

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7.30 pm on 27 NOVEMBER 2014 in the YOUTH & COMMUNITY CENTRE, LOW STREET, COLLINGHAM

Public forum – Collingham Community Orchard attended to pay its rent for the year of one apple (a Bramley)

Mrs M Parkin was presented with her Food Safety Certificate by Mr C Allen

Present:

Mr C Allen	Mr S Dove	Mr M Dowell	Mrs C Moody
Mr T Musson	Mrs M Parkin	Mrs R Scott (Chair)	Mrs V Wright
Cllr Mr M Shaw NSDC	Cllr R Shillito NSDC	Cllr Mrs M Dobson NCC	Caron Ballantyne(Clerk)

1. **Apologies for absence:** apologies accepted from Mr T Ozbourne
2. **Declarations of interest:**
 - Mr C Allen declared a personal interest in Item 6
3. **Minutes:**
 - Minutes of the meeting of 23 October 2014 accepted as a true record. Proposed by Mr C Allen, seconded by Mrs V Wright and accepted unanimously by those present at the meeting.
4. **Progress reports (for information):**
 - a) Street Lights – A good number have been reported with only 2 currently outstanding
 - b) Trees/Hedges - Spoken to or written to as many landowners/tenants as is possible. All agreed that this is passed to Nottinghamshire Highways if no action has been taken by the next meeting
 - c) Sand Bags – The fire station have agreed to store the sandbags and the order has been placed with Nottinghamshire County Council
 - d) Dog in the Community Park – Letter was sent to the resident walking their dog through the park – he did apologise and stated that he had not seen any signs prohibiting this. Due to ill health he had been taking the shortest possible route but will soon be getting a scooter and will therefore no longer need to take this route
 - e) Newark Hospital Campaign – Following the public meeting on Monday, individuals to write letters on this matter. Names and contacts to be provided as to who these should be sent
 - f) Neighbourhood Watch – There has not been any activity on this and the police believe the scheme to have been closed down. Mr M Dowell says there has been no action from the police. 15 volunteers lined up and waiting once contact can be made with the police.
5. **Report from County and District Councillors:**
Cllr Mrs M Dobson:
 - Train Station Parking – a meeting is to be held at the memorial hall, date to be confirmed Tues 9th or Thursday 11th December for residents of Station Road. Mrs Scott said she considered a member of the Parish Council should also attend.

- A1133 – following an internal audit by Notts County Council – Mrs M Dobson is trying to get the road closed to heavy traffic between 7pm and 6am. This is made difficult as part of the A1133 is in Lincolnshire
- Boundary Change – Mrs M Dobson asked for numbers to be reduced, but was over ruled. The decision was made by NCC to maintain the status quo
- Spending proposals, please keep Mrs M Dobson included in any correspondence from the Parish Council
- Bus stops at the top end of the High Street were on the agenda for a decision by the Parish Council
- Greenwood Tree Grants, Mrs M Dobson will see what she can get organised
- Winthorpe and Besthorpe Youth Clubs are up and running. A junior group to be set up in Collingham in the New Year

Cllr Mr R Shillito NSDC:

- Horses have been left untied on Hewson Lane and Westbrook Lane for fly grazing and as a result there have been two killed on the railway line. The fences have now been repaired by Network Rail to prevent this happening again. There is no link between the land owner and the owner of the horses. The horses are being cared for by the owner, but are not tethered. The local Beat Team are aware of the problem.
- Newark Hospital meeting was well attended
- Noted the appeal for 7 Station Road
- Attended the men in sheds open day and was impressed
- Pleased to see something is in progress about the parking situation at the station car park
- Mr Shillito had received a set of crime figures from a meeting with the Police Commissioner and another set of figures from NSDC. He considered that incidents are not going down, crime is actually going up

Cllr Mr M Shaw NSDC:

- Queried how are the residents of Station Road going to find out about the residents meeting for the waiting restrictions on Station Road/Station Close. This is a matter for Nottinghamshire County Council, but the Parish would anticipate this would be via letter.

