

COLLINGHAM *Parish Council*

ANNUAL REPORT – 2020/21

Introduction

The annual report of Collingham Parish Council covers the civic year, which starts in May at the Annual Parish Council Meeting when the Chairman of the Council is elected by fellow Councillors. The report also covers the financial year, being 1st April to 31st March and gives an overview of past and potential expenditure by the Parish Council.

This report is divided into sections, each outlines relevant information and details the work the Parish Council has been doing during the Civic year May 2020 to May 2021. We hope that you find this report of interest as it is intended to be a communication and information tool to keep you, the electorate, informed of the activities of your local Council. Much of this information is included on the website and is updated on a regular basis, this report simply collates the information on an annual basis.

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Introduction to Collingham Parish Council and Councillors

Historically North Collingham Parish Council and South Collingham Parish Council managed the affairs of the two separate parishes. In 1970 the 2 Parish Councils merged to form Collingham Parish Council. Parish Councils are now seen as an important tier in the government structure and are able to take on and manage local areas. With the introduction of the Localism Act in 2011, this has given the opportunity for more powers to be developed to the local Councils in respect of the management of local services.

The Parish Council is proactive in ensuring that the views of its electorate are heard at District and County Council level, with the Parish Clerk in regular contact with both District and County Councils to ensure requests made by residents are dealt with.

The Parish Council is therefore proactive with all aspects of Planning within the Parish and will also respond to planning consultations in adjacent Parishes/Districts if it is felt that the application will have an impact on Collingham residents. Any planning policy changes at either local or national level are considered and responses sent when appropriate to the decision makers to ensure that these are fit for purpose. The Parish Council responses to all applications are greatly assisted when comments are received from parishioners and enable the response to truly reflect the local feeling on any proposed development, whatever the size. The Parish Council is therefore looking to develop a Neighbourhood Plan for the Parish, which will form a more local policy document, in order to meet the future needs of the community.

It is extremely important to the Council that no additional financial burden is placed on its residents. It is important to the Council that its annual precept request is not unduly increased and grants of all sizes are continually being sought to supplement the annual budget. Without the additional grant income, the Parish Council would be unable to continue to improve the facilities and therefore lives of its parishioners. For example the wonderful facilities enjoyed by everyone at the Community Park would not have been possible without significant funding from external sources.

The Parish Council is extremely proactive in trying to represent as much of the Parish as is possible. With this in mind, informal links have been established and are regularly reviewed with over 40 groups within the Parish. Often this is Councillors/the Parish Clerks acting as a conduit for the groups of which they are already members, but also includes them regularly contacting other groups/organisations which they may not ordinarily do.

The Parish Clerk (Caron Ballantyne) and Assistant Clerk (Sarah Markall) can be contacted by the following methods:

In person: Mondays 2-5 pm in the library (during library opening hours) – when the Covid restrictions are lifted and the library can allow more people into the building

Telephone: 01636 555700

e-mail – ParishClerk@Collingham-PC.gov.uk or AssistantClerk@Collingham-PC.gov.uk

Local Council Contact Details:

Nottinghamshire County Council
County Hall
West Bridgford
Nottingham
NG2 7QP

Telephone: 0300 500 80 80

e-mail: enquiries@nottscc.gov.uk

Newark and Sherwood District Council
Castle House
Great North Road
Newark
NG24 1BY

Telephone: 01636 650000

e-mail: customerservices@nsdc.info

Collingham Parish Councillors

COUNCILLOR	TELEPHONE NO	E-MAIL
Chris Allen	01636 892092	Chris.Allen@Collingham-PC.gov.uk
Jim Barrie	01636 892985	Jim.Barrie@Collingham-PC.gov.uk
Jean Davies	01636 892911	Jean.Davies@Collingham-PC.gov.uk
Michael Davies	01636 892911	Michael.Davies@Collingham-PC.gov.uk
Rosemary Fabian (Chair)	01636 893295	Rosemary.Fabian@Collingham-PC.gov.uk
Angela Haberton	01636 893302	Angela.Haberton@Collingham-PC.gov.uk
Rick Hatton	01636 892865	Rick.Hatton@Collingham-PC.gov.uk
Mike Lloyd (Vice-Chair)	01636 893581	Mike.Lloyd@Collingham-PC.gov.uk
Derek MacKenzie (Vice-Chair)	01636 892051	Derek.MacKenzie@Collingham-PC.gov.uk
Tim Musson	01636 892312	Tim.Musson@Collingham-PC.gov.uk

Achievements during the year

The Parish Council has adapted how it operates, as everyone has had to do, due to the Covid-19 situation. Whilst normally it would work in the background on many issues and services within and

affecting the Parish, throughout the last year it has been working closely with Collingham Village Care and the many volunteers to ensure those that everyone is safe and receiving the support that they need.

