

COLLINGHAM *Parish Council*

MINUTES OF THE COLLINGHAM PARISH COUNCIL MEETING held at 7:15pm on 28 MAY 2020 by video conference during Corona Virus National Emergency

Present: Councillors: C Allen, J Barrie, J Davies, M Davies, R Fabian, G French, R Hatton,
M Lloyd, D Mackenzie and T Musson (Chair)
District Councillor Dales

Clerk: C Ballantyne

In Attendance: 0 members of the public in attendance

Action by:

68 Public Forum

No public present

69 To receive apologies for absence

No apologies received, all Councillors in attendance
Apologies received from District and County Councillor Dobson, noted

70 To receive any declarations of interest

Cllr Fabian expressed an interest in Agenda Item 73b

71 To receive and approve the Minutes: of the Parish Council Meeting of 14 May 2020, previously circulated to members. These were agreed unanimously as a true record and will be signed by the Chair as soon as possible.

Chair

72 To receive reports from County and District Councillors

District & County Councillor Mrs Dobson

County Council

Via will be starting work again over the course of the next 6 weeks

District Councillor Mrs Dales

District Council: updates regarding support services etc during COVID are covered by daily updates on the website so not included them here.

Updates

- The bottle bank should be emptied today
- Additional bins in the village: work-in-progress
- Neighbourhood Plan – scoping notes from our March meeting: I had a telephone meeting with Matthew Norton yesterday to go over the document produced from that, just to verify it for accuracy. This has now gone to Jean and Michael in their capacity as planning leads, and I will await their instruction now regarding how they would like to progress.

73 Finance

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

Receipts

| | | |
|------|-------------|------------|
| NSDC | Precept | £21,407.50 |
| NSDC | Section 106 | £31,055.24 |

Noted

b) **To Formally Approve Items paid during the Month by BACS**

| Payments | | VAT | Total |
|-----------------------|-----------------------------------|------------------|--------------|
| Pearson's Nursery Ltd | Grass cutting/ground maintenance | £9.17 £1.83 | £11.00 |
| Caron Ballantyne | New bins/liners/Litter collection | £12.45 £2.50 | £14.95 |
| Caron Ballantyne | New bins/liners/Litter collection | £59.60 £11.95 | £71.55 |
| Caron Ballantyne | New bins/liners/Litter collection | £7.49 £1.50 | £8.99 |
| Caron Ballantyne | New bins/liners/Litter collection | £65.60 £13.15 | £78.75 |
| Rosemary Fabian | Bench Maintenance | £4.13 £0.82 | £4.95 |

Approved unanimously by those voting

c) **To Approve Items for Payment for the Month to be paid by BACS**

| Payments | | VAT | Total |
|-----------------|------------|---------------|--------------|
| Belina Boyer | Audit Fees | £50.00 NIL | £50.00 |

Payment approved unanimously

74 Annual Governance and Accountability

- a) To consider final internal audit report. Resolved unanimously that no actions are required
- b) To consider the Annual Governance Statement. Resolved unanimously that all responses are clearly evidenced as positive **Clerk**
- c) To consider the Accounting Statement. Resolved unanimously that this was an accurate record of the financial position at 31 March 2020 **Clerk**
- d) To consider appointment of internal auditor for 2020/21. Resolved unanimously that Belina Boyer be re-appointed. **Clerk**

75 Planning

a) **Applications for consideration**

| | | |
|--------------|---|---|
| 20/00689/FUL | Station Road (65), The Old Railway Tavern | 6 proposed dwellings: 2 x 3 bed detached two storey houses with garages and 4 x 2 bed semi-detached two storey houses of a traditional design. – SUPPORTED unanimously with comments about the Design and visual impact of the proposal. This proposal addresses the safety concerns raised previously with access onto Station Road. |
| 20/00556/FUL | Low Street, Field Reference 0683 | Erection of 2no. sheds – NOT SUPPORTED unanimously Material considerations Fear of Crime Planning history Design and visual impact – not in keeping with conservation area |

b) **Applications Determined**

| | | |
|---------------|----------------------------------|-----------------------------|
| 20/00738/TWCA | High Street (70), Mayfield House | No Objections |
| 20/00735/AGR | Newark Road, Larksfield | Prior Approval not required |

Noted

76 Correspondence

- a) Thank you bench. Resolved unanimously that this is a nice idea but not suitable for this community
- b) Wildflower Meadow – Cross Site, more compliments have been received

Clerk

77 Local Council Award Scheme

- a) To consider evidence statements. Resolved unanimously that these accurately represent the Parish Council position.
- b) To consider the 3 year action plan. Resolved unanimously that this be adopted
- c) To consider if all criteria are met. Resolved unanimously that all criteria are met and an application will be submitted.
- d) To consider the annual report for 2019/20. Resolved unanimously that this will be published.

78 Fleet Article for July/August – Cllrs French and Hatton to write, various topics suggested

79 Parish Clerks Report

Agenda Item

- Public Space Protection Orders for Dog Control for Cemeteries and Pitomy Farm Play area – NSDC have these in place for the cemeteries and the order for Pitomy Farm will be progressed when the relevant committee next meets to discuss such items. NSDC have requested that the play area be fenced to enable the order to be made. **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**
- Additional resource to help Parish Council resilience. Information being gathered and collated from other councils. Draft Job description being prepared. **40**
- Litter picking equipment purchased **46e**
- Nottinghamshire and Nottingham Joint Waste Local plan – additional information requested **47c**
- Local Electricity Bill – additional information to be requested **48a**
- Best Kept Village – Quotation requested for fixing new edgings **49**
- CIL Report for 2019/20 returned to NSDC **57c**

Other items

- All planning consultations responded to
- Lighting problem on Pedestrian/Cycle bridge from the A46 over the A1 to Know How – To be maintained by Highways England

Reports to NCC

| | | |
|--------------------|------------------|---|
| FS208334184 | Trees/Hedges | Carlton Ferry Lane - South Side 30mph sign hidden |
| FS208336519 | Trees/Hedges | Carlton Ferry Lane - North Side 30mph sign hidden |
| FS209062766 | Street Furniture | The Green - Wooden posts |
| FS209068765 | Dropped Crossing | Request for Entrance to Community Park |

Reports to NSDC

| | | |
|-------------------|-------------|---|
| ESB1211882 | Fly tipping | Cross Lane (Swinderby Road to Station Road) |
| ESB1211948 | Fly tipping | Westfield Lane |
| ESB1219954 | Fly tipping | Station Road |

Councillor T Musson

59 – Declaration of Office has been signed

62 – Hard copy minutes of 23 April Meeting have been signed

Councillor Fabian

35a – Refurbishment of metal ended benches – all such benches are currently being surveyed to determine the one most in need of this maintenance work

Councillors J Davies & Fabian

36a – Alterations and additions to station planters is being progressed with the Clerk and East Midlands Railway

All Councillors

18h – Dog poo bag holders

Cllrs Fabian and Mackenzie have identified locations. Cllr Musson to weave some from Willow to be erected on existing street furniture.

19g – Neighbourhood Plan Scoping Meeting

This meeting was held on 11th March – notes have been prepared and are being discussed with NSDC to ascertain if the issues and concerns raised are within the scope of a neighbourhood plan.

The meeting closed at 20:50pm

Abbreviations:

NCC – Nottinghamshire County Council/Councillor

NSDC – Newark & Sherwood District Council/Councillor

LCS – Lincolnshire Cooperative Society

PRoW – Public Right of Way

Y&CC – Youth & Community Centre

CDHS – Collingham & District History Society

PPG – Patient Participation Group