

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7:15pm on 25 March 2021 by video conference during Corona Virus National Emergency

Present: Councillors: C Allen, J Barrie, J Davies, M Davies, R Fabian, A Haberton, R Hatton,
M Lloyd, T Musson (Chair), D Mackenzie

District and County Councillor Dobson (Part)
District Councillor Dales

Clerk: C Ballantyne

Assistant Clerk: Sarah Markall

In Attendance: 4 members of the public in attendance (part)

Action by:

37 Declaration of intent to record, film or photograph the meeting by members, members of the public or the press
None

38 Public Forum

Residents concerns were raised about the poor parking behaviours around the Community Park on Swinderby Road and the lack of social distancing being observed by users.

The Parish Council are continuing to liaise with the local police, with the hope that it might be possible to have a more visible presence, whilst there are no other activities open and available for children, other than school during the week. The Parish Council will provide some more signs on the gates, to remind drivers to park considerately and speak to the Fire Service to see if they have something to put along the PC sign

**Assist
Clerk**

39 To receive apologies for absence

No apologies were received, all Councillors were in attendance

40 To receive any declarations of interest

Cllr Lloyd declared an interest in Agenda Item 44c, planning appeal for Orchard Stables

41 To receive and approve the Minutes: of the Parish Council Meeting of 25 February 2021, previously circulated to members. These were agreed unanimously, as a true record and will be signed by the Chair.

Chair

42 To receive reports from County and District Councillors

County & District Councillor Mrs Dobson

Carlton Ferry Lane, Highway Engineers have been today to have a look and will be coming back next week to undertake sampling. There are utilities to be taken into account also. Work will be undertaken as soon as is practicable. Westfield Lane will be resurfaced once Carlton Ferry Lane has been constructed

Cllr Dobson left the meeting

District Councillor Mrs Dales

Working with the Parish Council to encourage a Police presence at the Community Park and liaising with the residents

Liaising with the IDB about overdue maintenance of the dykes, particularly on Swinderby Road (Scaffold Drain)

43 Finance

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

Receipts

Burial Ground	Cemetery Fees	£1,360.00
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Noted

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

Expenditure **VAT** **Total**

None			
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Noted

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

Expenditure **VAT** **Total**

AEB Landscapes	Park - Inspections	£150.00	NIL	£150.00
NSDC	Trade Waste - Community Park	£372.32	NIL	£372.32
British Bins	New bins/liners/Litter collection	£29.50	£5.90	£35.40
J D Warrington	Building Maintenance	£265.00	£53.00	£318.00
Oakdale Landscaping	Capital Expenditure – Wildflower Meadow Creation	£1,644.45	£328.89	£1,973.34

All payments approved unanimously

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

e) **To review CCLA Public Sector deposit Fund**, resolved unanimously to retain the existing fund, the CCLA have taken a very prudent approach

f) **To review Trade Waste Contract for 2021/22**, resolved unanimously to retain the existing bin size and emptying cycle at the Community Park. Newark & Sherwood District Council are now offering all communities assistance with the disposal of litter pickings as a result in the explosion of this waste along with fly tipping in the district. Collingham already has this arrangement in place and this will continue under the current arrangements **Clerk**

g) **To review Parish Council telephone arrangements** – Resolved unanimously to obtain a digital phone system. A new number to be obtained and the system set up to provide out of hours answer machine service and divert between staff **Assist Clerk**

h) **To consider NALC Training – Conduct Issues and Employee Relations, a HR perspective**, resolved unanimously a member of the staffing panel would attend **Clerk**

44 Planning

a) Applications for consideration

21/00268/HOUSE	Hickman Grove (16)	Proposed remodelling of attic and inserting dormer windows and replacement of garage roof and inserting a dormer window (Amended) – SUPPORTED unanimously, with comments that the Velux windows are sufficiently high so as not to be able to look out of them and into the neighbours garden
21/00270/FUL	Station Road, Collingham Football Club	Extension to rear of clubhouse to create new education room – SUPPORTED unanimously
21/00422/FUL	Woodhill Road (57), Four Hedges	Erection of a self-contained annex and associated external works – NOT SUPPORTED unanimously Insufficient parking for 2 properties, this is a Non-Designated Heritage Asset, this would not be a positive feature in such close proximity Design and visual impact Access traffic Cumulative impact
21/00456/HOUSE	Hickman Grove (2)	Re-modelling of attic to form additional living space including insertion of gable windows to east and west elevation and roof light to north elevation – SUPPORTED unanimously
21/00501/FUL	Station Road, Land Adjoining Braemar Farm	Erection of 8no. new dwellings and associated garages – NOT SUPPORTED unanimously Housing allocations over, no additional housing need either to be commercial or allotments/green space. Design and visual impact Ecology/Landscape
21/00537/HOUSE	South Scarle Road (2)	Proposed single storey extension to front of existing house – NOT SUPPORTED unanimously Design and visual impact
PL/0012/21 & 21/00680/NPA	Villa Farm, Folly Lane, Norton Disney	To construct an animal by-products processing facility to include two processing buildings for category 1 (and category 2) and category 3 material, associated ducting, ancillary boiler houses, covered filtration beds with flues, 25m high composite stack, water treatment plant, internal roadways, employee welfare

		buildings, stores, weighbridge, weighbridge kiosk, trailer park, visitor and staff car park, attenuation lagoons, clean water pond, landscaping, new vehicular access to folly lane, upgraded second access, 2.4m paladin fencing, change of use and alterations to the two existing dwellings to form ancillary offices and demolition of all other existing buildings – NOT SUPPORTED unanimously Same comments as previously with the addition of the lower chimney stack will make the odour worse for the Parish
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b) **Applications Determined**

