

**Cotgrave Town Council Meeting  
8th June 2016**

Present : Councillors V Wood (Chairman), R Butler, C Chewings, M Chewings, S Chewings, S Gardner, W Handbury, L Healy, C Jeffreys, J Mileham, I Shaw, A Wilkie and Y Wilson.

Apologies : Councillors H Brumpton and K Chewings.

Absent : Councillor C Denham.

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

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

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**Declarations of Interest**

840 No declarations were given.

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**Public Open Session**

841 No members of the public wished to speak.

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**Minutes of the Previous Meeting of the Annual Parish Meeting, Annual General Meeting and Full Town Council Meeting held on 11<sup>th</sup> May 2016**

842 **Resolved** : "That the minutes of the previous meetings held on 11<sup>th</sup> May 2016 be received and confirmed as a true record".

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**Progress**

843 M842 Speeding on Hollygate Lane

Councillor Butler has raised the speeding issue with Nottinghamshire County Council and it has been agreed that rubber strips will be placed on the road, to monitor the amount of traffic and their speeds.

Several councillors suggested that there are insufficient speed signs on the part of Hollygate Lane, where the speed limit has been changed from 60mph to 30mph and additional signs should be placed into the area.

The speedwatch have noted drivers are still exceeding the speed limit even when using the new speed awareness equipment.

Councillor Butler is trying to arrange for another interactive speed sign which would be located on Hollygate Lane.

844 M885 Letters to Police and Crime Commissioner

Councillor Wood wished to raise a question to Councillor K Chewings regarding the letter, but due to him not being able to attend, he would raise the question at the next meeting.

845 M894 Fly Tipping at Smiths Round Hill

Council noted the removal of the fly tipping at the woods near Flaxendale. The work had been completed by The Vale of Belvoir Rotary Club.

The Clerk has written to the Rotary Club on behalf of Council and thanked them for the excellent job they have done.

Councillor Shaw mentioned that someone had fly tipped at the land at The Dial and then set fire to it. He and his wife had cleaned it up.

846 M917 Working Groups – Business Group

The working group arranged a first meeting with local businesses and this was attended by fourteen local businesses.

The businesses came from all areas within Cotgrave and discussed a variety of matters including the changes planned for the precinct.

The businesses felt this group should meet again and a second meeting will be planned for in two months' time.

847 M926 Insurance for Cotgrave Festival

The overall festival risk assessment is being completed and to be sent to Council's insurers for approval and they will provide the insurance documents.

The Festival volunteers had asked whether Council would want to consider purchasing 'pluvial insurance' for the event, in the case of bad weather and the event needing to be cancelled. Council has a budget of £2k provided for this each year and this would cover any costs.

848 M937 Cotgrave Community Projects with the Rock Church

Councillors K Chewings, H Brumpton, Y Wilson and the Clerk met with two members of the Rock Church, to discuss ideas for a community project with which the Rock Church could help with.

The councillors shared project ideas including the food abundance scheme, where fruit and vegetables are harvested and excess are given or exchanged for a small donation within the local community and money can then be used for other projects within the community. Also discussed was a wild flower meadow idea or additional work within the Cotgrave Country Park.

The Rock Church were going to consider all the suggestions with their volunteers and contact with which project they would be willing and able to help with.

849 M938 SpeedWatch

The speedwatch team have been recording speeds on several roads in Cotgrave and when the new police equipment is not available to use, they have been using the speed gun. It is noted when using the speed gun, there is significantly more cars noted speeding and continue to stay above the speed limits.

This information will be written up in a report and sent to the police, with a request for the police speed camera van to set up in Cotgrave, especially on Hollygate Lane.

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**Planning Minutes**

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

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**Financial Matters**

851 Payments

**Resolved:** "That the payments made since the previous meeting totalling £35120.62 as recorded on page 4 be approved and the invoices awaiting payment be paid".

**Matters Arising**

- 852 No matters arising.