6. Finance: Mr C Allen left the meeting

Income			VAT	Total
Unknown donor	Donation for Community Park	£28.31	Nil	£28.31
HMRC	VAT Repayment	£599.67	Nil	£599.67
Capital One	Match funding of fundraising by Tim and Brenda Musson for Defibrillators	£450.00	Nil	£450.00
Expenditure				
EON (Direct Debit)	Electricity Bill for Jubilee Room - October	£10.66	£0.53	£11.19
AEB Landscapes	Park Inspections – October	£120.00	Nil	£120.00
British Legion	6 Poppy Wreaths	£102.00	Nil	£102.00
Chris Allen	Removal of Sofa from Play Park	£10.00	Nil	£10.00
Uknetweb	Domain Name Annual Renewal	£20.00	£4.00	£24.00
Office Depot	Paper and Stationery Supplies	£37.18	£7.44	£44.62

HMRC	PAYE	£162.34	Nil	£162.34
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Proposed by Mrs R Scott, seconded by Mrs C Moody and agreed by majority

Mr C Allen returned to the meeting

Brenda and Tim Musson were thanked for their fundraising for the defibrillator fund

Transfers/Authorisations

- Authorisation for the Clerk to be permitted to register and use internet banking. Proposed by Mr T Musson, seconded by Mrs C Moody and agreed unanimously
- Amendment to the 10 July Finance Meeting Item F6 now to read: agreed that **£260** (donation) be transferred to the **Defibrillator** reserve. This now reflects the actual amount transferred and to which reserve it is for. Proposed Mrs M Parkin, seconded by Mrs C Moody and agreed unanimously
- Transfers of:
 - £44,750 from the **Reserve** Account to the New **Park** Account – this is the Agreed £53,000 minus £8,250 match funding already paid to WREN
 - £43.41 from the **Current** Account to the New **Park** Account – these are 2 small donations given for the park
 - £9,489.50 from the **Current** Account to the New **Park** Account – this is 50% of the Fields in Trust Inclusivity Grant received
 - £3,520.00 from the **Reserve** Account to the New **Park** Account – all donations received (Brownies, Skin and Tonic, Bonfire (last year), etc)
 - £2,000 from the **Current** Account to the **Reserve Account** which was transferred in March to cover all outgoings
 - £750.00 from the **Reserve** Account to the **Current** account

Proposed by Mr C Allen, seconded by Mrs C Moody and agreed by majority. Mrs M Parkin abstained from the Park transfer, but was in agreement with other transfers.

- The bonfire organisers raised around £1600 and wanted to put this to a defibrillator for the village. Discussions were held about locations in Collingham, so far William Bailey House and Fire Station have been agreed as locations with the building owners. A third location has been suggested for the cricket field, which would be available to all the sports clubs in that area and local residents. The football club would also like a defibrillator but this would not be open to public access as the ground needs to be secure when not in use.
- Authorisation to change cost code “26 – Current Account interest” to “26 – Reserve Accounts Interest”. Proposed by Mrs R Scott, seconded by Mr T Musson and supported unanimously
- To agree that the Capital Revenue Reserve Account interest is paid into the Current account, which would replicate what occurs with the Reserve account. Proposed by Mrs C Moody, seconded by Mrs M Parkin and agreed by majority
- **Bank Reconciliation for the year to date** – signed by the Chair of Finance
- **Practitioners Conference – Training event for Clerk.** Proposed by Mrs V Wright, seconded by Mrs M Parkin and supported unanimously £235 + travel

7. Planning: Applications

14/01882/FUL	The Hemplands (44)	Application for First Floor Extension over existing single storey Part of House – SUPPORTED unanimously
14/01901/FUL	Cottage Lane, Orchard Stables	Change of use of 6 existing stable to livery use, creation of 9 stables in existing barn – SUPPORTED by majority

