

# COLLINGHAM with LINTON PARISH COUNCIL

Email: [Clerk@collinghamlintonparishcouncil.gov.uk](mailto:Clerk@collinghamlintonparishcouncil.gov.uk)

**Minutes of the Ordinary Parish Council meeting held on 14th of January 2026  
@ 7.00pm held in the Collingham Memorial Hall Green Room.**

**Present:** Cllrs Anthea Powell, Lorna Murdoch, Patrick Wright, Paul Kerfoot and Barry Moses

**Officer:** Jill Davis – Parish Clerk/Proper Officer

**Members of the public:** 1

**Public Participation:** None

1.	8810	<b>Chairman's opening remarks:</b> Cllr Powell opened the meeting at 7.00pm and welcomed everyone. Cllr Powell explained that the main items for discussion were concerning the Budget and Precept for 2026/2027
2.	8811	<b>To receive apologies and consider reasons for absence:</b> Not applicable, all members in attendance.
3.	8812	<b>To receive any declarations of interest from Members:</b> <b>a) 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</b> No items offered. <b>b) For the council to note the following – The Local Government Finance Act 1992 section 106 prohibits any member with council tax unpaid for more than two months voting on the budget and/or precept, if section 106 applies.</b> The council noted the information.
4.	8813	<b>To consider requests received by the clerk for dispensations under section 33 of the Localism Act 2011:</b> No requests required.
5.	8814	<b>To note items in the agenda that may/are to be discussed in closed session:</b> 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.	8815	<b>Minutes:</b> <b>a) For the council to consider approving the draft minutes of the Ordinary Meeting of the Parish Council held on the 3<sup>rd</sup> December 2025</b> The Clerk informed the council that a member of the public in attendance wished to raise matters relating to the draft minutes of 3 December 2025. The Council agreed to hear the member of the public's comments prior to considering approval of the minutes. Resolved. The council by a majority of 3 to 2 approved for a segment of the chair's opening remarks to be redacted from the 3 <sup>rd</sup> of December's 2025 minutes. The chair is to sign the amended minutes in due course. <b>b) For the council to consider approving the draft minutes of the Extraordinary Meeting of the Parish Council held on the 3<sup>rd</sup> January 2026</b> Resolved. The council approved the minutes.

7.	8816	<p><b>Public Participation:</b> (Standing Order 3.7 – to not exceed 15 minutes)</p> <p><b>a) Members of the public may make representation, answer questions and give evidence on the business of the agenda for the meeting.</b></p> <p>A member of the public raised concerns regarding a segment the chair's opening remarks at the December Parish Council meeting, stating that the comments were perceived as being directed at former councillors and requesting their removal.</p> <p>The Council considered the request and was advised by the clerk that the chair's remarks formed a true and accurate record of the meeting. It was further noted that the draft December minutes had only been circulated to councillors and had not been published. Cllr Kerfoot advised that the member of the public's comments should be recorded in the minutes of the meeting held on 14 January and not be removed. Cllr Moses suggested that a segment of the remarks be redacted.</p> <p><b>b) Members of the public may request information concerning items not on the agenda</b></p> <p>No information requested.</p>
8.	8817	<p><b>Budget &amp; Precept 2026/2027:</b></p> <p><b>a) For the council to consider approving the budget for 2026/2027</b></p> <p>The clerk introduced the draft budget prepared by the Responsible Financial Officer (RFO). The RFO was unable to attend the meeting.</p> <p>The clerk explained that, as all councillors were new to the council, a further meeting would be required to consider the budget in more detail. Members were also reminded that Leeds City Council had granted an extension for setting the precept until 9 February 2026.</p> <p>The council first considered the inclusion of costs relating to the sinkhole within the draft budget, including potential expenditure from Parish Council funds and grant applications. Following discussion, it was agreed that the cost of the sinkhole should be removed from the draft budget. Should repair works be actioned, the council would seek external grant funding to support the costs and would also need to take into consideration residents' feedback.</p> <p>The clerk advised that the previous chair had provided background information on a number of current and historical projects. The council then reviewed the draft budget in detail and agreed amendments to several budget headings where required.</p> <p>The council discussed the proposed precept for the 2026/2027 financial year and considered whether the sum of £75,000, as recommended by the RFO, would be sufficient.</p> <p>Members noted that the draft budget lacked supporting narrative. The clerk explained that the RFO had prioritised inclusion of the sinkhole costs when preparing the draft.</p> <p>Resolved. The council deferred the item for further consideration at the extraordinary meeting being held on the 28<sup>th</sup> of January 2026.</p> <p><b>b) For the council to consider approving the precept for 2026/2027</b></p> <p>The item was deferred and to be considered at the extraordinary meeting being held on the 28<sup>th</sup> of January 2026</p> <p><b>c) For the council to consider approving the signing of the precept demand</b></p> <p>The item was deferred and to be considered at the extraordinary meeting being held on the 28<sup>th</sup> of January 2026</p>
9.	8818	<p><b>Residents Communication:</b></p> <p><b>a) For Councillor Wright to update the council concerning the Ash Tree</b></p> <p>Councillor Wright updated the council that no progress had been made. Leeds City Council are trying to make contact with the home owner.</p>
10.	8819	<p><b>Administration Matters:</b></p> <p><b>a) For the council to note the clerk's timesheets for December 2025</b></p> <p>The council noted the clerk's timesheets for December 2025</p> <p><b>b) For the council to receive the PACT report the next meeting date of PACT is the 29<sup>th</sup> of January and to mandate Cllr(s) accordingly</b></p>

