

Cotgrave Town Council
14th October 2015

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

Apologies Approved: Councillors P Cousins, C Denham and S Gardner.

In Attendance : The Clerk and 2 members of the public.

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

Declarations of Interest

- 216 Cllr Brumpton declared an interest in agenda item 17, allotment insurance.
- 217 Council agreed that Cllr Brumpton could remain in the room, but not take part in the discussion or vote.

Public Open Session

- 218 No members of the public raised any questions.

Lightsource SPV 139 Ltd

- 219 **Resolved** : "To suspend Standing Orders to alter the order of business to permit to receive a presentation on the proposed installation of a solar farm at Stragglethorpe.
- 220 The proposed solar farm is planned for land opposite the Nottinghamshire Golf Course at Stragglethorpe.
- 221 A planning application has been submitted to Rushcliffe Borough Council for this solar farm. The solar farm will consist of 19602 solar panels, located on Green Belt land. The land will be used as grazing land during the lifespan of the project.
- 222 The site could supply 4,400 watt of electricity and this will go directly into the national grid.
- 223 The Lightsource SPV 139 Ltd offer to pay a community benefit to local councils to use for projects within the parish. The payment would be paid annually and would last for the lifespan of the project. This benefit would be paid even if the local council decide to oppose the planning application and the planning application is passed by the planning authority.
- 224 If the planning application is successful, installation of the site will take about 2 months to install the farm.
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Minutes of the Previous Meeting of Full Town Council

- 225 **Resolved** : "That the minutes of the previous meeting held on 9th September 2015 be received and confirmed as a true record".

Progress

226 M219 Cotgrave Police

The police has issued the crime figures for September and part of October for Cotgrave. This report is shown below:-

Criminal damage

01/09/15 Welfare
13/09/15 Candleby Close. Window
15/09/15 Saxon Way. Window
16/09/15 Shepherds PH. Vehicle
17/09/15 Scotland Bank. Vehicle
30/09/15 Hickling Way. Vehicle
02/10/15. Bingham Road. Door

Assault

18/09/15 Ringleas ABH
24/09/15 Woodview ABH
25/09/15 Woodview ABH
04/10/15 Ringleas Common Assault

Theft

11/09/15 Bingham Road. Theft of e-cig
11/09/15 Eastacres. Theft of kitchen appliances.
15/09/15 Precinct. Theft of mobile telephone.
16/09/15 Ringleas. Theft of mobile telephone

Attempted Burglary

29/09/15 Bingham Road

There has been a small increase in reported crime in Cotgrave, the increase is 16.1%, which is 15 more crime reported over the last 7 months.

Some crimes do not appear on the report, if they are domestic incidents.

Council have noted the crime map shown on the 'Police UK' web site does not tally with the figures given by the police.

Cllr K Chewings has written to the police, asking for an explanation.

227 M220 Garage Door

Cllr Shaw asked if items of equipment used by the Festival would be insured if stored in the garage belonging to the Cotgrave Welfare.

The Clerk will ask Council's insurers and find out.

228 M221 Hollygate Lane Junction

Cllr Butler updated on the current work taking place on Hollygate Lane, which will increase the width of the footpaths, by reducing some of the verges.

229 M232 Playdays Grant

The grant has been given to Playdays for the planned half term activity but the group will be disbanding after this event, due to a lack of volunteers available to help run future events.

Donna Chapman, the leader of the group, has been organising and running these events for many years and has been congratulated by Council for her dedication to the children of Cotgrave.

230 M238 Welcome Pack

Cllr Jeffreys offered information, to be included in the welcome pack, from the Methodist church at Tollerton.

231 M262 Strategic Board

No further information is yet available following the public consultation given by Rushcliffe Borough Council on 23rd/24th September.

Some members of council noted a quote in a local newspaper and were concerned that it could be misrepresented from a member of Cotgrave Town Council quoting information given on behalf of some residents.

Other councillors noted that they were not happy at some of the quotes released by Rushcliffe Borough Council regarding the Town Centre redevelopment.