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**Financial Statements**

- 853 Members considered the May 2016 statement as reproduced on the inside cover of the minute book.
- 854 At the end of May 2016 Council has £354,260.92 in the Co-op Bank Accounts and £72.00 of unrepresented cheques outstanding.
- 855 At the end of May 2016 Council has £82726.64 in the NatWest Bank.

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**Financial Accounts for Year Ending 31<sup>st</sup> March 2016**

**Internal Auditor Report**

- 856 Council received the Internal Report provided by David Slight, the appointed internal auditor.

The report did not show any areas of concerns within the accounts or the council's recording of all financial transactions.

The Internal Auditor did advise that Council should consider whether to continue holding the majority of its funds with the Co-op bank or to change bank provider, in light of information in the public domain highlighting concerns with the large losses the Co-op bank has made recently.

PAYMENTS MADE – TOWN COUNCIL MEETING 8 <sup>TH</sup> JUNE 2016					
Date	Company	Invoice No	Details	Powers	Amount
26.4.16	Cotgrave Futures	007P	Photocopying	1	18.48
21.4.16	Hydro-X	84634	Water Test Pavilion	1	108.00
15.4.16	J A kent Services	52364	Grds Maintenance April	1	735.58
14.4.16	Landscape Supply	2683	Spray Suits, Hi Vis Waistcoats	1	47.67
7.4.16	Market Shop		Hardware	1	59.04
27.4.16	Mrs J Stephenson		Reimbursement for Council Expo and Advert for Safari Sale	1	47.65
11.5.16	Tim & Vonnie Daykin	53	Cemetery Tree work	1	325.00
25.4.16	L Wright	138	Cotgrave Futures Window Cleaning	1	45.50
25.4.16	L Wright	137	CTC Window Cleaning	1	40.00
11.5.16	Trent Bridge Community Trust		Grant	1	1250.00
			Youth Provision	1	2500.00
May 16	Notts CC		Pension Fund Shortfall	1	3840.00
6.5.16	Notts CC Supplies	1552131	Detergent	1	13.08
4.5.16	Mick Dutton & Son	10847	Water Bowser	1	2940.00
24.4.16	UK Fuels	925280	Fuel	1	157.46
11.5.16	Mr V Wood		Reimbursement for Postage Stamps	1	66.00
16.5.16	Spring Meadow		Grant	1	235.45
11.5.16	David Slight		Internal Audit 2015-16	3	150.00
9.5.16	WPS Insurance	94860	Motor Policy	1	294.23
11.5.16	WPS Insurance	94911	Commercial Combined Insurance Policy	1	3452.29
26.5.16	Notts CC	621545	April Salaries	1	11253.61
2.6.16	Veber	1285- 44278	Data Back Up	1	13.20
9.5.16	Opus	60257484	Sportsground Electricity	1	37.63
20.5.16	Titan Telecoms		Faxline	1	14.03
13.5.16	Arco	927324368	Safety Boots	8	85.39
17.5.16	Halls Locksmiths	124990	Parks Padlocks & Keys	1	1052.84
20.5.16	Hydro-X	85315	Water Treatment at Sports Pavilion	1	192.00
13.5.16	Mr A Mark		Cotgrave Festival Expenses	9	22.70
10.5.16	Mick Dutton & Son	10872	Scag Belts/Oil	1	129.34
9.5.16	NALC	139	Local Review	11	17.00
13.5.16	Rialtas	24897	Year End Closedown	1	618.66
26.5.16	Streetwise	11042	Repair Springer at Cotgrave Futures	1	128.79
24.5.16	Premier 1 (UK) Ltd	2350	Flower Baskets	1	3930.00
26.5.16	Adlard Print	14434	Summer 16 Newsletter	4	1300.00
			<b>TOTAL</b>		<b>35,120.62</b>

1. Local Government Act 1972 Section 11 – 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 – subscription to Local Government Association
12. Quality parish & Town Council Scheme 2003
13. Local Government Act 1972 Section 133 – provision of a parish building
14. Public Trustee Rules 1971
15. Protection from Harassment Act 1997
16. Data protection Act 1998
17. Occupiers 'Liability' Act 1957 Section 2

#### **Approval of the Annual Governance Statement for Grant Thornton**

857 Council read and considered the 9 statements contained on the Grant Thornton document and agreed that statements number 1 to 8, are all to be answered with a yes and statement number 9 is not applicable to this Council.

