

**MINUTES OF THE COLLINGHAM PARISH COUNCIL FULL COUNCIL MEETING
HELD ON 26 SEPTEMBER 2013 AT THE YOUTH AND COMMUNITY CENTRE, LOW
STREET, COLLINGHAM**

In the public forum, a resident queried the payments made to Mr Duffy and stated that previous payments had not been made consistently and a decision about payment had never been made.

Another resident spoke in support of the 30mph speed limit petition. He also asked about the cost of the planned improvements to the Community Park. Mrs Scott explained that grants are to be applied for. He queried the establishment of a Charitable Trust to hold property owned by the Parish Council. Mrs Scott stated that this was being looked into to protect the Council's property and to save money and this matter will be discussed in depth later in the meeting. The resident asked if the Trustees would be Parish Councillors, this is likely to be the case initially.

Another resident asked who would be policing the new station car park. Mrs Scott advised that Network Rail would be providing floodlights and CCTV. East Midlands Trains is likely to service and maintain the car park. The same resident asked the Parish Council to remember that the Braemar Farm site is outside of the village envelope and asked that the Council fight against a proposed development there. The same resident, commenting on Charitable Trusts stated that trustees usually lose control of Trusts.

1. Apologies for absence M Parkin (accident)

Present	C Allen S Dove	M Dowell	D Evans	C Moody
	G Norcott	T Ozbourne	R Scott (Chair)	V Wright
	NCC M Dobson	NSDC M Shaw	J Guest, Clerk	

2. Declarations of Interest:

- (a) To declare any personal interests in items on the agenda and their nature
- (b) To declare any prejudicial interests in items on the agenda and their nature

Mr Dowell declared an interest in item 6 on the agenda

Mrs Scott declared an interest in item 14 on the agenda

Mr Evans queried whether Mrs Scott had shown bias in respect of item 6 of the agenda, after discussion it was agreed that she had not.

3. Minutes: the minutes of the meeting of 25 July 2013 were approved. Proposed by Mr Ozbourne, seconded by Mrs Wright and agreed unanimously.

4. Progress reports: (for information)

(i) Police response times and coverage – difficulties in calling non-emergency number 101 were discussed. NCC M Dobson will take this matter to the next Local Area Group meeting with Nottinghamshire Police.

(ii) Local Improvement Scheme Grants – the applications made this year were discussed and NCC M Dobson confirmed that she had submitted them. The grants were for: additional seating at the Village Centre; repairs to South Collingham footpath 1 to make safe pedestrian access from Collingham to the RSPB reserve at Langford Lowfields; benches for the Community Park; noticeboard outside the Jubilee Room and a village sign for Brough.

(iii) Petition to extend 30mph limits at all entrances and exits to the village – the deadline for signing the petition has been extended to mid-October. Several letters of support have now been received.

5. Income and Expenditure

D Lyne	Community Park Inspection 29 July	£40.00	£8.00	£48.00
Collingham Youth and Community Association	Room hire for meetings from April 11 to July 9	£127.50	£0.00	£127.50
AEB Landscapes and Equestrian Services	Community Park inspections and repairs July 2013	£220.01	£0.00	£220.01
J Guest	Clerks expenses	£175.48	£2.75	£178.23
Fletchers Surveyors *	Survey of 71 High Street	£500.00	£100.00	£600.00
Oliver Fabian	Decorating at the Youth and Community Centre	£938.09 #	£0.00	£938.09
AEB Landscapes and Equestrian	Park inspections for August	£120.00	£0.00	£120.00
Society of Local Council Clerks	Annual Subscription	£127.00	£0.00	£127.00
Richard Gomm	Work to doors at the Youth and Community Centre	£242.75 #	£0.00	£242.75

* This payment was agreed at the meeting of 11 July 2013, item 9 on the relevant agenda and minutes. Payment was made on 1 August 2013.

This payment will be refunded by the Derbyshire Environmental Trust

All payments were approved unanimously with the exception of the invoice to Fletchers Surveyors, which was agreed by a majority, with three against.

Mr Dowell left the meeting.