Whilst the Parish Council, like so many organisations has held its meetings virtually throughout the pandemic, there has been the same level of attendance from members of the public as would normally be anticipated. Meetings will now return to face to face, although initially will be held outside in the Community Orchard, where it is hoped that Councillors, staff and the public will feel safer, whilst continuing with the essential business of the Parish Council.

The Council has continued to work closely with the District and County Councils and has liaised with them to ensure matters affecting local residents, falling within their remit are addressed.

No matter what the query, all matters brought to the attention of the Parish Council, either through its Councillors or direct to the Parish Clerks are taken up on behalf of the community.

Throughout the year the Council has reported potholes; blocked gullies/road drains; managed the maintenance of grass verges along the highway and council land; managed the maintenance of trees on council land; received audit reports; managed notice boards; managed burial and memorial requests in its cemeteries; managed the provision of a Christmas tree and erection of the lights for the village centre.

The Parish Council continues to consider the health and wellbeing of residents and the Cross site converted from grass to wildflower meadow was last year resplendent throughout the months of lockdown and provided a calm area in which to sit. The Pinfold this year had the overgrown ivy cut back and wildflower meadow turf laid, along with new path edgings, a refurbished bench and a new bin and will hopefully look as good as the cross site when the flowers start to bloom.

The Parish Council has submitted an application for the Local Council Award Scheme Quality Gold Level. This award shows not only that we meet a set of minimum standards to deliver effectively for the community, but we are striving to offer more to our residents. To meet this award the council has had to demonstrate that it has the required documentation and information in place for operating lawfully and according to standard practice, but also produces this annual report, which was gratefully received in the Summer of 2018, when it was first published.

The Parish Council team of staff this year was strengthened with the appointment of Sarah Markall as the Assistant Clerk. This does mean that the phone and email can now be answered whilst the Clerk takes well-earned breaks and holidays, but also that more projects can be pursued for the benefit of the whole community with the provision of the additional resources.

Finance: 2020/21 year

The Parish Council is in a favourable financial position and has delivered all objectives and priorities for the 2020/21 period within its agreed budget. The Parish Council has, when setting the budget for 2021/22, recognised the need to plan for future service delivery & development, whilst also not increasing the financial burden on the residents in these very difficult financial times for many.

An internal audit has been undertaken with the auditor report being submitted to full council. The Annual Governance and Accountability Return report to the council was duly signed on 27th May and associated paperwork has been submitted to the appointed external auditor.

The Parish Council have published their accounts, and once received from the external auditor this will be updated to include their report.

Savings are made directly into earmarked reserves which include setting aside amounts each year for future projects/ expenses such as election costs and asset maintenance.

Full details of expenditure and budgets can be obtained by written request and the audited accounts can be inspected by appointment with the Parish Clerk in accordance with the Notice of Public Rights published on 1st June 2021.

The Parish Council continue to seek grant funding each year where applicable to assist with funding of improvement and new schemes for the benefit of all facilities.

Additional income has come from housing developments in the form of Section 106 and Community Infrastructure Levy (CIL). Some of this money is available to local groups through grants.

Attendance Record

Cllr Name	Possible Attendance	Actual Attendance	%
Chris Allen	30	30	100%
Jim Barrie	30	25	84%
Jean Davies	30	30	100%
Michael Davies	30	29	97%
Rosemary Fabian	30	26	87%
Angela Haberton	8	7	88%
Rick Hatton	30	28	94%
Mike Lloyd	29	25	87%
Derek Mackenzie	30	29	97%
Tim Musson	30	27	90%

Possible attendance is for the current term of Office from May 2019 election to 4 May 2021.

2021/22 Timetable of Meetings (further meeting dates for 2022 are published on the website)

27 th May 2021	Parish Council	7:15pm
24 th June 2021	Parish Council	7:15pm
27 th July 2021	Parish Council	7:15pm
26 th August 2021	Parish Council – if required	7:15pm
23 rd September 2021	Parish Council	7:15pm
28 th October 2021	Parish Council	7:15pm
25 th November 2021	Parish Council	7:15pm
9 th December 2021	Parish Council	7:15pm
Dates for 2022, in addition to Ordinary Parish Council meetings		
14 th April 2021	Annual Parish (Meeting of electors)	7:30pm
13 th May 2021	Annual Parish Council	7:15pm

All meetings of the Parish Council will start with a public forum commencing at 7:15pm

Closing remarks

The Parish Council has continued to work hard to ensure “best value” and to make improvements throughout the parish for the benefit of all residents.

The Council will continue to serve you, its community as a “Corporate Body” to the best of its ability during the next 12 months and will continue to rise to the challenges that Covid-19 has brought.