232 M268 Skateboard Park

Cllr Shaw asked if skateboard parks were still a popular activity for young people.

Cllr S Chewings informed that they were still very popular, but now also were used by bmx bikes and scooters.

233 M274 Cotgrave Futures Meeting Room

The Clerk has asked Cotgrave Futures if the room would be available for council to use on the Wednesdays required for meetings.

The room would be available apart from Wednesday 11th May 2016.

This information will be placed on the next agenda for council is considering to move venues for our public meetings.

234 M279 Land at Stragglethorpe

The planning inspectorate has been to consider the usage of the land at Stragglethorpe being inhabited by landowner and the decision has not yet been given to Rushcliffe Borough Council.

The decision is due within the next few weeks.

Cllr Jeffreys her concerns with how their needs for electricity, water and rubbish disposal is dealt with.

235 M287 Staff Appraisals

The right for staff to be allowed to appeal any decision made by Council regarding their working conditions will be added to the appraisals appeal.

236 Cllr K Chewings asked councillors to note Council's Standing Orders when giving documents for the meetings, all documents must be received by the administration staff 7 days before the meeting and in the pack for councillors to consider prior to the meeting.

Planning Minutes

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

Financial Matters

238 Payments

Resolved: "That the payments made since the previous meeting totalling £22933.59 as recorded on pages 5 and 6 be approved and the invoices awaiting payment be paid".

Matters Arising

239 Cllr Shaw asked if any progress had been made in relation to the payment of the window cleaning bill for Cotgrave Futures.

The Clerk is in discussions with the trustees at Cotgrave Futures.

Financial Statements

240 Members considered the August and September statements as reproduced on the inside cover of the minute book.

241 At the end of September 2015 Council has £428191.37 in hand.

Grants

242 A grant application has been received from Thera East Midlands asking for a grant for £200.

Council considered the application, to provide a grant towards the purchase of some photography equipment.

The photography group take photos of their favourite places to visit and produce a yearly calendar to sell, to help fund raise to visit new places.

TOWN COUNCIL MEETING 14TH OCTOBER 2015					
Date		Invoice No	For	Powers	Amount
	AUGUST				
5.8.15	Veber	1285-43522	Data Back Up	1	13.20
12.8.15	TalkTalk		Broadband	1	30.74
12.8.15	Titan Telecoms		Faxline	1	14.14
10.8.15	Opus	18878363	Pavilion Electricity	1	36.98
	SEPTEMBER				
28.8.15	Attenborough Doors	56936	Replace Bullett Locks	1	213.60
24.8.15	Cotgrave Futures	072N	Photocopying	1	82.36
24.8.15	Globesec	7047	August Maintenance	2	543.60
10.8.15	Kent Services	51467	August Maintenance	1	721.16
2.9.15	Regal Paints	4289	Wet Paint Tape	1	22.80
24.8.15	Severn Trent Water		Forest Close Allotments	1	59.38
21.8.15	Severn Trent Water		Burhill Allotments	1	533.78
7.9.15	Streetwise	10454	Empty Bins / Street Cleaners	1	504.90
30.8.15	UK Fuels	898489	Fuel	1	249.97
13.8.15	Arco Ltd	925309919	Visor, Ear Muffs, Safety Specs	1	59.65
28.8.15	Adlard Print	13790	Autumn Newsletter	1	1195.00
9.9.15	Globesec	7096	September Maintenance	2	543.60
9.9.15	Grant Thornton	8424812	2015 Annual Return	3	720.00
7.9.15	Roffesoft	4885	Cllr email addresses	1	408.00
7.9.15	J Stephenson		Reimbursement for Safari Sale Advert	1	17.76
Sept 15	Talktalk		Broadband and Phone		30.22
Sept 15	Opus		Sportsground Electricity	1	35.37
Sept 15	Titan		Fax Line	1	14.06
Sept 15	Notts CC		August Salaries	1	7126.99
Sept 15	Veber		Data Back Up	1	13.20
	OCTOBER				
Oct 15	Cotgrave Playdays		Grant	1	200.00
25.9.15	Arco	92562101	Nitrile Gloves	1	5.58
30.9.15	Barrys Autos		Rear Number Plate	1	21.20
15.9.15	Hags Smp	39669	Grass Matting Grassmere	1	92.40
27.9.15	UK Fuels	901959	Fuel	1	111.02
23.9.15	Regal Paints	4362/4315	Goalpost/White Lining Paint	1	113.86
16.9.15	Roffesoft	4904	Website Updates	4	42.00
21.9.15	Rushcliffe BC	70380881	May 2015 Election Fees	1	4733.00
15.9.15	SLCC	118088	National Conference 15	1	432.00

