

COLLINGHAM with LINTON PARISH COUNCIL

Email: Clerk@collinghamlintonparishcouncil.gov.uk

Dear Councillors

You are hereby respectfully summoned to attend an ordinary meeting of Collingham with Linton Parish Council on Wednesday 3 December 2025 at 7.00pm in the Scout Hut, where the following business will be transacted.

Jill Davis

Proper Officer 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.	Chairman's opening remarks:
2.	To receive apologies and consider reasons for absence:
3.	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
4.	To consider requests received by the clerk for dispensations under section 33 of the Localism Act 2011:
5.	To note items in the agenda that may/are to be discussed in closed session: 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.
6.	Minutes: a) For the council to consider approving the draft minutes of the Extraordinary Meeting of the Parish Council held on the 18 th of November 2025 b) For the council to consider approving the draft minutes of the Extraordinary Meeting of the Parish Council held on the 21 st of October 2025
7.	Village News & Residents Communication: a) For the council to note the email received from Leeds City Council concerning a Highways Matter. b) For the council to note that the PC has been copied into an email to Leeds City Council from a resident concerning a request to reduce the speed limit through the centre of the village c) For the council to consider any actions from request from a resident concerning the footpath leading to Church Lane

		<p>d) For the council to consider any actions from the updated information concerning the goal posts</p> <p>e) For the council to consider any actions from a request from a resident on strimming the wildflower patch</p> <p>f) For Cllr Kerfoot to update the council regarding the recent Highways meeting</p> <p>g) For the council to consider mandating Cllr Wright to research the corporate membership for Plantlife</p>
8.		<p>Administration Matters:</p> <p>a) For the clerk to update the council concerning the bank mandates</p> <p>b) For the council to consider having a PC business address</p> <p>c) For the council to consider agreeing to an Extraordinary Meeting being held on Wednesday the 28th of January to consider the 2026 -2027 budget if required</p> <p>d) For the council to consider which councillors would like to be an administrator of the PC's Facebook page (social media policy)</p> <p>e) For the council to approve the clerk to obtain up to 3 quotes for the work identified in the annual playground inspection</p> <p>f) For the clerk to update the council on the hire agreement from Affordable Waste Management</p>
9.		<p>Christmas Matters:</p> <p>a) For the clerk to update the council on who will switch on the Christmas lights and consider any further actions.</p> <p>b) For Cllr Powell to update the council on the Christmas event and to consider any further actions.</p> <p>c) For Cllr Wright to update the council regarding the Christmas tree and to consider any further actions</p> <p>d) To inform the council that the Christmas tree is covered by the council's insurance policy at no extra cost.</p>
10.		<p>Finance Matters:</p> <p>a) For the council to ratify the payment to Berg Electrical for the work for the installation of the Christmas tree £738.00</p> <p>b) For the council to approve the 2025 parish magazine subscription £2000.00</p> <p>c) For the council to consider approving the invoice from HJCE for the scoping work for the sink hole £3240.00 (the council may wish to consider approving this under item 15)</p> <p>d) For the council to approve the invoice from Collingham Music Association for Collingham band playing at the Christmas event £100.00</p> <p>e) For the council to consider approving the Leeds City Council invoice £1782.00</p> <p>f) For the council to consider approving the invoice from the Scout Group for the electrical usage for 2025 £59.13</p> <p>g) For the council to approve Jill Davis expenses £40.50</p> <p>h) For the council to note £10,000 transferred from the HSBC savings account to the HSBC current account for invoice payments</p> <p>i) For the clerk to update the council on the MICE grant application</p> <p>j) For the council to consider approving the 2026 annual payment to the parish magazine for £2000.00 to be paid in January 2026</p> <p>k) For the council to consider approving the bank reconciliation to 20th of October 2025</p> <p>l) For the council to consider approving the bank reconciliation to 20th of November 2025</p> <p>m) For the council to ratify the October 2025 payments</p> <p>n) For the council to consider approving the November payments</p>
11.		<p>Co-option Matters:</p> <p>a) To receive written applications for the office of Parish Councillor and to co-opt five candidates to fill the existing vacancies</p>

		b) For the Declaration of Office to be signed (if applicable, to be approved by the council, and to be signed before the next Parish Council meeting)
12.		Planning Matters: Planning Applications: 25/06509/FU/NE 14, Kingfisher Street. Collingham. Wetherby. 25/06688/FU/NE Roslyn, Jewitt Lane, Collingham
13.		Date of the Next PC Meeting: Ordinary Meeting: 14 th of January 2026 @ 7.00pm Collingham Memorial Hall – Meeting Room
14.		Exclusion of Press and Public: 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.
15.		HJCE Matters: For the council to consider approving the HJCE Scoping document and consider any further actions