

**MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING HELD ON 28  
MARCH 2013 AT THE YOUTH AND COMMUNITY CENTRE, LOW STREET,  
COLLINGHAM**

During the public forum a resident queried the cost of the proposed car park at the railway station. The same resident queried the recently received Council Tax bill that shows an increase of 6.4% in the precept of the Parish Council. Mrs Scott explained that the Council had not increased its precept from £21648 the previous year but that a grant had been given by N&SDC which once added to the precept meant an increase was shown on the bill. An article will be put in The Fleet explaining this as it is appreciated that the increase shown is misleading. Mrs Scott also advised that Collingham has one of the lowest precepts for its size in Nottinghamshire.

**1. Apologies for absence:**

S Dove (close friends 50<sup>th</sup> birthday) G Norcott (no reason given) M Parkin (hospital appointment, not local) V Dobson (illness)

**Present**

C Allen	M Dowell	D Evans	C Moody	T Ozbourne	R Scott (Chair)
V Wright	N&SDC M Shaw		J Guest, Clerk		

**2. Declarations of Interest:**

- (a) To declare any personal interests in items on the agenda and their nature – Mrs Scott declared an interest in item 4 on the agenda, the reimbursement of her expenses.
- (b) To declare any prejudicial interests in items on the agenda and their nature – none declared

The minutes of the meeting of 28 February 2013 were accepted. Proposed by Mr Ozbourne, seconded by Mr Allen and unanimously approved.

**3. Progress reports: (for information)**

- (i) Community Emergency Scheme – meeting at Girton on 16 March. A report will be placed in the circulation file and sent to all householders at risk of flooding. Only one resident attended the meeting. Lots of useful information was given, it is important for residents to work together to save money. Mr Evans mentioned that he was not impressed by the mechanics of the flood defences which may be of use in a flash flood but may not help in standing water. Mr Evans suggested a pump by the sluice at Girton would be more useful. This will be discussed further by the Emergency Committee at their next meeting.
- (ii) Traffic within the village – this will be discussed at the next Safer Neighbourhood Group (SNG) meeting on 10 April
- (iii) Container in garden on Woodhill Road – NSDC M Shaw will follow this up
- (iv) Garage on the High Street – erection of gates in relation to planning permission. Planning permission is required and N&SDC will be contacting the owner to discuss this.

#### 4. Income and Expenditure

Best 4 Pests	Moles at the Burial Ground	£100.00	£0.00	£100.00
Parks and Playground Solutions Ltd	Litter pick and playground inspections - December	£58.80	£11.76	£70.56
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Parks and Playground Solutions Ltd	Litter pick and playground inspections - February	£58.80	£11.76	£70.56
RCAN	Playground inspection training	£80.00	£0.00	£80.00
J Guest	Clerk's expenses	222.48	0.00	222.48
R Scott	Chair's expenses	27.18	0.00	27.18

The above payments were agreed, proposed by Mr Ozbourne, seconded by Mr Evans and agreed unanimously.

**To agree a new standing order to be set up to pay the Burial Ground non domestic rate bill 2013/2014** - £24.39 due 1 April 2013 followed by payments of £15.00 on the first of the month, the final payment is due 1 January 2014. Proposed by Mr Evans, seconded by Mr Ozbourne and approved unanimously.

#### 7. Correspondence

Email from resident regarding dog fouling on Woodhill Road – Mrs Scott has contacted the Dog Warden. Unfortunately they cannot have a presence in any one particular village as they receive too many requests to be able to do this. If fouling is reported, they will come and clean up. Rodney Bayes has reported dog fouling in the Play Park this week. Residents can request posters for their gates from the Parish Council. This matter will be mentioned again in the Parish Council's Fleet article. Any fouling must be reported to the Dog Warden; they will talk to the owners and prosecute where necessary. Mr Ozbourne suggested the temporary use of CCTV and this will be mentioned to PCSO Harriet Samson-Bailey at the next SNG meeting. If anyone has any further suggestions for stopping fouling please can they let Mrs Scott know.

Email from resident regarding speeding on the High Street – this will discussed further at the next SNG meeting.

Letter from Patrick Mercer MP in reply to the Parish Council's letter regarding the Let's Get Building scheme – the contents of the letter were noted.

Email regarding David Yabbacombe's induction as incumbent on 20 April – the contents were noted. The Clerk will contact the Parochial Church Council to see if Parish Councillors may attend the induction.

