

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7.15 pm on 25 FEBRUARY 2016 in the Youth & Community Centre, Low Street, Collingham

Present: Councillors: C Allen, M Davies, J Guest, R Hatton, R Scott (Chair), V Wright,
County & District Cllr Mrs M Dobson

Clerk: Caron Ballantyne

In Attendance: 4 members of the public

22. Public Forum

2 new residents of the village came to introduce themselves and seek some guidance on the facilities/organisations available as they are new to the area

2 members of "Arena" came to speak about their proposals for devolution in this area. This would be a new structure altogether, which would be driven by the Parish Councils and would meet the needs of rural parishes. This would be a unitary authority to drive the rural agenda, make localism more than just a word and enable Parishes to make more decisions about issues that affect them. One member from each Parish Council would be selected to represent that Parish on the Unitary Authority and significant savings could be made.

23. To receive apologies for absence

- Apologies received from Councillors Barrie, Marshall, Musson & Parkin accepted.

24. To receive any declarations of interest

Cllr Guest declared an interest in Agenda Item 30 – determined application for Tree works in the conservation area.

25. To receive and approve the Minutes:

Resolved that the minutes of the meeting of 28 January 2016 were agreed and signed by the Chair.

26. Progress Reports (for information only)

- Village Centre & LCS – a timer for lights at the side of LCS to be installed, because it is dark down the side of the building at night so that the lights remain on for a while after the store has closed.
Barriers at the Station Road Entrance have been raised again as an issue and these will remain in place as the LCS believe that these are required for safety reasons. Consideration to be given to the Parish Council sending correspondence to the Football Club to encourage drivers to take care as mobility scooters have no option but to travel down the carriageway as a result. To be added to a future agenda for resolution

27. To receive reports from County and District Councillors

Cllr Dobson

County

- Council Tax has been set for the coming year with a 1.9% increase. Adult social care increase of 2% is also to be added. Cllr Dobson voted for this additional

funding for social care as this is an important service area that is in desperate need of extra funding.

- Proposed bus service cuts – Cllr Dobson has proposed that the County Council ask Parish Councils to assess who needs a bus, when is the right time for a bus and communicate with local villages what is required and will be of benefit. This is not confirmed yet.
- Yellow lines have gone down on Station Road – this will be monitored for the next 6 months to see the difference that this makes.
- The whole of High Street is going to have Severn Trent drainage works undertaken. NCC will then patch and surface dress the whole of the High Street later this calendar year.

District

- Correspondence from Clerk following the last meeting, with regard to number plate recognition and burglaries – Cllr Mrs Dobson has been invited to a meeting to find out more detail and will report.
- Sign at the fish and chip shop is now being pursued with the Chief planning officer.
- Barn Energy and the proposal for a small hydroelectric power station will produce at least 2.5 Megawatts. This is only a small amount of output and doesn't appear to be cost effective. The developer is going to speak to the RSPB about the proposals.
- Cedar Lodge development has no planning permission for food outlets.
- Election costs – Cllr Mrs Dobson would pursue clarification from the District Council as to how the bill is made up as this is a huge expense for all Parish Councils.

28. To Formally Note Items of Income and Expenditure for the Month:

| Income | | VAT | Total | |
|------------------------------------------------------|-----------------------------------------------|------------|--------------|---------|
| Cemetery | Burial Fees | £407.00 | Nil | £407.00 |
| Cemetery | Burial Fees | £155.00 | Nil | £155.00 |
| NSDC | Jubilee Room - Business Rates Rebate | £40.13 | Nil | £40.13 |
| NCC | 71 High Street - Payment for Electricity Bill | £623.28 | Nil | £623.28 |
| Expenditure | | | | |
| E-On – Direct Debit canceled so to be paid by Cheque | Jubilee Room – Electricity for January | £4.73 | £0.24 | £4.97 |

29. To Approve Items of Expenditure for the Month:

| | | VAT | Total | |
|-----------------------|------------------------------------------------------------|------------|--------------|---------|
| British Gas by Cheque | 71 High Street – Electricity for October to January | £593.60 | £29.68 | £623.28 |
| BESA Group by BACS | Jubilee Room - Asbestos Survey in order to carry out works | £182.05 | £36.41 | £218.46 |

| | | | | |
|-------------------------------------------------------|-----------------------------------------------------|-----------|---------|-----------|
| Jane Needham by BACS | 71 High Street – Energy Performance Certificate | £200.00 | £40.00 | £240.00 |
| Jamie Warrington by BACS from Capital Revenue account | Jubilee Room – Capital Improvements (final payment) | £1,320.00 | £264.00 | £1,584.00 |
| AEB Landscapes by BACS | Community Park Inspections - December and January | £280.00 | Nil | £280.00 |
| Lindum Fire Services by BACS | Fire Extinguisher – Jubilee Room | £65.00 | £13.00 | £78.00 |
| HMRC by BACS | PAYE and employer contributions for February | £233.30 | Nil | £233.30 |