19.9.15	J Stephenson		Mobile Telephone	1	29.99
25.9.15	L Wright	103-102	CTC & CF Window Cleaning	1	55.50
	Payments Awaiting Payment				
30.9.15	Arco	925649808	Lopping Shears	1	17.94
24.9.15	Arco	925612100	Brush Head & Handles	1	23.90
30.9.15	Hags-Smp	40075	Repair Wetpour Surface The Green	1	2250.00
1.10.15	Rushcliffe BC	70392532	Quarterly Rent The Green	1	68.75
1.10.15	Rushcliffe BC	70392550	Quarterly Rent Candleby Lane	1	68.75
1.10.15	Rushcliffe BC	70392541	Quarterly Rent Eastmoor	1	66.25
1.10.15	Rushcliffe BC	70392640	Quarterly Rent Studio 3	1	1410.00
			TOTAL		22,933.59

The Thera Group provide support for people with learning disabilities and offer the service at Cotgrave Leisure Centre, five days a week.

243 **Resolved** : 'To award a grant of £200 towards photography equipment.'

Play Area Inspections carried out on 30th September 2015.

244 Ring Leas

In good order.

245 Maddison Park

In good order.

246 The Green

Satisfactory.

The safety surfacing wet pour shrinkage has been repaired.

Swing Pod – monitor the bushes and bolts.

Clean out grates – ongoing

Weeding - ongoing

Litter bin lids - missing

247 Cotgrave Futures

In good order.

248 Broadmeer

In good order.

The Double Perch – monitoring the rubber seat.

Bark requires top up or replacement. The bark has become peat like and needs replacement.

249 The Clerk had not sourced a price for the bark top up, the boards which hold the bark in place are now in a very poor state and need replacing, most of the supporting posts have rotted through, as well as the side support boards.

Quotes are being sourced to replace the surrounds and then a price for a top up of bark.

250 Former Tennis Courts (MUGA)

In good order.

Spray moss on edge of astro surface.

251 Grassmere

Satisfactory.

Cradle and Junior Swings rubber seating is being monitored.

Goalposts are being monitored.

Multiplay unit 2 – monitor the wooden steps.

Basket Ball Hoop – sign installed.

252 **Resolved** : 'To accept the report.'

To Form a Working Party to Consider Improvements to Play Areas

253 Council discussed forming a working party to consider looking at all the play areas within Cotgrave and decide whether to buy new or additional play equipment. They will also discuss a timescale plan of which play area will be considered.

254 Councillors M Chewings, A Wilkie, C Chewings and K Chewings put their names forward for this working party.

Council agreed to allow the working party to find costs and timescales for replacing or purchasing new equipment and presenting the plans to Council for approval.

255 **Resolved** : 'To form a working party to consider updating the play areas.'

Inspection Report for Other Facilities 30th September 2015.

256 Pavilion

Main Gate – In good order.
Access Gate – In good order
Roller Shutters/Main Door – In good order
Windows – In good order
Changing Rooms – In good order.
Storage Rooms – In good order.
Toilets – toilet to side of showers still out of order- otherwise satisfactory,
Shower Block – In good order.
Kitchen – In good order
Kitchen – In good order
Exterior of Building – In good order
Grounds – In good order-
Meter Cupboard – In good order
Fire Equipment – x4 extinguishers and fire blanket in place.