14/01937/FUL	Besthorpe Road, Hollybrook House	Application for single storey rear extension, convert garage to gym and office – SUPPORTED unanimously
14/01988/FUL	Dykes End (28)	Application for erection of single storey conservatory to the rear of the property. With Gross external area of 11.5m ² – SUPPORTED unanimously
ES/3170	Cromwell Quarry, Land to the East of the A1, Slip Road A1, Cromwell	Re-submission with new access – application for a new planning permission to replace extant planning permission 3/03/02626 CMA in order to extend the time limit for implementation

Decisions

14/01765/TPO	Rio Drive (21)	Lift Crown of Two Lime Trees to 2.5m, Create Gap of 2m between Crowns where touching, Thin Out Epicormic Growth within Crown in order to increase light to rear of property and garden	No objection
14/01874/TWCA	Low Street (92)	1 No Walnut tree, crown lift and remove any dead and defective wood Reduce four or five branches by half the length to reduce stress on branches	No objection
14/01892/TWCA	Carlton Ferry Lane	Remove over hanging branch to 1 No. Ash Tree at Carlton Ferry Lane	No objection
NCC ES/3038	Cromwell Quarry	Application for a new planning permission to replace extant planning permission 3/03002626 CMA in order to extend the time limit for implementation	Application Withdrawn

Noted

Appeals

14/01190/FUL	7 Station Road	Two Storey Dwelling and Garage	NOT SUPPORTED 24/7/14 by reason of Appearance; layout density; privacy; and short term flooding on Station Rd. – nothing further to add. In the response to NSDC would like to request that the decision is communicated to the Parish Council, once made
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- **Letter from Resident about possible access from the new LCS car park into rear of Station Road property** – The Parish Council does not meet for pre planning advice. More information needs to be gained from the medical centre and the LCS. Parish Clerk to try and obtain this/facilitate a meeting.
- **Request from Collingham Cricket Club for New Score Board Planning Application to be submitted in the name of Collingham Parish Council** – noted, the application will be on the next agenda for discussion

8. Collingham Community Park

- a) Proposal to appoint Hags-SMP as contractor for the play equipment at a cost of £132,254.00 – proposed by Mrs R Scott, seconded Mrs V Wright, agreed by majority

- b) To nominate contractors to submit quotations for the supply and fitting of fencing to two sides of the Community Park, with DDA compliant gates and entry surface. (Gates and surface to be paid for by Fields in Trust Grants). Contractors agreed: Doug Lyne, Fleet Fencing, North Notts Landscaping. Mr Dove would give the Clerk details of another local contractor. *Post Meeting Note: HTW Fencing*
- c) Update on other work to complete refurbishment of Community Park. The probation service and the unpaid workers scheme may do some of the removal works of existing play equipment. Landscaping was being designed by member of Play Park Committee and grants/sponsorship being investigated. The site will be kept secure during the works. Mrs R Scott and Mr C Allen met with an A level student to discuss refurbishment of the skate park. Notices will be erected to explain this element, so that skate park users are aware of the background to the work.

9. Youth and Community Centre

To nominate contractors to submit quotations for refurbishment of exterior of Centre. Work to include:-

- replacement of flat roof over toilet block with longer lasting covering e.g. fibreglass
- increase pitch of roof
- insulation in ceiling
- associated internal repairs and decorations