858 **Resolved** : 'Council all in agreement of the statements on the Grant Thornton Annual Governance Statement.'

#### **Accounts Statement**

859 Council considered the accounting statement figures for year ending 2015/16 and agreed that the figures agreed to the information provided by the Clerk.

860 **Resolved** : 'Council all agreed the figures were correct for year ending 2015/16.'

#### **New Bank Accounts**

861 The Clerk had produced a report offering information on three different banks and the accounts they could offer to Council.

862 The report gave details on HSBC, TSB and Natwest and the cost of the account and the amount of interest being offered in the savings accounts.

863 Council consider the bank details and accounts offered.

864 Councillor Healy proposed that Council move the current account to HSBC, who are offering free banking for the first year and Councillor Shaw seconded this.

865 A vote was taken 8 councillors in favour, 4 against and 1 abstention.

866 **Resolved** : 'To move the current account from the Co-op to the HSBC Bank.'

867 Council also wished for the Clerk to find information from Lloyds and other banks regarding interest rates offered on any savings accounts.

### **LightSource Community Benefit Funding**

- 868 Council discussed how the community fund could be used within the community.
- 869 Councillor M Chewings suggested asking if Positive Futures could use some funding for their apprentices, to allow them to have more training and skills to share with other young people.
- 870 Councillor Wilkie suggested offering funding to Positive Futures for training of their staff to be qualified as boxing coaches.
- 871 Councillors Healy and M Chewings suggested arranging an event for the older members of our community.
- 872 Councillor Wood suggested putting some of the funding towards the Cotgrave Festival and the opening of the new play park on Ringleas, when it has its opening event.
- 873 Councillor Wilkie would ask the Cotgrave Welfare about what the costs of holding an event would be for the older people of the community and share this with council at the next meeting.
- 874 Council decided to defer the spending of the community benefit until further investigation of costs and projects are available for full consideration.
- 875 The community funding will be discussed again at the next meeting.

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### **Council Meeting Dates 2016-17**

- 876 The Clerk asked Council to consider amending the meeting date for July 2016 to 20<sup>th</sup> July from 27<sup>th</sup> July, as several Councillors would need to give apologies and before the break-up of the schools for the summer holidays.
- 877 **Resolved** : 'To amend the date of the July Meeting, from 27<sup>th</sup> to the 20<sup>th</sup> July.'

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### **Working Group Update – Bonfire Event**

- 878 Council have decided to create a working group to look at how to improve the bonfire event.
- 879 Councillors Wilkie, M Chewings, K Chewings, Wood and S Chewings, have offered to work together on this event and form the working groups.
- 880 The group will arrange a meeting to discuss ideas and share them with Council at a future meeting.

### **Working Groups Update – Cotgrave Business/Regeneration Group**

- 881 Two members of the business working group attended a two day seminar on 'Future High Streets' and a follow up seminar has been offered. The cost of attendance would be £99 per person.
- 882 The working group asked if any members of council would like to attend the follow up seminar.

883 Councillors declined the offered and Councillors Wood and Healy asked if they would be allowed to attend.

884 **Resolved** : 'To allow Councillors Healy and Wood to attend the Future High Street Seminar on 13<sup>th</sup> September 2016.'

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### Council Play Areas & Amenities

#### Play Area Inspections carried out on 29<sup>th</sup> April 2016.

885 Ring Leas

In good order.

886 Maddison Park

In good order.

Cricket Strip – Evidence of moss growth – sprayed by CTC Staff

887 The Green

Satisfactory.

Safety wet pour surface has signs of shrinkage near the bench- monitoring.

Swing Pod – monitor the bushes and bolts.