Resolved all expenditure approved

- **Bank Reconciliation for the year to date** – signed by the Chair of Finance and circulated previously
- **Transfer of £8,000 from the Natwest Current Account to the Unity Trust Account** – This is no longer required as the transfer of bank accounts has now been completed. If new accounts are set up in the future, a sum of money should be transferred as soon as possible whilst waiting for the whole account to be transferred.

30. Planning

Applications for Consideration

| | | |
|--------------|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| 16/00113/FUL | Swinderby Road, The Mill House | Application for first floor and ground floor utility room extensions plus new entrance lobby. - SUPPORTED |
| 16/00108/FUL | Low Street (121), Pitomy Farm | Erection of 1 No. dwelling (substitute for existing approval) No. 7 Pitomy Drive (Otherwise known as Plot 19 Pitomy Farm) - SUPPORTED |
| 16/00254/FUL | Church Street (6), South Church House | Householder application for proposed single storey rear extension and side bay window, new brick boundary wall and metal railings - SUPPORTED |
| 16/00255/FUL | Fosse Road, Field House Farm | Householder application for single storey rear extension - SUPPORTED |

Applications Determined

| | | | |
|--------------|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 15/02107/TPO | High Street (98), Markham House | Undertake works to tree protected by TPO N264 identified as T2. Removal of branches of Horse Chestnut Tree (as identified on supporting photographs) and 15% Crown Reduction | No objections |
|--------------|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|

| | | | |
|---------------|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 15/02275/LBC | South End (15), The Fruit Farm | Repair or replacement of 10 No. windows with new hardwood replacements to match and restoration of vertical glazing bars on 7 No. of the windows. Replacement of 2 No. external doors with bespoke hardwood country style doors. Installation of glazing for 9 No. windows. | Permitted |
| 16/00042/TWCA | High Street (98), Markham House | Fell 1 No. Cypressus | No objections |
| 16/00047/TWCA | High Street (63), Winard | Fell 1 No. Sycamore Tree due to overhanging, excessive shading and proximity to neighbouring property | No objections |
| 16/00049/TWCA | Low Street (40) | Prune 1 No. Silver Birch Tree situated in front garden. Prune 4 No. Apple Trees situated in front garden | No objections |
| 16/00057/TWCA | South End (19), The Bungalow | 1 No. Apple Tree - Thinning of branches and minor trimming work | No objections |

Applications determined noted

- **National Planning Policy Guidance Consultation** – This was commented on last month, the only additional comments are in relation to affordable housing and determining a true definition of affordable, by people on average wages in this area and more shared ownership. Resolved to add this to the previous comments.
Infrastructure implications, ie flooding
Minimum number of properties for a hub should be in keeping with the local area
Small site is a minimum of 10
Only in consultation down to Parish level
Local connections are very important
- **Open consultation: Rural planning review: call for evidence** – noted
- **Nottinghamshire Minerals Local Plan Submission Draft** – All the issues raised previously are still relevant
- **Nottinghamshire Local Minerals Plan – NSDC Special Economic Development Committee – 23 March 2016** - noted

31. Capital Expenditure

- a) Notice Boards – a number of boards are starting to disintegrate and need to be replaced. Jubilee Room to be replaced with a half locked, half open board. Boards at the One Stop shop and bus stop at the south end of the village need Sundeala adding. The Village Centre and the Y&CC boards need a general refurbishment. Quotations will be sought from Men in Sheds, Hill Holt Wood and Stephen Tingle.
- b) Benches – A number of them are in need of some work to replace lathes and stainless steel bolts. Quotations to be sought from Men in Sheds, Hill Holt Wood and Stephen Tingle.
- c) Sign for Brough – Claire Weeks to be approached by Cllr Guest to see if she would be willing to do a design. Clerk to forward the consultation results. Design to be circulated prior to the June meeting for a decision to be made at the Parish Council meeting in Brough.

- d) Tenders for Y&CC Internal Decoration – Contract to be awarded pending a costing for the varnishing of the toilet door on the cheaper quotation, which was included in the more expensive quotation.

