

COLLINGHAM with LINTON PARISH COUNCIL

Email: Clerk@collinghamlintonparishcouncil.gov.uk

There will be a meeting of Collingham with Linton Parish Council in Collingham Memorial Hall on 1ST JULY 2025 at 7pm where the following business will be transacted

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 note the resignation of Cllr Brown**
- 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 any items on the agenda to 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.
- 6. To approve as an accurate record the minutes of the extra ordinary meeting on 23 May 2025 and the full council meeting on 3 June 2025(attached)**
- 7. To receive such items that the Chair may wish to lay before the Council**
- 8. To consider the co-option of a new Parish Councillor (attached)**
- 9. Police Matters**
To receive any feedback from councillor representatives for PACT meetings recently attended
- 10. 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

11. Playgrounds and Open Spaces (POS)

- a) To consider any verbal recommendations from the POS committee meeting held immediately prior to this meeting
- b) To consider adhoc requests for maintenance
 - i. To consider the quotations received for the repair to the fence at the entrance to Beck Wood car park(attached)
 - ii. To approve the quotation received to replace the manhole cover in the field adjacent to the basketball hoop(attached)

12. Environment and Village Matters

- a) To note that Cllr Burr has joined the working party for the planning of Christmas 2025
- b) To agree the locations to be progressed when applying for licenses from LCC Highways(attached)
- c) To consider feedback on communications attempted with Collingham Royal British Legion and the plans for Council involvement in Remembrance Day 2025
- d) To receive an update on surveys/ quotations being sought for the repairs to the sink hole
- e) To consider the proposal from Cllr Moses that installation of the Linton Gateways signage should be completed in 2025(attached)

13. Finance

- a) To consider the response from Collingham Bowling Club on the matter of the previous, conditionally approved, grant application(attached)
- b) To note the resignation of Cllr Askew from, and confirm two new Cllr members to, the Finance Committee
- c) To note the last Finance Committee meeting was cancelled due to Councillor changes and the next meeting of the Finance Committee is scheduled for 24th September
- d) To approve the proposal that the Clerk request a HSBC Business Debit Card to be used on Parish Council business in line with Financial Regulation 9.1
 "Any Debit Card issued for use will be specifically restricted to the Clerk/ RFO and will also be restricted to a single transaction maximum value of £1000 unless authorised by council in writing before any order is placed"
- e) To note that a donation of £80 has been received from Kickstart Kamp for the use of Glebe field for activities in May
- f) To note monies spent using the Clerk/ Chairs' delegated authority
 - i. Heras fencing hire for footpath closure £150
 - ii. Purchase of signage for footpath closure £30.98
 - iii. New combination padlock for car park barrier £20
 - iv. Replacement of railway sleeper in Beck Wood (price to be confirmed by Cllr Moses)
- g) To note the invoice received late from Linton Memorial Hall for hires in 2024 – 2025
- h) To note reconciliation to 30th June 2025, with balances and receipts in the cashbook
- i) To note budget spent 2025 - 2026 year to date
- j) To authorise payment of accounts presented

14. Organisational matters

- a) To note that Clear Council insurance have confirmed that all third parties using council land for activities in keeping with its intended purpose are covered for public liability provided the land is shown to kept in good order.

- b) To consider a proposal from Cllr Moses that the October Parish Council meeting be scheduled to a later date and the Ward Councillors be invited to attend for a meet and greet session.
- c) To consider the approach to recruiting Parish Councillors with two further positions now available for co-option
- d) To consider the adoption of the following documents
 - i. Risk Policy v1.0 (attached)
 - ii. Co-option Policy v1.0 (attached)
 - iii. Working Party Terms of Reference v1.0 (attached)
- e) To receive the councillor's correspondence report and agree any action as appropriate(attached)

15. Training

- a) To note the Clerk's CiLCA training completed in June includes LO's 27, 28 and 29
- b) To note the date of whole council training from the YLCA as 31st July 2025 at LMH, agree arrangements to organise refreshments and confirm the topics to be covered(attached)
- c) To note Cllr Murdoch will attend Off to a flying start training in July
- d) To consider a request from Cllr Askew to attend social media training in July

16. Planning

- a) To consider any new planning applications received prior to the meeting

[25/03278/FU/NE](#) - 10 Garth Avenue Collingham Wetherby – extension to 2nd July

[25/03113/FU/NE](#) -10 Garsdale Fold Collingham Wetherby – extension to 2nd July

[25/03368/FU/NE](#) - Mulsanne House College Farm Lane Linton

[25/03495/FU/NE](#) - Manor House Church Lane Collingham

[25/03562/FU/NE](#) - 23 Kingfisher Reach Collingham Wetherby

- b) To consider changing the Terms of Reference for the Planning Committee with it becoming the Planning and Highways Committee to allow interested Councillors a forum outside of full council to explore and make recommendations to full Council on highways concerns

17. Highways & Public Rights of Way

To receive a verbal report from Cllr Askew on the LCC Highways meeting on 25th June 2025

18. Staffing Matters

To note the Clerks holidays - one day (7 hours) on Thursday 24th July and one week (27.5 hours) Monday 18th August to Friday 22nd August inclusive

19. Items for next agenda

20. The next meeting will be held on Tuesday 2nd September 2025, at Linton Memorial Hall. There are no Parish Council meetings in August.