Large Multi Play Unit – Roof rotting on edges – quote to replace

Large Multi Play Unit – plastic chain covers –quote to replace

Small Multi Play – Holes in timber – repaired by CTC staff

Small Multi Play – Bolt, Screw & Cap Missing – repaired by CTC staff

Bench & Table – Loose – Tighten up by CTC staff

Maze Game – Wheel not turning properly – adjusted by CTC staff – monitor

Swings – chain showing signs of wear- quote to replace.

Bin – Sharp edges on one bin – Repaired by CTC staff

Clean out grates – ongoing

Weeding - ongoing

Litter bin lids - missing

888 Cotgrave Futures

In good order.

Four seat spring rocker – spring has loosened, repair already on order.

Multi Play – Chains are rusted & not age appropriate – Removal arranged.

Multi Play – Climbing Board – starting to rot at base – quote to replace.

889 Broadmeer

In good order.

Infant Swings – Chains showing signs of wear – monitoring

Infant swings – Seats worn – Seats transferred from Green, new seats ordered for Green.

See-Saw – Stiff and making a noise – Greased by CTC staff.

890 Former Tennis Courts (MUGA)

In good order.  
Astro Surface – damaged by fire – monitor  
Graffiti – Found some offensive graffiti – Removed by CTC staff.  
Fencing – Some areas of damage, caps burnt leaving sharp edges – Repairs by CTC Staff

891 Grassmere

Satisfactory.  
Cradle and Junior Swings rubber seating is being monitored.  
Swings – Chains showing signs of wear – monitor  
See Saw - making a noise – Greased by CTC staff  
Goalposts have become loose – packed base by CTC staff  
Skate Ramps – rusting at edges – require painting and edges refitted.  
Multiplay unit 1 – metal sheeting has moved and caps missing – caps replaced by CTC staff  
Bark Surface – Bark is low – quotation for additional bark top up.

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

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**Inspection Report for Other Facilities 16<sup>th</sup> May 2016**

893 Pavilion

Main Gate – In good order.  
Access Gate – In good order  
Roller Shutters/Main Door – In good order  
Windows – In good order  
Changing Rooms – Untidy/damage to plaster in 3 areas – Colts to carry out repairs and tidy.  
Storage Rooms – In good order.  
Toilets – toilet to side of showers still out of order- Untidy – Colts to tidy  
Shower Block – In good order.  
Kitchen – In good order  
Kitchen – In good order  
Exterior of Building – In good order, needs wire mesh to cover vents – CTC staff to complete  
Grounds – Drainage – area very wet near gates – CTC staff to investigate  
Grounds – Rubbish near gates – Colts to remove  
Meter Cupboard – In good order  
Fire Equipment – x5 extinguishers and fire blanket in place.

894 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  
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.

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895 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 – Bolts protruding, need grinding down – Completed by CTC staff  
Vehicle Restrictor – in good order  
Marie Curie Plaque – in good order

896 Eastmoor ( RBC maintained)

Shrubbery – needs cutting back  
Cleanliness – in good order  
Fencing – In good order, piece of kneeling rail removed.  
Litter Bin – In good order

897 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

898 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, repair ordered, expected August/September.  
Hawthorne Avenue Trees – in good order  
Grit Compound – in good order.  
Vandalism – None reported or found

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

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**Ringleas Play Area**

900 The Ringleas play area will be started on 20<sup>th</sup> June 2016 and take up to three weeks to complete. The park will be open again by 11<sup>th</sup> July 2016.

901 Councillor Wilkie suggested that the park opening event is a teddy bears picnic with a BBQ and Ice cream stall on site. Also playing of music, if a performing licence can be obtained.

Councillor Wilkie suggested the event could be on a Saturday and run for two hours.

902 Nottinghamshire County Council would need to be invited to any event, because they have given a large grant towards the project.

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903 Council asked the Clerk to contact the Chairman of Nottinghamshire County Council and two dates in September have been suggested. Saturday 10<sup>th</sup> or Saturday 17<sup>th</sup> for consideration.

