

COLLINGHAM with LINTON PARISH COUNCIL

Email: Clerk@collinghamlintonparishcouncil.gov.uk

Tuesday 3rd June 2025 at 7pm in Collingham Memorial Hall

Claire Cooper

Clerk to Collingham with Linton Parish Council

Members of the public are welcome to attend a Public Session at the beginning of the meeting for a maximum of 15 minutes.

Agenda

1. To receive apologies and accept reasons for absence

2. To receive any declarations of interest from Members

*Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Collingham with Linton Parish Council Code of Conduct for Members and by the Localism Act 2011.

3. To consider requests received by the Clerk for dispensations under Section 33 of The Localism Act 2011

4. To note that item 17 on the agenda will be discussed in private

*Public Bodies (Admission to Meeting Act 1960) that the press and the public be excluded from the remainder of the meeting on the grounds that the publicity would be prejudicial to the confidential nature of the business to be transacted.

5. To receive such items that the Chair may wish to lay before the Council

6. To consider the co-option of a new Parish Councillor

7. Police Matters

- a) To receive the latest police crime statistics report from the website alongside the crime statistics report from the neighbourhood watch co-ordinator and confirm the frequency the website report should be produced by the clerk(both attached)
- b) To receive feedback from councillor representatives on the PACT meeting on 22nd May

8. Village News and Resident Communications

- a) To receive the latest resident communication report and agree action as appropriate(attached)
- b) To discuss and agree items to be included in the next newsletter

9. Playgrounds and Open Spaces (POS)

- a) To approve the adoption of the Asset Management Sub-Committee Terms of Reference (attached)

- b) To consider any requests made for adhoc maintenance
- c) To receive feedback received from the contractor on the purchase of a tree stump to form a bench

10. Environment and Village Matters

- a) To receive the feedback from Cllr Askew on the Glebe Field celebration event
- b) To receive feedback from Cllr Moses on the LRA annual general meeting
- c) To consider the creation of a working party for the planning for Christmas 2025 and the management of Christmas lights including their traditional switch on event, and note that orders with LCC should be placed by the Clerk no later than September
- d) To agree the approach of the Council to applying for licenses from LCC Highways
- e) To consider the plans for winter baskets to be installed in September/ October 2025
- f) To consider the plans for Council involvement in Remembrance Day 2025
- g) To receive an update on quotations being sought for the repair of the sink hole

11. Finance

- a) To consider the grant application from Collingham bowling club(attached)
- b) To consider the grant application from Collingham retired men's forum(attached)
- c) To consider the grant application from the Linton Memorial Hall(attached)
- d) To note monies spent using the Clerk/ Chairs' delegated authority
 - i. Printing posters for AGM £36.00
 - ii. Ink for Council Printer £34.08
 - iii. Purchase of protective cover for sink hole £66.00
- e) To note reconciliation to 31st May 2025, with balances and receipts in the cashbook
- f) To note budget spent 2025 - 2026 year to date
- g) To authorise payment of accounts presented

12. Organisational matters

- a) To consider the adoption of the revised Model Publication Scheme v1.0 (attached)
- b) To consider the adoption of the revised GDPR General Privacy Notice v1.0 (attached)
- c) To approve the spend of £15.98 p.a. to purchase an upgrade from a basic 365 account to a business 365 account for Cllr Moses
- d) To receive the councillor's correspondence report and agree any action as appropriate(attached)

13. Training

- a) To note the payment to SLCC for the Clerk's CiLCA course work submission has been made, and CiLCA training completed in May includes LO's 27, 28 and 29
- b) To consider applying for whole council training from the YLCA and agree a selection of dates

14. Planning

- a) To receive and consider any new planning applications received prior to the meeting
- b) To receive an update on the progress with LCC approval of the Kebbell development
- c) To discuss the current progression of the S278 agreement for junction improvements by Miller Homes
- d) To discuss resident concerns with works outstanding by Miller Homes

15. Highways & Public Rights of Way

- a) To note the next meeting with LCC Highways is 26th June 2025 5pm – 7pm
- b) To consider the request from LCC for an update on the status of the accuracy of the definitive map for Collingham and Linton and feedback on preferred method for the sharing of data

16. Staffing Matters

To note the Clerks planned annual leave as Monday 16th June to Friday 20th June inclusive (27.5 hours)

17. To consider any action to be taken following the third-party event held in Glebe Field on 17th May 2025.

18. Items for next agenda

19. Next Meeting

The next meeting will be held on Tuesday 1st July 2025, at Collingham Memorial Hall.