257 Shopping Centre

CCTV Signs – Co-op/Library/Opticians/Lou's/Eastmoor/Broadmeer/Thorntons Close
West Furlong/Grassmere – are all in place
Grassmere Camera is not working, the lamp post supplying the power has been taken out of use.
Paved Areas – in good area (Raised paving slabs noted on parts of the shopping area – Reported to Rushcliffe Borough Council, Clerks of Works from Rushcliffe has viewed the problem areas)
Back of Shops – In good order.
Candleby Lane Steps – In good order
Car Park 1 – back of Breadshop – in good order
Car Park 1 – Shrubbed Area – in good order
Car Park 2 – in front of library – In good order
Car Park 3 – In good order
Weeds in car park area – in good order - ongoing
Tree Grates – In good order – cleaning out – ongoing
Cash Point – In good order. Guttering replaces replacing.

258 The Green

Shrubbery – in good order.
Trees - in good order.
Paths – in good order
Benches – in good order
Knee Rail – in good order
Coal Trucks/Wheels – in good order
Monkey Bars – in good order
Teen Shelters – In good order
Vehicle Restrictor – in good order
Marie Curie Plaque – in good order

259 Eastmoor (RBC maintained)

Shrubbery – in good order
Cleanliness – in good order
Fencing – In good order
Litter Bin – In good order

260 Allotments

Burhill – In good order
Car Park Area – In good order

Forest Close - in good order.
Car Park – in good order- weed killer on going

261 Other Items

Lingford Boundary – In good order
Futures – External Grounds – in good order
Football Pitch adjacent Allotments – in good order
Lamp Columns (Deployables) West Furlong/Eastmoor/Green/Grassmere now in situ.
CTC Finger Posts – 2x removed for safety reasons.
CTC Notice Boards – in good order
Community Notice Boards – in good order
War Memorial – Repair completed but failed, a further repair now required by specialist firm.
Hawthorne Avenue Trees – in good order
Grit Compound – in good order.
Vandalism – None reported or found

War Memorial Repair

262 The first repair to the war memorial failed and needs a more robust repair.

Three options have been offered by George James & Sons Blacksmiths, the first would be similar to the previous repair but using additional heat on the sword, to try to straighten out the bend. The second option would be to drill through the bent sword and secure the sword to the brickwork and then cover the stud with a dressing to hide it. The third option would be to remove the sword, repair the fixings and reattach using resin.

In each repair, there would be a risk of damage to the casting or the stone work.

The blacksmiths have suggested that option one carries the lowest risk and should be the one Council consider first.

Each one of the three repairs are offered at £770 +vat. This would cover the cost of the stated repair and not any additional damage done by doing the repair.

263 Councillor Shaw asked if moving the War Memorial could be consider from its current site, to the piece of land in front of the Church, where the Market Cross is currently located.

He feels this would be a better place for the war memorial to be placed and it would allow for easier access.

264 The Clerk will start investigations and the War Memorial will be placed on the next agenda for further discussion.

265 No decision was taken on the repairs quoted.

Welcome Pack

266 Councillor Healy has put together the first draft of the Welcome Pack and this has now been past to the Administration Manager to type up in publisher and then this draft will be presented to Council for discussion.

Cotgrave Community Christmas Lights Event 2015

267 A meeting was attended by Cllrs K Chewings, M Chewings, V Wood and Jane Pick, Julie Stephenson and Alistair Kent of The Rock Church to decide a date for the event.

The date for the event is Friday 27th November and the main event will be from 3.00pm until 5.30pm.

The Rock Church have offered volunteers to help with running the event including setting up and taking down of the stalls.

The Young team from Rushcliffe Borough Council, offered to help with the Christmas event, but it was decided that there was not enough time to change the format of the event this year and Young team have been asked to come and present their work to Council and for Council to decide if an additional event could be added to the events currently running in Cotgrave.

All of the volunteers have started working on promoting and organising the event.

The next meeting is planned for 2nd November at 5pm in the council office.

Cotgrave Futures

268 Cotgrave Futures had asked Council to replace two of the three Councillors who represent Cotgrave Town Council on the Board of Trustees at Futures.