32. Queen's Birthday Celebrations

- a) Beacons – April 21st a chain of beacons is being organised. Resolved to ask the Football Club if they would like to host this. A gas cylinder will need to be purchased. Correspondence to be sent as quickly as possible, so that a response should be available for further discussion at the next meeting.
- b) Street Parties – lots of queries as to how this can be organised. Nottinghamshire County Council will arrange road closures, there is a lot of information on the web. There is a party organised for June 12th on Low Street with the Y&CC, supported by the Grey Horse for the whole community. Information about Street Parties can be organised to be put on the website, Facebook etc.

33. **Library Service – Contract with Inspire** – Library Service/Inspire had provided a bespoke draft contract for Collingham with many issues resolved. This item to be put on March agenda to discuss management of the Community Library Partnership and the opinions of the current volunteers at Collingham Library.

34. Clerks Report

| | Agenda Item |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| a) Correspondence with NCC PRoW team, passed to Cllr Dobson to raise directly with the officers with regard to the hoops on the footway from Station Road to the LCS | 2016 - 6 |
| b) Peoples Pension contacted and started with the registration process | 2016 - 10 |
| c) NSDC notified of agreed precept and change of bank account details | 2016 - 11 |
| d) National Planning Policy Guidance Consultation – responded to | 2016 – 12 |
| e) Nottinghamshire County Council Consultation on Validation of Planning Applications – responded to | 2016 – 12 |
| f) Football Club request for change to fence and gate on PRoW NC 13 and 37 – sent on to the NCC PRoW team | 2016 - 13 |
| g) Jubilee Room Contract – Issued for signatures | 2016 - 16 |
| h) Devolution Feedback – sent and response circulated to Councillors | 2016 – 19c |
| i) Nottinghamshire County Council Budget Consultation – Responded to. Full response below | 2016 - 20a |
| j) Newark & Sherwood District Council, Open Space Provision – Completed and returned | 2016 – 20b |
| k) Dog fouling and Crossing on the High Street – response sent to letter | 2016 – 20g |
| l) Police and Rural Crime – correspondence sent to Cllr Mrs Dobson and Cllr Clark to request NSDC added to the areas for Number Plate Recognition | 2016 – 20h |

Other items

- Unity Trust account – direct debit and standing orders have been agreed and will be transferred with monies as soon as possible – new payees invoices for payment have been set up prior to the meeting and await approval at the meeting and subsequent internet authorisations. Monies transferred this week so agenda item for transfer of monies not required in order to pay invoices.

- Neighbourhood Planning - Shaping Your Community – March 17th, Grantham. Is anyone interested in attending? Or has booked a place? Discussed sharing transport?
- Fly tipping on Cross Lane (Swinderby Road to Station Road) – Reported by resident, already reported to NSDC, thanks received for prompt response.
- NALC Website training attended – additional knowledge gained along with sharing experience with other clerks/councillors. Very useful day.
- Twitter linked to the Parish website, so all notices posted as “News”, “Events” and “jobs” will be published to it. Hope that Facebook will soon be set up to do the same, but some technical difficulties experienced with current Facebook page
- Awards for All application for Y&CC pointing and external refurbishment completed and submitted. Up to 8 weeks for decision to be notified.
- Harry Johnson Award Application for 71 High Street – in preparation

NCC Budget consultation – full response

A12 - Efficiency Savings: Transport and Travel Services Budget

Could you please provide more information on the proposals on the concessionary bus pass scheme. This affects a great number of people within the village as this is their only means of transport.

How will the proposals affect the work done by the voluntary transport scheme in the area and how would this affect the grant that they receive with an ever increasing demand?

There is great concern about this service being impacted on by the proposals - reassurance is requested that this service will not be affected

B15 - Impose limits on and/or charges for disposal of non-household wastes at the Recycling Centre network - Reduction in non-household waste services will lead to more fly tipping - this is already an issue in the Parish due to the many quiet and remote lanes.

C12 - Reduction in provision of parking, traffic management and small-scale community works service – how can this be reduced as there are none that the Parish Council are aware of.

A09 - There is currently no assistance from the youth service for any services - how will this save money?

A02: Reduction in transport budget - for adult social care. How will those that rely on this service be able to get out of their homes?

A27: Further integration of HR functions and increased manager self-service to deliver additional savings - Managers are highly paid and increasing self-service often means that tasks that had previously been undertaken by staff on a lower grade are done by these highly paid managers. Should highly paid staff not be employed to carry out the work that warrants this higher grade, rather than menial tasks?

All budget consultations should be rural proofed - has this been considered?

This consultation and the documents are very difficult to follow and navigate around

Consistent use of the reference numbers would have been useful, as would one page with all the proposals rather than it all being split into little bits!

