

Cotgrave Town Council
8th July 2015

Present : Councillors K Chewings (Chairman), H Brumpton, R Butler, C Chewings
M Chewings, S Chewings, P Cousins, C Denham, M Gable, W Handbury,
L Healy, C Jeffreys, I Shaw, A Wilkie and V Wood.

Apologies Approved: Councillor S Gardner

In Attendance : The Clerk.

The meeting was held in Studio 4 and started at 7.00pm.

Declarations of Interest

141 No declarations of Interest.

Public Open Session

142 No members of public attended.

Policing in Cotgrave

143 **Resolved** : "To suspend Standing Orders to alter the order of business to permit
for an update on local policing matters from the Police."

144 The police informed of the current crime figures for June 2015, there had been 13 crimes
reported. This included two burglaries of dwellings and one non dwelling burglary and seven
minor thefts or incidents and three incidents at the industrial park.

145 There is not any concerning trends for Cotgrave and crime is still very low especially
compared with other areas in Rushcliffe South.

146 The police have asked residents to ring 999, if they see any dealing of drugs on the streets in
Cotgrave, a response team will be sent.

Residents can give information to the police via Crime Stoppers and this service is completely
anonymous. This helps the local police build up information on where extra patrols are
required.

147 Residents can look up crime figures for Cotgrave on the Police.UK website.

148 The police hold a 'Local Area Group' meeting once a quarter, for residents to attend and
share their concerns with the police and ask for certain crimes to be set as the priority for the
police to pay extra attention to, for the following three months.

149 Councillors noted their disappointment in some of the changes and the reduction in support
by the police for the speed watch teams operating in Rushcliffe.

A new speed watch system will be happening for Rushcliffe but it is unsure when.

- 150 The police will have a report on drug dealing for the next meeting.

Trent District Community First Responders

- 151 **Resolved** : “To suspend Standing Orders to alter the order of business to permit for a presentation by Trent District Community First Responders.”

- 152 Andy Stephens, Treasurer and Responder, gave a presentation on the work undertaken by the first responders, he then introduced Emily Snow, a qualified responder, and two trainee responders, who both live in Cotgrave.

Andy explained the importance of the first 10 minutes after suffering from a cardiac arrest and how important each minute is, the first responders could arrive before the ambulance and start to give active treatment to help the person have a better chance of survival.

- 153 All responders are trained by East Midlands Ambulance Service and it is this service who alerts a first responder to attend an incident. The first responders are dispatched at the same time as an ambulance is sent.
- 154 Two calls a week are received from Cotgrave and the service provided by the first responders enhances the ambulance service.
- 155 The kit required by the responder costs £2200 and the British Heart Foundation pay £1100 towards this expense and the responders have to fundraise to purchase the equipment.
- 156 The responders cover an area from Beeston through to Cotgrave and the edge of the Vale of Belvoir.
- 157 Residents can follow the ‘Trent Responders’ on twitter - @trentcfr or on the web address trentcfr.co.uk.
- 158 The idea of first responders was started by the ambulance service.
- 159 All responders are expected to purchase their own uniform at a cost of £75.00.
- 160 A grant for the Trent First Responders will be discussed later in the council meeting.

Minutes of the Previous Meeting of Full Town Council

- 161 **Resolved** : “That the minutes of the previous meeting held on 10th June 2015 be received and confirmed as a true record”.

Progress

- 162 M086 Cotgrave Cemetery

Cllr Jeffreys noted work was being carried out in the cemetery provided by Kents on behalf of Cotgrave Town Council.

163 M098 Burhill Allotments

Cllr Jeffreys had visited the allotments and found most of the plots and paths are in a good order.

164 M128 Garage Door

Cllr Shaw asked if the garage door had been inspected to see if it could be repaired or find the cost of replacement, this would allow for the storage of the festival equipment in a garage provided by Cotgrave Welfare for the festival's sole use.

The Clerk will organise for an inspection, to see if a repair can be done or if it requires a new door and then provide costing.

Minutes of the Previous Meeting of Extraordinary Town Council

- 165 **Resolved** : "That the minutes of the previous meeting held on 17th June 2015 be received and confirmed as a true record".

Progress

- 166 Council asked for the minute number 137 to include some additional wording.

- 167 **Resolved** : 'This Council believes the junction of Hollygate Lane, Bingham Road, and The Old Park is not suitable and has severe concerns about the safety and wants the junction to be re-assessed and other options to be considered.'

Planning Minutes

- 168 **Resolved** : 'To confirm the planning minutes recording the decisions taken by the Council and those of the Planning Authority'.