Contractors agreed: Jamie Warrington, Warren Shaw, Chris Cobb, Gary Shelborne

10. Correspondence:

- a) Nottinghamshire County Council Electoral Boundary Review. Write and say the interest of all villages should be taken into account
- b) Local Government Boundary Commission Review. As above
- c) Greenwood Community Tree Planting Grants. To be sent to the Community Orchard and Community Park Committee
- d) Influencing Policing in Your Area. This is undertaken by SNG and has been circulated to all village contacts
- e) Bus Stops – High Street/Woodhill Road, proposed relocation by Nottinghamshire County Council. The new location is as suggested by the Parish Council, this is therefore supported
- f) Nottinghamshire County Council Consultation on Spending Proposals. It was agreed that individuals would make their own comments, but that the Parish Council would write to NCC requesting that the DEFRA Rural Proofing Guidelines (as detailed on the DEFRA website) were followed, so that rural communities were not hardest hit by cuts
- g) Community events to commemorate the great war. The History Society are discussing a project to mark the end of the war
- h) Delivering Differently in Neighbourhoods - information for Parish Councils. No discussion of this had taken place at NSDC yet so further information would follow at a later date
- i) Grant Application from Collingham Memorial Hall. The agreed policy of the Parish Council Section 137 grants require that an application form is completed. The Policy and form will be sent to the Memorial Hall
- j) Station Road and Station Close – Proposed Waiting Restrictions by Nottinghamshire County Council. Some of the restrictions do not appear to be the correct solution to the problem. The meeting for the residents will cover all of the issues that have been raised so far. The At Any Time restriction is completely inappropriate in that location. The restrictions on Station Close were supported. The Parish Council will write to Network Rail/East Midlands Trains requesting that car parking is free at Collingham as has already happened at Ruskington, Metheringham and Hykeham in Lincolnshire.
- k) Adoption Notice for Design SPDs from Newark and Sherwood District Council – Noted

Mr Dove left the meeting at 9.15pm

11. Councillor's reports and items for future agendas:

Mrs R Scott

- Tuesday 2 December – The outline planning permission of Braemar Farm is to be discussed at NSDC. Mrs R Scott will attend to represent the Parish Council
- A meeting with Came & Co (the Parish Councils insurers) also attended by Mr C Allen and the Clerk was very informative. There are some useful documents produced by Came & Co, which when received will be circulated around all Councillors
- Keith Burd is the new contact for the Friends of Collingham Station following the sad death of Bob Imrie earlier this month
- There is a Christmas Tree on offer, free to any local groups, 8 to 10 feet high. The Parish Clerk to circulate the information around village groups
- The Brownies have requested to come and carol sing at the next Parish Council meeting. Any monies raised will be shared by the defibrillator fund and Marie Curie or Macmillan Nurses
- The footpath from Moor Road to Woodhill Road – the surface needs work and has been reported again to NCC Rights of Way officer

Mrs V Wright

- Confirmed that Newark and Sherwood Homes had agreed to the fixing of the cabinet and defibrillator at William Bailey House
- Details of a landscape contractor were passed to the Clerk

Mr C Allen

- Nothing

Mr Tim Musson

- Nothing

Mr M Dowell

- As an individual (not a Parish Councillor) - Reported bullying on the Community Park, by older boys which he had dealt with. More information to be provided for the SNG meeting next week and will be taken up with the PCSO
- Asked when is the fence coming down at the Cedar Lodge development shops – as stated at previous meetings there were planning, legal and financial conditions to be met before the fence was removed.

Mrs C Moody

- Advent lights and Carols event at 5pm on Sunday 7 December at the village centre. Car Park will be closed from 4pm. Posters are up, flyers will be put on cars that use the car park and the Memorial Hall is booked in case of bad weather

Mrs M Parkin

- Broadband update – See attached report.
- AGM of NALC, Mrs M Parkin has now been elected to the executive board.
- Has attended 3 meetings of the Newark municipal charity, which gives out an amount of money (less than £100) at the discretion of the Chairman to deserving people at Christmas. Could people keep this in mind for next year. It was agreed that this would be on the agenda of September 2015

Clerk

- Sale of alcohol - Opportunity To Respond Direct To Home Office Alcohol Consultation - Closes 9 December 2014. This has arrived this afternoon with a very tight deadline so has been circulated to all Councillors and village contacts, if anyone wishes to respond. It is of especial importance to Village Halls and voluntary groups

The final task of the evening was to choose a selection of Christmas card designs done by children from John Blow School. The 5 chosen designs were by Daniel Oxlade, Jon Galbraith, Jordan Cook, Macy Harris and Callum Jump. Everyone present wished to thank the staff and pupils of John Blow for their wonderful Christmas artwork, which made the decision very difficult.

The meeting closed at 21.40 pm

3 member of the public present

No members of the press present

Abbreviations

NCC – Nottinghamshire County Council/Councillor

NSDC – Newark and Sherwood District Council/Councillor

LCS - Lincolnshire Cooperative Society

SNG - Safer Neighbourhood Group