**8. Royal Mail delivery service** – to consider if improvement has been seen and agree any comments to be sent to Royal Mail. It was agreed that improvements had been seen but Mr Shaw reported that he does not receive post on Tuesdays. The Clerk will contact Royal Mail about this.

**9. Noticeboards, repairs to bus shelter and repairs to bench opposite the Cricket Club and bench surrounding tree on The Green** – The One Stop shop has agreed to the erection on a noticeboard on the front of their building. It was agreed to accept Hill Holt Wood's quotes for the repairs to the bus shelter at The Green (subject to confirmation that the work will repair the shelter for at least one year), new noticeboard at the bus shelter, new bench opposite the Cricket Club, replacement of the hexagonal bench at The Green and the purchase of the notice board for the One Stop shop. Proposed by Mrs Scott, seconded by Mr Ozbourne and approved unanimously.

**10. North Collingham number 13 Footpath Diversion Order** – this is retrospective and it was felt that it was not necessary to make any comments.

**11. Proposal to enter the Best Kept Village competition** – it was agreed the competition would be entered and this will be an agenda item at the May Planning meeting. The organisers are looking for community involvement. In particular street signs need to be cleaned and a good map of the village found.

**12. Electoral Review of Newark and Sherwood** – it was agreed that the Parish Council does not want to see fewer District Councillors, particularly in rural areas and these comments would be submitted to N&SDC. Proposed by Mrs Scott, seconded by Mrs Wright and agreed unanimously.

**13. Request from National Association of Local Council (NALC)** – to agree letter to be sent to Eric Pickles, Secretary of State for Communities and Local Government and Patrick Mercer MP about the Government's response to its consultation on the localisation of Council Tax support and its implications for Parish Councils. Proposed by Mrs Scott, seconded by Mr Ozbourne and approved unanimously.

**14. Renewal of C contract for Youth Club** – It was agreed to renew the contact, proposed by Mrs Wright, seconded by Mr Ozbourne and unanimously agreed.

**15. Emergency Committee Terms of Reference** – to agree updated Terms of Reference were accepted, proposed by Mr Allen, seconded by Mrs Wright and agreed unanimously. Fact finding may be done by individuals but decision making will be made by the Committee as a whole.

**16. Volunteer Policies and Risk Assessments** – the policies and risk assessments were approved and it was agreed to review these again in February next year. The purchase of a strimmer for use around road signs was also agreed. Proposed by Mrs Scott, seconded by Mr Allen and agreed unanimously. Mr Allen will produce a risk assessment for the use of the strimmer.

**17. Parish Clerk** – to review the pay and performance of the Clerk at the end of probationary employment. The Clerk left the meeting whilst this matter was discussed. Everyone present wished it to be recorded that Mrs Guest's work had been of the highest standard and noted her enthusiasm and efficiency in the role of Parish Clerk. Mr Allen proposed that Mrs Guest's employment now be permanent, with effect from 15 September, 2012, with an upgrade of pay to the next level on the NALC scale. This was seconded by Mrs Wright and unanimously approved.

**18. Councillor's Reports and items for future agendas**

Mr Evans queried the Asset Register. He felt that depreciation should be taken into account and the original purchase price used instead of a replacement value. The Asset Register will be forward to the Internal Auditor for his comments.

Mr Evans reported that the footpath from Woodhill Road is much improved following the recent work.

Mr Allen reported that the Trent Valley Internal Drainage Board had been active in the parish this week and that water levels in the dykes had dropped.

Mrs Scott reported that she and the Clerk had attended a funding surgery with lots of new information given and to go through. Mr Allen asked if funding could be found for residents at risk of flooding to use to protect their properties, this will be looked into. Adam Boucher from Severn Trent Water has been in touch and will be sending a power point presentation to the Clerk to circulate. In the meantime, he is researching Collin ham's problems, if any, to be fully informed.

Mrs Scott will liaise with Mrs Parkin about the forthcoming Planning Committee meeting at which Lime Tree Farm, Lunn Lane will be discussed. Mr Shaw advised that there will be a site visit to Lime Tree Farm.

Mrs Scott will speak to the residents of Brough to ascertain if they would like village signs. Responsibility for the cutting of grass verges in Brough is also being looked into.

The Day Centre volunteer information morning was attended by only 6 people, the weather was not good that day. The possibility of grants is now being looked into.

The meeting closed at 8.54pm

2 members of the public present

No members of the press present.

N&SDC is the abbreviation for Newark & Sherwood District Council

Notts CC is the abbreviation for Nottinghamshire County Council