤ Resolved to change the date to 28th May and the time to 5:45pm 	Clerk to draft a memorial policy
b.	Cllr R Fabian It has been suggested that the trees be dedicated when they are planted at the Parish Field later in the year. More research is needed.	Clerk to add to the May agenda
c.	Cllr J Wilson Highlighted the May Fair taking place the following weekend.	

58.	Fleet article for May by Councillors Blagg and Dodds - ideas contributed	
59.	<p>To consider resolving that, under Section 1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, the public and members of the press be excluded from the meeting for the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in the Act</p> <p>➤ Resolved</p>	
60.	Casual Vacancy	

Meeting closed at 20:26

Appendices

Receipts

Supplier/ Customer	Total	Bank Account	Reserve	Budget Code
Newark & District Round Table	£250.00	Unity Current	GEM	202 GEM
PayPal	£0.05	PayPal	General	201 Reserve Accounts Interest
Jacks Katch	£10.00	Unity Current	Maintenance	204 Rent
GEM	£73.00	Unity Current	GEM	202 GEM
E Gill & Sons (Memorials)	£80.00	Unity Current	Maintenance	203 Burial Ground Fees
E Gill & Sons (Memorials)	£100.00	Unity Current	Maintenance	203 Burial Ground Fees
E Gill & Sons (Memorials)	£100.00	Unity Current	Maintenance	203 Burial Ground Fees
Unity Trust Bank	£8.79	Unity Reserve	General	201 Reserve Accounts Interest
VIA EM Ltd	£1,150.00	Unity Current	Lengthsman	205 Grants
GEM	£109.00	Unity Current	GEM	202 GEM
HMRC	£6,474.64	Unity Current	General	206 VAT Repayments
PayPal	£0.41	PayPal	General	201 Reserve Accounts Interest
Crowdfunder	£3.64	Unity Current	Collingham in Bloom	208 Donations

Payments

Vendor / Supplier	Total	Bank Account	Reserve	Budget Code
Fasthosts	-£15.12	PayPal	General	201 Communications
NSDC	-£40.00	PayPal	General	208 Waste
NSDC	-£40.00	PayPal	General	208 Waste
Fasthosts	-£15.40	PayPal	General	201 Communications
Doug Lyne	-£1,279.43	Unity Current	Maintenance	301 Grass Cutting etc
Iain Orme	-£28.50	Unity Current	Collingham in Bloom	402 Collingham in Bloom
NDHAGS	-£500.00	Unity Current	General	405 S137 Grants
Collingham Parochial Church Council	-£1,000.00	Unity Current	General	405 S137 Grants
SLCC	-£200.00	Unity Current	General	211 Memberships
Phoenix Hall	-£78.00	Unity Current	GEM	209 GEM
Amazon	-£6.69	Unity Current	General	212 Stationery
NSDC	-£810.68	Unity Current	General	208 Waste
NSDC	-£394.68	Unity Current	General	208 Waste
Crystalline	-£36.00	Unity Current	Maintenance	302 Building & Asset Maintenance
Caron Ballantyne	-£95.18	Unity Current	GEM	209 GEM
Amazon	-£28.45	Unity Current	GEM	209 GEM

Community Rail Network	-£30.00	Unity Current	General	211 Memberships
Amazon	-£22.48	Unity Current	Collingham in Bloom	402 Collingham in Bloom
Amazon	-£74.01	Unity Current	General	504 Individual Items
Notts ALC	-£906.75	Unity Current	General	211 Memberships