Cllr Scott

02.02.16. Meeting with Library Service/Inspire (Clare Tobin and Liz Edwards) and Chris Allen to discuss contract received for Community Library Partnership (CLP) and our concerns. Reported that each contract was being written individually for a community group which takes over staffing of library with volunteers. New contract specific to Collingham PC will be written, following email of 3 February 2016

Points raised:

- General: CPC will ask for legal costs to be paid for the scrutiny of any contract document. If the CLP involves CPC in any extra costs then this would be *double taxation*, as our residents already pay a charge to Nottinghamshire CC/Inspire towards the library service
- Throughout the contract document the word 'personnel' is used not 'volunteers'; there is a risk that this could be used against CPC to try to establish an employee/employer relationship.
- It is not clear who will pay the running costs of the CLP at Collingham; s7(c) states the Authority shall *provide a telephone*..... It does not state who will pay for calls.
- S5.1(f) refers to fund raising under the *Supply of Servicesto enhance the core library services available to Customers*. This would be very difficult for CPC to take on in the current climate and could be a risk to other fund raising in the parish.
- S5.1(k) Access for reading and learning groups - would this be in addition to the basic opening hours. Who would pay additional costs for heating etc.
- S8.2 Title in library fixture and fittings would pass to the CLP - who would be responsible for maintenance and replacement?
- S9.2 Procedure for '*replacing personnel who the Authority reasonably decides have failed to carry out their duties*'. This appears to be another example of employee type status for volunteers. Also, there is no appeal procedure for volunteers, which could cause considerable problems in a small community.
- S13 Indemnities: all responsibility would be passed to CPC and further insurance would be needed.
- S15 Insurance: again additional insurance would have to be paid for by CPC.
- S18 Confidentiality: CPC cannot agree to the provisions of s18.1, even taking into account s18.2. All parish councils are bound by the Openness and Local Government Regulations 2014
- 04.02.16. Request for information about regulations for street parties. Replied to using links to NCC, NSDC and DCLG. Suggest these links are put on website and 'What's on in Collingham' Facebook page at next meeting.
- 05.02.16. Report of drinking (evidenced by huge amounts of bottles and cans left behind) at bird hide at Notts Wildlife Reserve. Meeting arranged with PCSO Katie Hyde, Andrew Hindmarsh (Notts Wildlife) and Chris Allen, on site on 11.04.16. Mobile CCTV requested from NSDC.
- 11.02.16. Meeting with NCC Cllr Maureen Dobson and Barn Energy CEO Mark Simon with Paul Thomas of Angling Association. Issues identified:
Reduction in feed-in tariff makes investment more unlikely.
Grants/public money could only be used for fish ladder, everything else private investment.
Mark Simon has not contacted other key parties yet, i.e. RSPB; Trinity College; NCC. Has contacted NSDC (DC Roger Blaney) and MP Robert Jenrick.
The only employment on site would be contractors for mechanical maintenance and ground maintenance.
Query output of this site and increase in flow of River Trent.
- 22.02.16. Meeting with Methodist Church Tree Festival organisers: £710 raised in donations including Service: to go to Collingham Cubs (£100); Pre-school (£100); GIST Cancer Research (£150); Action for Children (£160) Village Care (£100) and Air Ambulance (£100).
- 24.02.16. Notification from AEB Landscapes that work would start on removing mound and installing replacement ramps on Monday February 29. Zip wire would be fenced off for one week, all dates weather reliant. Notice to be put on Community Park Facebook page, website and at entrances to Community Park.

24.02.16. Following report from another Parish Council, expressed concern over invoices for elections received from NSDC, to DC Maureen Dobson(MD). They are not itemised, we have no control in advance and it is likely we will spend nearly 30% of our income on elections in 2015 -16 financial year. Cllr Mrs Dobson to find out the facts for CPC.

Cllr Allen

Cllr Marshall has been notified of a burglary and this has been reported to the PCSO. This appears to have coincided with charity leaflets being delivered. The incident had not been reported.

Cllr Davies

Nothing

Cllr Guest

Muddy footpath across field path at Dykes End could this be raised with NCC

Cllr Hatton

Statement of Values and ethics needed – was too late for this month, and is requested to be added to the agenda for next month

Cllr Wright

The speed sign from the South is now working

The meeting closed 9.30pm

Abbreviations

NCC – Nottinghamshire County Council/Councillor

NSDC – Newark and Sherwood District Council/Councillor

LCS - Lincolnshire Cooperative Society

PRoW - Public Right of Way

Y&CC – Youth & Community Centre