20/02094/FUL	High Street (124), Billericay Land Adjoining	Refused
21/00305/TWCA	High Street (27)	No objections
21/00346/TWCA	South End (16)	No objections

Noted

c) **Appeals lodged**

20/00550/FUL	Cottage Lane, Orchard Stables	Change of use of land to site up to six wigwam pods, one managers office with storage, biodisc tank, landscape bund and associated infrastructure
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No additional comments required

d) **Newark & Sherwood District Council Draft Local Validation Checklist consultation**, no comments needed

e) **Nottinghamshire Minerals Local Plan Examination – Receipt of Inspector’s Report**, noted

f) **Proposed Base Station Installation at CTIL_30449700_TF_95989, Station Road.** The proposed location on Station Road, on the grass verge between the level crossing and the Station car park entrance is very obtrusive due to the size and position. This would not appear to be an appropriate setting for such an installation

Assist Clerk

g) **Newark & Sherwood District Council Housing Needs Survey Report**, resolved that a housing officer be invited to explain what this means for Collingham and attend a future meeting

Linda Dales

45 To consider declaring a Climate Emergency, resident of Collingham who works for Midlands energy hub, spoke about the carbon footprint calculator. The Parish Council green group would like to look at this in more detail and see what can be done in the Parish to reduce the carbon footprint where possible. Resolved by majority to defer this to a future meeting, in order to find the right title for this resolution

Green Vision Group

- 46 To consider change of use/redevelopment of Pitomy Farm Play Area,**Cllr resolved unanimously that a sensory garden would be progressed over time withFabian seating to be installed immediately **& Clerk**
- 47 To consider arrangements for the Annual Meeting of Parishioners (8 April 2021),** resolved unanimously that due to the pandemic this meeting would be cancelled this year
- 48 Fleet Article for May –** Cllrs J Davies and M Davies to write, topics were suggested
- 49 Correspondence**
- a) NCC determined school admission arrangements 2022-2023, noted
- b) NALC launches Star Council Awards 2021, resolved unanimously that anFabian application be submitted for the Clerk award **and Haberton**
- c) Changes to the Highway Code: give us your views, resolved unanimously thatAssist individuals should respond and this would be posted to social media **Clerk**
- d) Enquiry about the parish’s policy on protection of wildflowers and the related policies of verge maintenance, resolved unanimously that the enquiry be referred to NCC **Clerk**
- e) Letter of response from Royal Mail with regard to post boxes, noted with disappointment, continue to pursue the relocation of the box on The Green **Clerk**
- 50 Parish Clerks Report** **Agenda Item**
- Request for improvements/alterations to the High Street.
 - Holding letter sent advising the Parish Council is awaiting an official response from NCC Highways **19/130f**
 - Y&CC work to resolve damp, instruction given to contractor and has been completed **20/172e**
 - Reshaping Health Services in Nottinghamshire – to be brought forward - still awaiting further information **8a**
 - Dog waste Contract for 2021/22 completed and returned to NSDC **27e**
 - Budget Virements made **27f**
 - External Decoration Contract. Formal Contract sent to Jerry Williams **29**
 - Newark & Sherwood District Council Public Space Protection Orders Review – Additional site requested at Pitomy Farm as done previously (**17/167f**), no other changes necessary **32a**

Other items

- All planning consultations responded to
- Tree/hedge issues being raised with householder/landowner to discuss resolution
- Gigabit Broadband Voucher Scheme is being progressed, awaiting information from BT
- Flood wardens training has been undertaken

Reports to NCC

FS312030356	Pothole	Northcroft Lane - poor repairs to TVT
FS318577365	Speed limit Signs	Westfield Lane

Reports to NSDC

ESB 1469130	Fly tipping	Brough Lane (Stapleford Woods)
ESB 2736009	Fly tipping	Potterhill Road
ESB 3820723	Fly tipping	Northcroft Lane

Fly tipping statistics:

- April 2019 to March 2020 – 1394 reported fly tips removed by NSDC
- April 2020 to 17th March 2021 – 1750 reported fly tips removed by NSDC

Assistant Clerks Report

- Response to request for Bread and Cheese van at Village Centre sent **30**
- Letter sent to Newark & Sherwood District Council and MP with regard to an extension to the current remote meeting legislation being extended **34**

Other Items:

Attendance of training sessions with the Environment Agency regarding flood watch, social media and communications and funding and grants.

Paper for climate emergency and phone written. Social media engagement has been maintained. First of five sections of ILCA completed.

Assistant Clerk and Councillor M Davies

16e – Information for Neighbourhood Planning Process being progressed. A draft script has been circulated to all Councillors for comments and some additional suggestions have been made. Hoping to find someone within the parish who will be able to add some aerial footage to this.

Councillor T Musson

20/18h – Dog poo bag holders

To be woven from Willow. Positions have been identified for these to be erected on existing street furniture.

25 – Minutes signed

Councillor Fabian

Working with CVC on refurbishment of their benches

Working on Station Adoption plans and possible community garden

Working on preparations for Best Kept Village

20/177 – Interpretation Plaque at the Pinfold, Woodhill Road, being progressed

Clerk and Councillor Fabian

Attended briefing with Newark & Sherwood District Council on the developing Open Space Strategy. There is a piece of work to be done to review the data collection undertaken by Newark & Sherwood District Council

The meeting closed at 21:30pm