

# COLLINGHAM *Parish Council*

## MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7:15pm on 25 November 2021 at the Youth & Community Centre, Low Street, Collingham

Present: Councillors: C Allen, J Barrie, J Davies, M Davies, R Fabian (Chair), A Haberton and D Mackenzie

Clerk: C Ballantyne

Assistant Clerk: Sarah Markall (via zoom)

In Attendance: No members of the public

**Action by:**

- 168 Declaration of intent to record, film or photograph the meeting by members, members of the public or the press**  
None
- 169 Public Forum**  
No members of the public present
- 170 To receive apologies for absence**  
Apologies were received from Councillors Lloyd and Musson, resolved unanimously to accept the reasons for absence  
Cllr Hatton was not in attendance and no reasons for absence were received  
Apologies were received from District Councillor Dales and were noted  
Apologies were received from County and District Councillor Dobson and were noted
- 171 To receive any declarations of interest**  
Cllrs J&M Davies declared an interest in Agenda Item 175a with regard to application 21/02278/HOUSE
- 172 To receive and approve the Minutes:** of the Parish Council Meeting of 28 October 2021, previously circulated to members. These were agreed unanimously by those who had been in attendance as a true record and were signed by the Chair.
- 173 To receive reports from County and District Councillors**  
**County & District Councillor Mrs Dobson**  
Nothing to report.  
  
**District Councillor Mrs Dales**  
Nothing to report
- 174 Finance**
- a) **To Formally Note Items of Receipt for the Month:**  
**Receipts**
- |               |               |         |
|---------------|---------------|---------|
| E Gill & Sons | Cemetery Fees | £920.00 |
|---------------|---------------|---------|
- Noted

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

Expenditure			VAT	Total
ES Solutions	Capital Expenditure - Signs	£892.00	£178.40	£1,070.40
Payne & Gamage	Legal Fees	£484.63	NIL	£484.63

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	£69.50	NIL	£69.50
Caron Ballantyne	Subscription – Microsoft Office	£49.99	£10.00	£59.99
Peter Byham	Building Maintenance	£34.00	NIL	£34.00

All payments approved unanimously

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

e) To consider quotation for removal of tree at Pitomy Farm, resolved unanimously **Clerks** that Taylors Trees would be awarded the contract

f) To consider request from Clerks to attend the SLCC Climate Change Summit, resolved unanimously that would benefit many of the current initiatives of the Council and both could attend **Clerks**

g) To consider request from Clerks to attend the SLCC Practitioners Conference, resolved unanimously that this was an informative event last year and attendance was supported **Clerks**

**175 Planning**

a) **Applications for consideration**

21/02182/FULM	Station Road, Braemar Farm	Residential development of 29 retirement bungalows with extra care (Use Class C2) with associated garages, parking and landscaping – NOT SUPPORTED unanimously. Material Considerations – design and visual impact, ecology/landscape, density
21/02278/HOUSE	Woodhill Road (51)	Proposed Extension & Alterations to existing dwelling – NOT SUPPORTED unanimously by those voting. Material Considerations – design and visual impact, Privacy/daylight/sunlight, planning history/related decisions
21/02365/HOUSE	South Scarle Road (4)	Single Storey front and rear extensions and pitched roof to existing single storey – SUPPORTED unanimously. Comment to be made regarding tie to existing dwelling

21/02403/HOUSE	Nursery Close (3)	Proposed single storey and lean-to extension to the rear. Window replacement on the first and second floor to the rear and new garage door at the front. – SUPPORTED unanimously
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**b) Applications for Newark & Sherwood Consideration**

21/02293/ELE	Newark Road, Langford Quarry	Removal of section of overhead wiring and installation of 2 No. terminal poles and stay wires.
21/02294/ELE	Lumbert Way, Besthorpe Quarry	Removal of section of overhead wiring and installation of terminal pole and stay wires.
21/02387/DISCON	Besthorpe Road (12)	Request for confirmation to discharge conditions 04 (sound), 05 (Odour) and 11 (flooding) attached to planning permission 18/01060/FUL Conversion of existing barns to micro brewery.

Noted

**c) Applications Determined**

21/00501/FUL	Station Road, Land Adjoining Braemar Farm	Grant
21/01504/HOUSE	Queen Street (8)	Grant
21/02080/HOUSE	White Hart Lane (2)	Grant
21/02144/TWCA	Low Street (18), The Little House	No objections
21/02153/TPO	Woodhill Road, Land at	Refuse Works
21/02205/TWCA	Low Street (5), Pine Lodge	No objections
21/02228/TWCA	The Green	No objections
21/02229/TWCA	Low Street, The Old Hall	No objections

Noted

**d) Planning Appeals**

20/02094/FUL	Land adjoining 124 High Street – resolved unanimously that the Parish Council had responded robustly to the original application and as such has no further comments to make
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- e) New Development - Phase 4 - Collingham Brook - 7 Plots – Street Naming Proposal, resolved unanimously that the proposal from the developer was unsuitable and Wood End would be suggested