Two Councillors have been unable to attend some meetings and at the last meeting, it left the meeting as not quorate.

269 Councillor Gable gave his sincere apologies to Council and asked for his apologies to be passed to Futures. He has not been able to attend due to his increasing work commitments.

Councillor Gable decided to stand down from the Futures board and asked if any other member of Council would take up the position.

270 Councillor Denham will be contacted and asked if his working arrangements will allow for him to continue on the Futures Board.

271 Council discussed the vacant position and Councillor Healy offered to take on the role.

272 **Resolved** : 'To write to Cllr Denham and ask if he able to continue on the Futures Board.'

273 **Resolved** : 'For Cllr Healy to represent Cotgrave Town Council on the Cotgrave Board of Trustees for the term of Council.'

Citizenship Awards 2015

274 A resident, Mrs Wood on behalf of the Women's Institute, nominated Mary Gadd for a Citizenship Award, for her long and committed service to the WI and to the community of Cotgrave.

Mary Gadd has been a member of the WI for 60 years and has helped to maintain the viability of the group.

The WI have said 'Mary has given unstinting service to the community and in particular, women and has helped in providing the women of Cotgrave with invaluable social and educational opportunities.'

275 Councillor Jeffreys also noted Mary Gadd's time running the 'Mothers Union' at Church.

276 Council decided to award, Mary Gadd with the Citizenship Award and also, to give a Citizenship Award to Women's Institute as a group, for providing a group for a long service and their contribution to Cotgrave.

277 In honour of Mary Gadd's achievement, Council will also ask for Mary if she would switch on the Christmas tree lights at the event in November.

The tree is being chosen on 24th October by some young people of Cotgrave, ready for delivery in November.

278 **Resolved** : 'To present a Citizenship Award to Mary Gadd and the WI.'

Strategic Board

279 The strategic board is due to meet again on 17th November.

The information gathered at the public consultation has not yet been finalised and released.

Allotment Insurance

- 280 The Burhill Allotment Association has decided to disband and full responsibility has been give back to Cotgrave Town Council.
- 281 Council will need to ensure the allotments are covered by public liability insurance on all allotment gardens, this is not covered in Councils main insurance policy.
- 282 Shield Total Insurance offer this cover and this could be purchased by Council on behalf all allotment holders and pay for in their yearly rent.
- 283 Council could also join the National Allotment Association at a cost of £55 +vat per year and this would give a discount of up to 25% on the insurance premium and other member benefits, including a legal helpline.
- 284 **Resolved** : 'To purchase Shield insurance and join the National Allotment Association.'

Correspondence

- 285 Nottinghamshire Association of Local Councils (NALC)
- A training course for 'How to prepare your annual budget' is offered at a cost of £25 per person.
- 286 Nottinghamshire County Council
- A letter giving the proposed changes in parking conditions near several schools has been sent. It is considering introducing yellow lines outside Candleby Lane School, which would become enforceable.
- 287 Integrated Tobacco Control Services in Nottinghamshire
- A letter informing that the contract for the integrated tobacco control service has been awarded to Solutions 4 Health (S4H).
- S4H is the largest provider of smoking cessation services in England.
- 288 Supporting Local Communities Fund 2016/17
- A letter offering Councils to submit schemes for funding in 2016/17 has been received. Any council or group can apply for funding of up to £50,000 per project, if certain criteria is achieved.
- The application for funding has to be received by 18th December 2015.
- The Clerk will place this on the agenda for discussion at the next meeting and for consideration of some further new play equipment.
- 289 Letter from a Resident
- A resident who visited the Town Centre public consultation, has written and asked Council to consider whether a public toilet could be considered when the precinct is redeveloped.
- This will be passed onto Rushcliffe Borough Council, to be noted when considering the planning of the town centre.

290 Letter from a Resident

A resident has written in with their concerns regarding the junction of Candleby Lane and Bingham Road. Cars are parking outside the estate agents, very close to the junction, and this is making it very difficult to see the approaching traffic travelling along Bingham Road towards Nottingham.