Financial Matters

169 Payments

- Resolved:** "That the payments made since the previous meeting totalling £18478.71 as recorded on pages 4 and 5 be approved and the invoices awaiting payment be paid".

Matters Arising

- 170 No matters arising.

PAYMENTS – TOWN COUNCIL MEETING 8 TH JULY 2015					
DATE		INVOICE NO	FOR	POWERS	AMOUNT
	MAY				
27.4.15	Notts County Council	91659179	April Salaries	1	7112.36
2.6.15	Veber	1285-43264	Data Back Up	1	13.20
9.5.15	Opus	18455172	Sports Pavilion Electricity	1	30.17
9.6.15	Talktalk		Broadband & Telephone	1	30.00
9.6.15	Titan Telecoms		Fax Line	1	13.85
	JUNE				
29.5.15	Adlard Print	13601	Summer Newsletter	4	1195.00
4.6.15	Big Bounce	255	Cotgrave Festival	9	420.00
19.5.15	Mick Dutton & Son		Repair Mower	1	123.00
13.2.15	J A Kent & Sons	10187	February/April/May Maintenance	1	2139.00
30.5.15	Premier 1 (UK) Ltd	2107	Flower Baskets	1	3930.00
10.6.15	Mrs J Pick		Reimbursement for Postage Stamps	1	33.48
27.5.15	Regal Paints	3966	Paint and Thinners	1	53.57
31.5.15	UK Fuel Ltd	887782	Fuel	1	178.12
17.5.15	Lets Get Drumming		Cotgrave Festival	9	75.00
3.6.15	Playsafety Ltd	16943	Annual ROSPA Parks Inspection	1	397.00
5.6.15	Fireworks Display Specialist		50% Annual Fireworks Display	9	800.00
3.6.15	Streetwise Environmental	10238	Empty Dog Bins/Services	1	504.90
9.6.15	Arco	924834533	Belts	1	37.72
9.6.15	Globesec Security	6901	June Warranty	1	543.60
12.6.15	Notts CC	1506062	Ear Plugs, Stationery	1	41.22
11.6.15	Nomix Enviro	26890967	Spray	1	119.99
17.6.15	Mr McLaughlin		Cotgrave Festival Electrical Works	9	61.46
11.6.15	Mrs J Pick		Reimbursement for Postage	1	10.50
8.6.15	Rushcliffe BC	70356939	Emptying of Septic Tank at Sportsground	1	123.38
17.6.15	Cotgrave Town Council		Petty Cash	1	20.49
16.6.15	The Mobile Mini Zoo	MMZ200615 B	Cotgrave Festival	9	102.50
17.6.15	Christine Palethorpe		Harpist – Cotgrave Festival	9	90.00
	Roffesoft	4800	Web and email hosting	1	129.00
	Kilton Pet & Raptor		Cotgrave Festival	9	150.00
			TOTAL		18,478.71
	Agenda Item 9b				
	Awaiting Payment				
22.6.15	B E Furniture	12360	Tables Cotgrave Festival	9	168.00
20.6.15	David Scott Ent.	445	Compere & Ent Cotgrave Festival	9	150.00
17.6.15	J A Kent Services Ltd	51292	June Grounds Maintenance	1	721.16
25.6.15	Mr J Ludlam		Festival Expenses	9	102.30
18.6.15	Lou's Household		Plants/Batteries	1	26.00
23.6.15	Notts CC	91686319	Payroll Service Charge	1	636.00
24.6.15	NALC		New Councillor Training	1	25.00

10.6.15	NALC	139	Local Council Review Subscription	11	17.00
18.6.15	Pee Wee Toilet Hire		Cotgrave Festival	9	250.00
24.6.15	Roffesoft	4805	1.5 hrs – move printer and web support	1	108.00
22.6.15	Streetwise Environmental	10278	Litter Bins Cotgrave Festival	9	34.80
28.6.15	<u>UK Fuels</u>	891354	Fuel	1	188.27
25.6.15	Mick Dutton & Son	10257	Scag Mower Belts	1	105.87
29.6.15	Cotgrave Futures	035N	MUGA Electricity	1	33.74

Powers

1. Local Government Act 1972 Section 111 - discharge of functions
2. Local Government & Rating Act 1997 Section 31 - crime prevention
3. Local Government Finance Act 1982 Section 21 - audit fees
4. Local Government Act 1972 Section 142 - provision of information
5. Local Government Act 1972 Section 232 Public Notices
6. Accounts and Audit Regulations 2003
7. Local Government Act 1972 Section 137 (b) contribution towards a public service
8. H&S at Work Act 1974
9. Local Government Act 1972 Section 145 Provision of entertainment
10. Local Government (Misc Provisions) Act 1976 Section 19 Recreational Facilities
11. Local Government Act 1972 Section 143 - subscriptions to Local Government Association
12. Quality Parish & Town Council Scheme 2003
13. Local Government Act 1972 Section 133 - Provision of parish building
14. Public Trustee Rules 1971
15. Protection from Harassment Act 1997
16. Data Protection Act 1998.