6. To consider payment of an invoice for £600 submitted by Mr M Dowell on behalf of Mr L Duffy and future payments to the same payee – the Clerk had previously circulated a report showing payments since 2002 but there was no evidence of an audit trail to a decision made by previous Parish Councils to pay Mr Duffy. Mr Evans referred to copies of paperwork he had been given, but again no audit trail could be established. Mr Evans stated he considered that the advice of the Internal Auditor was not correct and Power of Attorney was not required. Mrs Wright wished to make it clear that the Parish Council was bound by the Accounting and Audit Regulations and accounts had to be prepared in accordance with proper practices, as set out in Governance and Accountability 2010, which included the appointment of an Internal Auditor. Mrs Wright proposed that no further money be paid to Mr Dowell on behalf of Mr Duffy. This was seconded by Mrs Moody and agreed by a majority with one abstention.

Mr Dowell re-joined the meeting.

7. Correspondence

Email from Men in Sheds groups requesting funding for a disabled toilet at the Shed premises. It was felt that at the present time the Parish Council does not have sufficient funds to donate to this project. However, a substantial percentage of the cost has now been raised from other sources with the help of NCC M Dobson and Mrs Scott.

Letter from Newark Community First Aid offering free basic life support courses – this will be discussed further at the next Emergency Committee meeting.

Email from resident concerned about the boundary walls of two properties on Low Street – this matter has been referred to NCC Highways Department and a reply is awaited.

Letter from NSDC about the Parish Conference on Monday 7 October 2013 – a reminder about this event was given, those wishing to attend to advise the Clerk.

Letter from NALC advising that their AGM will be held on Wednesday 13 November – a reminder of this event was given with a request to let the Clerk know if attending.

Letter from E-on asking whether the Parish Council would like a smart meter fitted free of charge at the Jubilee Room to avoid future estimated bills – it was agreed that this would be arranged.

Letter from NCC regarding footpaths 13 and 37 – the slight diversion was noted.

Email from NCC regarding their winter service – it was agreed to accept the offer of 5 free 25kg bags of grit. Further arrangements will be discussed at the next Full Council meeting.

Email from resident regarding problems at the Cross Site – NSDC M Shaw will take this matter to the next Safer Neighbourhood Group and Local Area Group meetings. A reply is awaited from the Police about the issues including litter, damage to benches and the Cross and urinating in bushes.

Email regarding Special Quarry Liaison Meeting – a reminder about the meeting was given; Mr Evans and Mr Allen will attend.

Email from Campaign to Protect Rural England regarding the Valerie Gillespie Cup – details have been circulated to all groups within the village. To be discussed further at the next Full Council meeting.

Email from NCC Better Broadband for Nottinghamshire project – the contents were noted along with the expectation of a further update in January 2014.

Invitation to Rural Communities Action Nottinghamshire's AGM on 31 October – those wishing to attend should advise the Clerk.

Email from resident regarding the siting of travellers sites within the district – Mr Evans advised that Collingham is not a proposed sight and this matter will be discussed later on the agenda.

Correspondence regarding traffic within the village

Email from resident regarding speeding traffic on Cottage Lane – it was decided a request would be sent to all residents of Cottage Lane asking them to adhere to the speed limit.

Collingham Tennis Club will also be asked to remind their members.

Email from resident regarding the speed limit petition and South Scarle Road and traffic concerns in that area – Mrs Scott apologised for the oversight in omitting South Scarle Road from the petition and confirmed that it is included. Signage issues will be referred to NCC Highways Department.

Letter from resident who does not support the petition to extend the 30mph speed limits to the village the contents were noted and the resident will be thanked for sharing his views.

Letter from a resident concerning traffic and cycling within Collingham – Sustrans will be contacted to find out what future plans they have for Collingham.

Email from resident regarding HGV lorries from Besthorpe Quarry travelling through Collingham – NSDC M Shaw attended a meeting at the Quarry last week. He confirmed that there is a section 106 agreement in place which prohibits quarry lorries from travelling through Collingham. One driver has now been banned from the Quarry. Lafarge Tarmac is taking the matter seriously.

8. Community Park – the consultation at Collingham Show was a great success with an estimated 200 votes cast. A further consultation will take place for those residents unable to attend the show. The signing of the Fields in Trust deed was agreed unanimously.