**Clerks**

- f) Street Names for New Developments – forward plan covering a 3 year period Resolved unanimously that the following names be considered for the associated developments:  
 Station House (additional 4 properties for which permission has been granted) – The Sidings  
 Additional C2 dwellings on Collingham Brook – The Copse  
 Tector Site – Old School Place and Pinfold Edge  
 All other Road names which may be required would be looked at when the development is proposed

**Clerks**

**176 Correspondence**

- a) Policy Consultation Briefing - Environmental Permitting Regulations. **Chair & Clerk**
- b) FCC Communities Foundation, visit to Skate Park, resolved unanimously that Cllrs Allen, Fabian and Clerks would be available, if possible to meet the funder on site **Cllrs and Clerks**
- c) UK Heritage Pulse – a collaborative research project for the UK’s heritage sector, noted
- d) Community Risk Management Plan, resolved unanimously that this is a comprehensive plan and no additional comments are required **Clerks**

**177 Community Infrastructure Grants**

- a) Collingham Football Club, resolved unanimously that a grant would be awarded on this occasion. Comment to be made to the Club that future funding should be better planned and no future grant will be awarded for any future replacement of the MUGA lights **Clerks**

**178 Station Adoption**

- a) To consider further planters and improvements to the station, resolved unanimously that additional planters and improvements would be of benefit to the station. The Parish Council would fund this if no alternative sources of funding in the form of grants could be obtained

- 179 To consider suggestion for a Community Cafe – Resolved unanimously that a small working group would look into this further. Working Group to comprise Cllr Fabian, Haberton, Mackenzie and Clerks** **Working Group**

**180 Review of Policy and Procedures**

- a) Review the Risk Register, resolved unanimously that all updates should be accepted **Clerks**
- b) Review the Action Plan, resolved unanimously that all updates should be accepted **Clerks**

**181 Parish Clerks Report**

**Agenda Item**

- New Safety Matting for Community Park – Order placed and deposit paid, installation scheduled for after October ½ term
- holiday – this has now been delayed by a maintenance issue on the equipment, which needs to be repaired prior to the new surface being laid **123f**
- CIL expenditure is being progressed **140**
- Budget Monitoring and Virements made **161e**
- Premises license for Brook House Brewery – response sent, NSDC hearing arranged for 23rd November, Parish Council represented by Cllr Fabian. Decision has been made for the licence to be granted, with various conditions **162c**
- Nottinghamshire’s consultation on admission arrangements 2023-24, added to the website **163b**

- Invitation to Remembrance Day Service has been accepted – Cllr Haberton attended **163d**
- Invitation to Newark Air Museum has been accepted **163e**
- Request to switch off streetlights – response sent to resident **163f**
- CIL Grant – Football Club, additional information requested in line with policy **164b**
- Youth Provision for 2022/23, venue being sought for October to March, grants being sought, Extreme Wheels have it in their diary **165**

**Clerk Specific Items**

- All planning consultations responded to
- Gigabit Broadband Voucher Scheme for Brough is being progressed, awaiting information from BT.
- Request for replacement of 3 stiles, new gates have been installed by Gusto and several positive comments have been received about this change

**Assistant Clerk Specific Items**

Speedwatch rota – now on hold until the Spring  
Social media engagement has been maintained.

**Reports to NCC**

None		
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**Reports to NSDC**

None		
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**Assistant Clerk and Councillor M Davies**

**16e** –Neighbourhood Planning Video has been filmed and a first edit has been received

**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.

**Councillor Fabian**

Working with CVC on refurbishment of their benches. Bench at Moor Road installed. Next bench to be done has been identified as the Parish Council Bench in front of the notice board in the village centre

Working on Station Adoption plans and possible community garden

**20/177** – Interpretation Plaque at the Pinfold, Woodhill Road, has been delivered and is awaiting installation

**162g** – Nottinghamshire County Council Planning Application Validation Consultation, no comments required

**Clerks and Councillor Fabian**

**126** - Discussions with Inspire about CPL are continuing

Recruitment campaign is being progressed by Inspire

**164a** – Community Infrastructure Levy Grant – Trent Vale Trail/Besthorpe Reserve. Meeting with applicant has taken place and included a walk around

the Wildlife trust site and the Parish Field. Meeting to be arranged with the Wildlife Trust staff. Application is awaited.

***Clerk and Councillor Haberton***

**129a** – Land ownership records have been checked, action now with Clerk to speak to the solicitor for any missing documentation

***Councillor Allen***

**163g** – Commissioner Henry – Rural Crime Have Your Say Event, one or other to attend, this will also now be delivered virtually – unable to attend

***All Councillors***

**163a** – Jubilee Commemorative suggestions to be brought forward to future meetings as identified

***Councillor M Davies***

Municipal Trust update – there are currently some issues with the allotments in this Parish held by the trust. The Parish Council may wish to discuss this further.

The meeting closed at 9:00pm

**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**

**TVIDB – Trent Valley Internal Drainage Board**

**CPL – Community Partnership Library**