		<p>The council noted the recent PACT report. Resolved. The council approved for Cllrs Kerfoot, Powell and Wright to be mandated to liaise with PACT and to represent the council at all PACT meetings.</p> <p><b>c) For the council to consider Full Council Training through YLCA</b> The clerk informed the council of the opportunity for full council training through YLCA. The cost was £29.00 per council member.</p> <p><b>d) For the council to appoint two councillors to act as non-decision-making liaison councillors for employees, in accordance with the Terms of Reference (clause 7.6) and to note the responsibilities of the two councillors as set out in the Terms (Deferred from Extraordinary Meeting of 3 January 26)</b> Resolved. The council approved for Cllrs Murdoch and Powell to act as non-decision-making liaison councillors.</p> <p><b>e) For the council to appoint the Chair of Staffing committee.</b> Resolved. The council approved Cllr Powell as the Staffing Chairman.</p> <p><b>f) For the council to receive the clerk's report and consider any action.</b> The council noted the clerk's report.</p>
11.	8820	<p><b>Village Matters:</b></p> <p><b>a) For the council to consider approving the reorganisation of SharePoint</b> Cllr Moses explained that SharePoint needed to be reorganised and the PC agreed. Resolved. The council approved for Cllrs Moses and Wright to be mandated to work on the project</p> <p><b>b) For the council to consider any action concerning Christmas 2025</b> This item was deferred and for discussion at the next PC meeting.</p> <p><b>c) For the council to consider approving a Councillor to be the contact concerning the Definitive Map Modification Order application</b> Resolved. The council approved for Cllr Moses to be mandated to be the PC contact with Leeds City Council. Clerk to action.</p> <p><b>d) For the council to consider any actions regarding a resident survey Cllr Wright</b> Cllr Wright informed the council that the council should consider a resident's survey to gain feedback and suggestions and tools such as Survey Monkey could be utilised. Resolved. The council approved for Cllr Wright to complete a working plan/report and it present to the council when available.</p> <p><b>e) For the council to consider any actions concerning the lighting bollards near to Collingham Scout Hut</b> The council discussed the item to either to replace, repair or remove and whether the lighting bollards were effective. Resolved. The council approved for a quotation to be sought by the clerk for removal of the bollards and to discuss further once the quotation has been received.</p> <p><b>f) For the council to consider any actions from the information concerning item 8766 watering plants in the parish.</b> The council discussed the information concerning the watering of the plants in both parishes and discussed the tendering process that had taken place in 2025. The council referred to the supporting paper that had been circulated by the clerk and the several options that had been suggested. Resolved. The council approved for the retendering of the watering to be actioned.</p>
12.	8821	<p><b>Finance Matters:</b></p> <p><b>a) For the council to note the Unity Trust Instant Access bank balance 31/12/2025 £132,050</b> The council noted the bank balance</p> <p><b>b) For the council to note the Unity Trust Current Account bank balance 31/12/2025 £10,050.00</b> The council noted the bank balance</p> <p><b>c) For the council to note the HSBC Current Account bank balance 31/12/2025 £96,787.30</b></p>

		<p>The council noted the bank balance</p> <p><b>d) For the council to note the HSBC Savings Account bank balance 31/12/2025 £10,050.00</b></p> <p>The council noted the bank balance</p> <p><b>e) For the council to note the bank reconciliation for December 2025</b></p> <p>The council noted the bank reconciliation</p> <p><b>f) For the council to approve the payments for January 2026</b></p> <p>The council approved the following payments:</p> <p>Clerk's Salary - £584.75</p> <p>Employee's Tax and NI payment - £163.80</p> <p>Clerk's expenses - £13.50</p> <p>RFO salary - £101.36</p> <p>Three mobile – Mobile sim contract DD - £8.24</p> <p>Smarty – Mobile Wi-Fi DD – 9.00</p> <p>Affordable Waste Management – bin service Jubilee playground DD - £39.05</p> <p>Leeds City Council – Lighting power modifications - £1080.00</p> <p>Collingham Scout Hut – Room hire 03/12/2025 - £42.00</p> <p>The clerk informed the council that the invoice received from Blachere Illuminations Ltd for £1688.38 had already been paid on 23/10/2025 and that the invoice has been removed from the payment list.</p> <p><b>g) For the council to consider approving Jill Davis's expenses £13.50</b></p> <p>Resolved. The council approved the expenses.</p>
13.	8822	<p><b>Co-option Matters:</b></p> <p><b>a) To receive written applications for the office of Parish Councillor and to co-opt five candidates to fill the existing vacancies</b></p> <p>Deferred. The Council received one application. The applicant was unable to attend the meeting due to prior commitments and submitted apologies. The applicant has indicated they hope to attend the next ordinary meeting.</p> <p><b>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)</b></p> <p>Not applicable. The candidate was not in attendance.</p>
14.	8823	<p><b>Planning Matters:</b></p> <p><b>Planning Applications:</b></p> <p><a href="#">25/07472/FU Bexley Lodge College Farm Lane Linton Wetherby LS22 4HR</a></p> <p><a href="#">25/07275/FU High Stables Trip Lane Linton</a></p> <p><a href="#">25/07229/FU Riversdale The Avenue Collingham</a></p> <p><a href="#">25/07159/FU 4 The Acres Linton</a></p> <p>The council provided no comments on the planning applications.</p>
15.	8824	<p><b>Date of the Next PC Meeting: Extraordinary Meeting:</b></p> <p>28th of January 2026 @ 7.00pm Collingham Scout Hut</p>

With no further business to transact, Cllr Powell thanked everyone for attending and closed the meeting at 9.17pm.

Signature:

Date:

Collingham with Linton Parish Council