Councillor Butler will pass on these concerns to Nottinghamshire County Council Highways Department.

291 Letters from Local Businesses

Three local businesses have written to Council sharing their concerns regarding the future of the shopping precinct and some councillors speaking out, very publically, over what they believe traders wishes are.

The local businesses feel that what is being said in public, is not what is necessarily right for the traders, who will be directly affected.

The traders feel that Cotgrave Town Council should be more in touch with the local businesses and working with them.

292 Lightsource

A letter has been received from Lightsource informing that if the solar farm project is granted by Rushcliffe Borough Council, Cotgrave Town Council will be eligible for an annual community grant from the company. The grant could be £4900 per year, for the life of the project, which is expected to be 20 years.

293 Nottinghamshire Police and Crime Commissioner

An update on rural crime initiatives in Nottinghamshire has been received.

Councillors Reports

294 Councillor Brumpton has been informed of some anti-social behaviour happening around the West furlong area.

Councillor Brumpton suggested that Playdays or Ash Lea School could consider applying to the local stores, who will have funding from carrier bag sales.

295 Councillor Wood that he and three other Councillors had attended the service at the war memorial for the Cotgrave service men who perished at the Battle of Loos.

All council were invited to attend but the invite was sent with very short notice.

Councillor Shaw mentioned there would be several of these services during the next three years to commemorate all the service men who had perished during WWI.

296 Councillor Shaw asked if the Poppy Day Parade would be insured by Cotgrave Town Council.

The Clerk is in discussions with our insurance company and John Ludlam, of the Royal British Legion to arrange the appropriate insurance cover.

Councillor Shaw asked Councillor K Chewings, if he would be taking the salute on behalf of Cotgrave Town Council.

Councillor K Chewings confirmed he would be taking the salute.

297 Councillor Wilkie is arranging a meeting with Cotgrave Welfare and John Ludlam to discuss the insurance for the Festival.

298 Councillor Healy informed that Speedwatch team had been out again and only 4 vehicles were going over the speed limit.

The team has 5 locations they will be covering this month, but the equipment used, has to be used by other local villages.

299 Councillor Wilkie enquired if Cotgrave Town Council has a contract with the housing provider, Metropolitan.

A Metropolitan resident has an issue with a very large tree growing near their property.

Council doesn't have any contracts with Metropolitan.

Councillor Butler offered to try to contact Metropolitan or Rushcliffe Borough Council, to try to assist with the tree.

300 Councillor S Chewings informed Council that Erin Chewings with the Church School would be collecting food for the Trussell Trust food bank for Christmas.

301 Councillor K Chewings informed that he had been contacted by concerned residents about the finishing of the Sure Start service provided on a Thursday afternoon.

Councillor K Chewings invited Sure Start to come to a meeting and explain why the service was being removed. The Thursday group is going to close but other projects will begin but not necessarily on a Thursday.

Sure Start need to change the services to be able to reach more parents of young children.

Sure Start will be having a stall at the Christmas Lights Event, which will promote the new services and have suggested being a bigger part of the Festival and considering introducing a new family day in the summer in Cotgrave.

Sure Start have offered to talk to Playdays and offer help with more volunteers, to try to stop the group from having to disband.

302 Councillor K Chewings has been informed that some low level drug dealing is happening behind the Leisure Centre and this has been passed onto the police.

303 **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.**

Compulsory Wages Increases

304 The Clerk informed that the minimum wage had increased on 1st October 2015 from £6.50 to £6.70 per hour, for any staff receiving the minimum wage.

The National Living Wage is to become compulsory on 1st April 2016. The rate will be £7.20 and this will supersede the current minimum wage and will be paid to any staff who fall below this rate of pay.

Staff Appraisals

305 The amendments to the staff appraisal will be discussed at the next meeting.

Multi-Purpose Building - Update

306 Councillor K Chewings suggested that Council consider the information provided, but just consider the office space and costs and not a meeting room.

There being no further business the meeting ended at 9.21pm.

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