Financial Statements

- 171 Members considered the April 2015 statement as reproduced on the inside cover of the minute book.
- 172 At the end of May 2015 Council has £413,960.37 in hand.

Grants

- 173 A grant application has been received from Trent District Community First Responders asking for a grant for Council to consider giving the cost of a new emergency response kit for local responders. The cost of the kit is £2200 but this is subsidised by British Heart Foundation, so, a request has been received for £1000.
- 174 Council decided after the presentation given at the beginning of the meeting and after being introduced to two Cotgrave residents who are undertaking training to become responders, Council would like to pay for their uniforms.
- 175 **Resolved** : 'To award a grant of £1150 to purchase an emergency responders kit and two sets of uniform.'

Formulation of Working Parties

Council discussed setting up permanent working parties and decided that it would be more prudent to set up the working groups as required.

Each working party will be set up with a spokesman, who will report back to Council at meetings.

- 176 **Resolved** : 'To create working parties and spokesman as and when necessary.'

Welcome Pack

- 177 The group met but some members didn't attend and the information is still being collected to be considered for the Welcome Pack.
- 178 The group will meet again on 16th July, to combine all the information and then work towards finding the cost for producing a pack in several different formats and then this will be presented to council at a future meeting.

Community Warden

- 179 Cotgrave Town Council employed Streetwise Environmental to provide a street cleaning service for one year, to pick up dog fouling and provide additional litter clearance.
- The current contract is due to finish at 31st July 2015.
- 180 During the period, Council has received less complaints regarding dog fouling and litter on the streets.

- 181 Streetwise Environmental have offered to continue the service at the same price for a further year, if Council wished to continue.

The price for the service provided, supplying 2 hours of street cleaning per day, Monday to Friday, would be £93.00 per week +vat.

Normally, Streetwise supply two operatives for the two hours per day for this cost.

- 182 **Resolved** : 'To continue with the Community Warden Service for another year.'

Councillor Email Addresses

- 183 Council have investigated providing all councillors with a personnel council email address, which have a government tag ,and this would be provided to all residents as the councillor email contact address.

- 184 Cllr S Chewings has received some unsolicited mail on her private email address, which is available to the general public at the moment and would find a dedicated council email address a benefit.

- 185 Two options were discussed, one using an email through the council website at a cost of £300 to set up and a recurring annual charge of £40. The second option included council having a private mail and web server and this would cost £55 per month and an increased charge to the existing charge for hosting, the new charge would be £129 per year.

The second option was dismissed and a vote taken on the first option.

- 186 Council took a vote, 12 members voted for a council email and 3 opposed.

- 187 **Resolved** : 'To provide Councillors with a dedicated Council email address.'

SLCC National Conference

- 188 The Society of Local Councils is holding their National Conference at Hinckley, Leicestershire on 15th -17th October 2015.

- 189 The National Conference updates Clerks on new information which could affect the Council.

- 190 The Clerk asked if Council would allow for her to attend at the National Conference, this year's theme is 'New Challenges – New Opportunities.'

The Clerk has attended for the last two years.

- 191 **Resolved** : 'To allow the Clerk to attend the SLCC National Conference at £395.'

Community Website and Council Administration

- 192 The community website will transfer back to VillageGreen Networks on the 1st August, 2015. This will be at a cost of £960.

The Cotgrave Community Website will be owned and maintained by VillageGreen Networks.

- 193 **Resolved** : 'To transfer ownership of the Cotgrave Community Website at a cost of £960.'

Correspondence

194 Rushcliffe Borough Council

Rushcliffe Borough Council have written to inform that the partnership agreement for Colliers Business Park will end on 7th July 2015.

The agreement gave Cotgrave Town Council an income of 10.5% from the rental income generated from the letting of the units on the Colliers Business Park.

195 The Local Government Boundary Commission

A letter has been received informing of the Electoral Review of Nottinghamshire: Draft Recommendations, which could amend the boundaries, to allow each Nottinghamshire County Councillor to have a similar number of electorates.