9. Charitable Trust – Mrs Scott spoke about the possibility of forming of a new Charitable Trust to hold land and property owned by the Parish Council. Further research needs to be made with the Parish Council's approval. Proposed by Mr Ozbourne and seconded by Mrs Wright and agreed with one abstention. Mrs Scott will also obtain an estimate for the legal costs involved.

10. Parish Field – an email received from a resident requesting that the name of the field be changed to Ginger's Field was discussed. Mrs Scott proposed that the name be 'Ginger's Field and the Parish Field'. Seconded by Mrs Moody and agreed with one against and one abstention.

11. Clerk's Salary – following a 1% pay increase agreed on 1 April 2013 between NALC and the Society of Local Councils Clerks it was proposed by Mr Ozbourne, seconded by Mrs Wright, that the Clerk's wages be increased from £8.545 per hour to £8.630 per hour, backdated to 1 April 2013, this was agreed unanimously. (The Parish Clerk works 18 hours per week).

12. Municipal General Charity – it was agreed that Mrs Parkin would be proposed as a new Trustee for the charity. Proposed by Mrs Scott, seconded by Mrs Wright and agreed unanimously.

13. RailFARE! – This campaign has been launched by Newark Business Club to transform the train service between Nottingham, Newark and Lincoln. It was agreed that the Parish Council supports this initiative, proposed by Mrs Wright, seconded by Mrs Moody and approved unanimously.

Mrs Scott left the meeting.

14. 71 High Street – to agree whether to formally make an offer to buy the property and what that offer and the process to make it should be. Mrs Wright began by saying if the proposed sale of land to the Co-op does not go ahead the Parish Council will not be purchasing 71 High Street. The Clerk read an email from Peter Banks at Banks Long and Co regarding the reduced price the Co-op will accept if the Parish Council bought the property in its present condition. After a long discussion it was agreed to offer £62500 for 71 High Street, proposed by Mrs Wright, seconded by Mrs Moody and agreed by a majority with three against. Further discussions took place with Mr Dove suggesting that research is needed into the different types of property that could be purchased and the implications for the Parish Council. The Clerk will look into this and contact the NALC for advice.

Mrs Wright proposed the suspension of Standing Order 29 to allow the meeting to continue. This was agreed unanimously.

15. Public Consultation on the Gypsy and Traveller Development Plan Document Issues Paper and the Draft Develop Contributions and Planning Obligations Supplementary Planning Document – to be discussed at the Planning Meeting on 4 October. Mr Evans advised that the proposed sites are Fernwood, Balderton and Newark urban.

16. Councillor's Reports and items for future agendas

Mrs Moody reminded the Council about the Antiques Evening taking place on 2 October which is a fundraiser for the Youth and Community Centre.

Mr Ozbourne advised that the broken gully on Vicarage Close has not been repaired and another is now blocked. The Clerk will investigate.

Mr Dowell has spoken to the Village Fish Bar who are interested in sponsoring a junior football team at Collingham Football Club, he had passed this information on to the Football Club.

Mr Allen told the meeting about the increase in cement lorries traveling on Low Street since the building of a new housing development had begun. The Clerk would find out further information about this.

Mrs Wright has visited the new Care Home at Fernwood and will put details in the circulation file. The entrance to the garages near to the school on Windsor Close has still not been repaired; the Clerk will look into this.

Mrs Scott advised that the footpath between Queen Street and Vicarage Close is cut once a year by NCC, once by a resident living close by and all other cuts are done, as necessary, by a resident of Vicarage Close.

Following calls from a resident Mrs Scott queried why the Parish Council is not a consultee for work to trees. NSDC will be contacted for the answer.

Mrs Scott has reported problems with a tree on the footpath behind Rio Drive and the bridge on the footpath behind Pitomy Farm.

Mrs Scott advised that Canal and River Trust is suggesting a meeting to discuss the clapper gates on the banks of the Trent which need repair.

South Scarle Parish Meeting has asked to borrow Speedwatch equipment.

Mr Dove queried the comment made by Mr Evans on a recent planning application relating to Pitomy Farm and was told it was a jocular remark.

The meeting closed at 9.45pm

5 members of the public present

0 Members of the press present

NCC/Notts CC are the abbreviations for Nottinghamshire County Council

NSDC is the abbreviation for Newark & Sherwood District Council

NALC is the abbreviation for National Association of Local Councils