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#### WEEElie Bin

904 WEEElie Bin are offering a recycling bin for the disposal of electrical items apart from light bulbs, fluorescent tubes and fridges.

905 The bin is an 1100L container, which is exchanged with a new bin when it becomes full.

906 The cost of the bin is £230 +vat and when the contract is stopped, the initial fee is returned.

907 The Leisure Centre have agreed to allow the bin to be placed in their car park, along with all the recycling bins.

908 Council hoped this would help to prevent flying tipping in the local area.

909 **Resolved** : 'To hire a WEEElie Bin for disposal of electrical goods.'

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#### Standing Orders

910 Council considered the eleven points to be changed with in the Council's Standing Orders recommended by the working group.

911 Councillor Wilkie commented on the working parties recommendation regarding the giving of apologies at short notice, and would not wish to give personal details of illness, if he could not attend.

The Clerk would not ask for any personal information from Councillors who could not attend, only note a brief reason for non-attendance.

912 Councillor Wilkie asked that Council should write to Cotgrave Futures and ask for permission to hold its meetings there.

The Clerk will write to the Board of Trustees, for this permission.

913 Councillor Jeffreys proposed the recommendation, apart from the writing to Cotgrave Futures and Councillor Handbury seconded this.

914 **Resolved** : 'To amend the Cotgrave Town Council Standing Orders.'

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#### Clerks Report

915 The Clerk informed that the baskets on lamp post number 8 and 11 on Candleby Lane have been removed. This is due to the failing of the lamp post testing carried out by Nottinghamshire County Council.

The Clerk has asked if any other lamp posts could be used, if not, the flowers will be planted up in the large tubs and village planters.

### Correspondence

916 Nottinghamshire County Council

A letter has been received to inform that Nottinghamshire County Council has signed a contract with Via East Midlands to deliver highways services in Nottinghamshire.

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### Councillors Reports

917 Councillor Wilson had attended a Rock Church service and hopes to help them find a community project.

Councillor Wilson noted that there had been some anti-social behaviour on Cotgrave Country Park, fires and lots of empty cans and fish scales are being found on the park, this had been discussed by the Friends of Cotgrave Country Park.

The Clerk would report this to the police.

918 Councillor Mileham had received a complaint from a resident, who had been approached by a company selling replacement windows and the salesman was very aggressive.

919 Councillor Healy noted the grass on Bakers Close had been cut again by Cotgrave Town Council staff and wished to thank the ground staff

Councillor Healy still could not find out who should be responsible for cutting the grass.

920 Councillor Shaw enquired if the bus stop and interactive sign at Mensing Avenue would be replaced.

Councillor Butler informed that the bus stop would be replaced, but it was being sorted out by insurance companies, but was unsure if the bus shelter would be the same as the one damaged in the accident.

921 Councillor Wilkie commented on the repair to the junction of Woodview and Ringleas, but noted that it was not a good repair and the whole road was in a very poor state.

Councillor Butler had noted the repair and felt it was not repaired adequately and will contact Highways.

922 Councillor S Chewings commented on Scotland Bank, the area is still looking very untidy and in a poor state and most of the properties are looking vacant.

Councillor S Chewings had received complaints from residents on Rivermead when the groundwork was being carried out, in preparation for the demolition of Scotland bank, the work was very noisy and residents had not been informed.

Kath Marriott, of Rushcliffe Borough Council stated a licence had been granted to allow for the work and believed that the residents had been informed.

Residents are moving out of Scotland Bank when they find a house they wish to move to and property guardians are moving into the houses for a short period.

A planning application for the employment units on Colliers Way and for the demolition of Scotland Bank will be presented to the Council very soon.

923 Councillor Wood noted the very loud music in Cotgrave over the previous Saturday evening and asked if there had been an event in Cotgrave.

Councillor S Chewings said the music was from the Detonate Festival being held at Colwick Park and the sound had travelled across.

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There being no further business the meeting ended at 8.52pm.

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