

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7:15pm on 25 February 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: 2 members of the public in attendance (part)

Action by:

- 21 Declaration of intent to record, film or photograph the meeting by members, members of the public or the press**
None
- 22 Public Forum**
The Architect involved with planning application 20/02094/FUL showed images of the possible impact of the new proposed dwelling on the open space and then left the meeting
- 23 To receive apologies for absence**
No apologies were received, all Councillors were in attendance
- 24 To receive any declarations of interest**
None
- 25 To receive and approve the Minutes:** of the Parish Council Meeting of 28 January 2021, previously circulated to members. These were agreed unanimously, as a true record and will be signed by the Chair. **Chair**
- Councillor Mrs Dobson joined the meeting
- 26 To receive reports from County and District Councillors**
County & District Councillor Mrs Dobson
Crushed stone going down Northcroft Lane to give resident access, pumping out is taking place in order to repair the road. Arrangements have been made for the collection of the bins. All parties are working together to ensure that a new road is constructed as repair is not possible and a permanent solution needs to be found.
The Post Box removed at The Green was due to it being unsafe, this is to be replaced with a new box nearby.
- District Councillor Mrs Dales**
Nothing to report
- 27 Finance**

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

Receipts

HMRC	VAT Refund	£577.71
------	------------	---------

Noted

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

Expenditure

VAT

Total

SLCC	Training – ILCA Course (Cllr Musson)	£99.00	£19.80	£118.80
------	--------------------------------------	--------	--------	---------

Payments approved unanimously

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
AEB Landscapes	Grass cutting/ground maintenance	£52.75	NIL	£52.75
Peter Byham	Building Maintenance	£70.00	NIL	£70.00
Rob Townsend	Advent Lights - Electrical Work	£200.00	£40.00	£240.00
NSDC	Trade Waste - Dog Poo Bins	£520.00	£104.00	£624.00
Belina Boyer	Audit Fees	£62.50	NIL	£62.50
Notts ALC	Subscription - NALC	£527.34	NIL	£527.34
SLCC	Subscription - SLCC	£155.40	NIL	£155.40

All payments approved unanimously

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

e) **To review dog waste Contract for 2021/22**, resolved unanimously that all bins **Clerk** are retained on the fortnightly collection cycle

f) **Budget Monitoring and virements**, resolved unanimously that all changes **Clerk** should be made.

g) **To consider interim audit report and actions arising** – Resolved unanimously that there are no items requiring action at this time

28 Planning

a) **Applications for consideration**

20/02094/FUL	High Street (124), Billericay Land Adjoining	Proposed new single detached dwelling – NOT SUPPORTED unanimously. As previous comments
20/02366/FULM	Braemar Farm, Land Adjoining	Office and workshops, a cafe/deli, a community workshop, and a gym and therapy centre, with associated car parking - SUPPORTED unanimously
20/02435/LBC	High Street (19), The Thatched Cottage	Repair lean to front porch; Remove/reclaim existing porch roof tiles, remove and replace 2no. defective vertical timber posts and surrounding brickwork, and new oak timber frame for roof – SUPPORTED unanimously

21/00264/FUL	Junction of Cross Lane and Swinderby Road	Erection of lockable seven-rail steel field gates across road with associated fencing – request more information order of works and access for landowner. Unable to make a decision as insufficient information
21/00265/S73	Land Between Swinderby Road and Cross Lane	Variation of condition 2 attached to planning permission 18/00810/FUL to allow installation of gates. Application Withdrawn
21/00268/HOUSE	Hickman Grove (16)	Proposed remodelling of attic and inserting dormer windows and replacement of garage roof and inserting a dormer window – NOT SUPPORTED – design and visual impact, roof line garage and window in garage, 2 dormers only as on adjacent properties
21/00303/HOUSE	Woodhill Road (7)	Single storey rear extension and alterations to front porch – SUPPORTED unanimously
21/00370/HOUSE	Braemer Road (63)	Proposed Single Storey Extension to Rear – SUPPORTED unanimously

Member of Public left the meeting

b) **Applications Determined**

20/01481/FUL	Healey Close, Land At	Grant
20/02261/S73	Low Street, Grey Horse Inn Public House	Grant
20/02348/HOUSE	Low Street (171)	Grant
20/02381/HOUSE	Swinderby Road (16)	Grant
20/02447/HOUSE	Church Street (21), The Glebe	Grant
21/00002/TWCA	Vicarage Close (1)	No Objections
21/00120/TWCA	Cottage Lane, Vine Cottage	No Objections
20/0550/CCC (PL/0033/20)	Jerusalem Farm, Jerusalem Road, Skellingthorpe	Grant

Noted

- c) Ministry for Housing, Communities and Local Government (MHCLG) consultation **PC2-21 - MODEL DESIGN CODE**, noted