- 196 Cotgrave Town Council have agreed the boundary change is acceptable apart from the name of the new proposed ward, the boundary commission are calling it the 'Tollerton Ward', when Cotgrave is the largest town in the group.

Council have decided to write to the boundary commission and ask for a name change to be considered.

197 Burhill Allotments

Burhill Allotment Association have decided to disband the allotment committee from 19th June, 2015, after Cotgrave Town Council had decided not to support their funding request.

Council will now be in full control of the allotments and all decisions made regarding this area.

198 Letter from an Allotment Holder – Mr Upton

Mr Upton, allotment holder, has written to Council to state that he feels Council has made a poor decision on not supporting the allotment holders bid for funding.

Clerk's Report

- 199 A letter has been received from a resident complaining about the balls from the Grassmere play park going over into the garden and asks if the fence could be heightened, also some children have lifted the fence from the ground and crawled under it, to go into the gardens to retrieve the balls without the permission of the householder.

The Clerk has instructed the ground staff to repair the fencing and put up signs to ask the young people to retrieve the balls properly from the gardens adjoining the park.

- 200 The Positive Futures presentation being held on Friday 10th July, 2015 has been moved from the cricket ground, to the Rushcliffe Civic Chambers due to a high demand of attendance.
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- 201 **Resolved** : 'To extend standing orders by 30 minutes to allow to finish the meeting.'

Councillors Reports

- 202 Councillor Shaw noted that some resurfacing work had been completed on Daleside, but asked Councillor Butler if he knew when they would be back to finish the work.
- Councillor Butler said he will chase it and find out when it is due for completion.
- Councillor Shaw thanked Councillor Butler for all the work he has done in getting this work started.
- 203 Councillor Wood reminded Council, there is a personnel committee meeting taking place on 15th July, 2015 and a 'Welcome Pack' meeting on 16th July, 2015. Both meeting start at 7pm in Studio 4 of the Leisure Centre.
- 204 Councillor M Chewings suggested Cotgrave Town Council write to the Cotgrave Festival volunteers and thank them for the great festival, they produced again this year.
- Council will write to the volunteers and thank them for the festival.
- 205 Councillor S Chewings asked Council to consider writing a letter of thanks to Chasetown and Barratts, for repairing the potholes on the roadway in the Country Park.
- Council agreed a letter of thanks will be sent.
- 206 Councillor Healy noted that the dog pool at the country park is free from algae and safe for the dogs to swim in.
- 207 Councillor Wilkie noted the poor road surface on Woodview, which now has many potholes and has been repaired on many occasions, but needs a proper resurface.
- Councillor Butler will enquire at Nottinghamshire County Council.
- 208 Councillor K Chewings had attended a meeting with Rushcliffe Borough Council, Police, Positive Futures, Youth Services, Nottinghamshire County Council and the Clerk of Cotgrave Town Council, to discuss crime and anti-social behaviour within Cotgrave.
- Councillor K Chewings raised a concern that residents are not reporting crime to the police.
- The police stated that the crime and anti-social level is still very low.
- An article will be placed in the next edition of Cotgrave Connections reminding the residents about reporting crime and anti-social behaviour.
- 209 Councillor K Chewings asked if the information for 'what's on for the youth' during the summer, could be more available and updated on a regular basis.
- 210 Councillor K Chewings asked if at a future meeting, Council could discuss, whether using social media would be another way for council to update the residents.
- 211 Councillor Denham informed that the fishing club, who take the Ashlea students fishing at the country park, have complained about the surface in the car park at the country park, but they have started discussions with Barratts about the issues.
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- 212 To propose that the press and the public be excluded from the meeting during consideration of the following item/s of business on the grounds that it involves the likely disclosure of exempt information as defined in Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960.

Strategic Board and Cotgrave Town Council Space

- 213 Councillor K Chewings gave an update of the strategic board meetings, including the two presentations given by South Nottinghamshire and South Wolds Academies, for the work they have completed on the CREST project. This project encourages students to design and plan new housing using a set of criteria.

Councillor K Chewings informed the strategic board of the wishes of Cotgrave Town Council would like to see for Cotgrave in the redevelopment of the precinct.

- 214 Rushcliffe Borough Council have asked if a member of Council could work on an additional strategic board group.

Resolved : Councillor K Chewings to represent Cotgrave Town Council on the additional Strategic Board.'

Green Spaces, Allotments and Communal Gardens at Hollygate Park

- 215 Council have informed Barratts, they are interested in discussing the maintenance of these areas and will willing to discuss this when Barratts are able to provide all the relevant information.

There being no further business the meeting ended at 9.37pm.

Chairman..... Signed as a True Record (Date).....