Councillor Maureen Dobson left the meeting

- 29 To consider tenders for external decoration to 71 High Street.** Resolved unanimously that the tender would be awarded to Chris and Jerry Williams for the work to be undertaken. Also resolved that the front door of the Jubilee Room, should be added to the contract if agreeable with the contractor. **Clerk**
- 30 To consider request for mobile cheese and bread trader to use the Village Centre,** resolved unanimously that this was not appropriate in this location. **Clerk**
- 31 Fleet Article for March –** Cllrs Fabian and Lloyd to write, several topics were

suggested

32 Correspondence

- a) **Newark & Sherwood District Council – Public Space Protection Orders Review 2021**, resolved unanimously Pitomy Farm needs to be added and the area wide orders are OK

Clerk

33 Parish Clerks Report

Agenda Item

- | | |
|---|----------------------|
| Public Space Protection Orders for Pitomy Farm Play area – NSDC have the order for Pitomy Farm to be progressed when the relevant committee next meets to discuss such items. | 17/167f |
| 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 |
| Wildflower turf for the Pinfold has been ordered and will be installed shortly | 20/136a |
| Y&CC work to resolve damp, instruction given to contractor and has been followed up | 20/172e |
| Annual Park Inspections – Items for attention have been raised with the Park Inspector | 20/175 |
| Adopted Risk Register and Action Plan posted to the website | 20/176a&b |
| Reshaping Health Services in Nottinghamshire – to be brought forward - still awaiting further information | 8a |
| Councillors Haberton and Lloyd booked on the Introduction to Planning Training | 15e |
| Clerk and Assistant Clerk booked onto the SLCC Cyber Awareness E-Learning Course | 15f |
| Community Rail Network membership renewed | 15g |
| Budget Virements made | 15h |
| Newark & Sherwood District Council advised that there were no additional comments on the Draft Residential Cycle and Car Parking Standards and Design Guide Supplementary Planning Document | 16d |
| Grounds Maintenance Contract. Formal contract sent to AEB Landscapes. All unsuccessful tenderers have been advised | 17 |
| Citizens Advice advised of the funding decision | 19a |

Other items

- All planning consultations responded to
- Tree/hedge issues being raised with householder/landowner to discuss resolution
- Whitemoor Lane post box, a hard standing has been provided by NCC Highways
- Gigabit Broadband Voucher Scheme is being progressed, awaiting information from BT
- Flood wardens training has been arranged
- Working with Village Care to ensure relevant cohorts have received the

information about vaccinations as some letters appear to have gone astray in the post

- Speed Watch posters design by local children have been erected

Reports to NCC

FS304738484	Signs	Woodhill Road - Road work signs which have been left after the work has been completed
FS308297561	Footway	Fosse Road, Brough – siding up requested
FS309309630	Street Lighting	The Rookery - LC4 flashing
FS309458564	Trees/Hedges	Vicarage Close - Highway Trees

Reports to NSDC

ESB1433202	Litterbin	Fosse Road, Brough – New bin requested and erected
ESB1433228	Litterbin	Station Road, Collingham – New bin requested and erected

Assistant Clerks Report

- Letter to Severn Trent about the poor reporting system has been sent **19b**
- Letter to Royal Mail with regard to the Post box issues has been posted.

N.B. The removal of the Post Box at The Green has been done by the Householder in consultation with Newark & Sherwood District Council. The Parish Council is now included in the discussions with Royal Mail on the possible new location. **19d**

Other Items:

Speedwatch rota to increase activities is being developed for the Spring
Flood wardens have all been contacted – training from the Environment Agency has been arranged

Majority of Parish Council Assets, e.g. street furniture plotted on Mapping software

Social media engagement has been maintained including scheduling of road works information at relevant time periods.

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.

13 – Minutes signed

Councillor Fabian

Working with CVC on refurbishment of their benches

Working on Station Adoption plans and possible community garden

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

- 34 To consider possible arrangements for face-to-face meetings after 7th May at the end of the current legislation on the ability to hold remote meetings**

Resolved unanimously to write to MP and Newark & Sherwood District Council to lobby that the temporary restrictions are extended

Clerk

- 35 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, resolved unanimously.**

Cllr Linda Dales and the Assistant Clerk left the meeting

- 36 To consider confirming Assistant Clerks position following 6-month review and probationary period**

Resolved unanimously that the Assistant Clerks position be made permanent

The meeting closed at 20:45pm

Abbreviations:

NCC – Nottinghamshire County Council/Councillor

NSDC – Newark & Sherwood District Council/Councillor

LCS – Lincolnshire Cooperative Society

EMR – East Midlands Railway

PRoW – Public Right of Way

Y&CC – Youth & Community Centre

CDHS – Collingham & District History Society

PPG – Patient Participation Group

CVC – Collingham & District Village Care