

Cotgrave Town Council Meeting
7th September 2016

- Present : Councillors V Wood (Chairman), R Butler, S Chewings, M Chewings, S Gardner, W Handbury, L Healy, C Jeffreys, J Mileham, Y Wilson.
- Apologies : Councillors C Chewings, K Chewings, C Denham, I Shaw and A Wilkie.
- Absent : Councillor H Brumpton.
- In Attendance : The Clerk.

The meeting was held at Cotgrave Futures and started at 7.00pm.

Declarations of Interest

- 1029 No declarations of interest were given.

Public Open Session

- 1030 No members of the public were in attendance.

Minutes of the Previous Meeting of Full Town Council Meeting held on 20th July 2016

- 1031 Councillor Healy noted that minute 1017, should read, a report as promised was produced for Councillors and the police giving details of speeding within Cotgrave compiled by the Speedwatch Team.
- 1032 **Resolved** : The minute will be amended, as agreed by Council.
- 1033 **Resolved** : "That the minutes of the previous meetings held on 20th July 2016 be received and confirmed as a true record".

Progress

- 1034 M994 SLCC 42nd National Conference

The cost of the 42nd National Conference being attended by the Clerk, has been reduced in cost, after the main sponsors have agreed to pay towards the fixed costs of running the event.

The cost of the conference will be £295 plus £37 Vat.

- 1035 M998 Ringleas Park

Councillor W Handbury had visited the Ringleas play park after council had received complaints regarding anti-social behaviour. He noted that some properties surrounding the park perimeter were noisy and using bad language.

He also noted that the age group using the park were older youths, who were all enjoying themselves and not making a lot of noise.

- 1036 The Clerk has received an email from one of the residents who had complained about the noise and bad language on the park and they had now noted the noise has reduced, as had the use of bad language and the park was being enjoyed by many residents.

1037 M1007 Vale First Responders

Councillors Wood, Butler and Healy attended the invitation to Queen's Award for Voluntary Service given to Vale First Responders at a ceremony on 2nd September, 2016 at Langar Hall.

Councillor S Chewings gave her apologies, as she was not able to attend.

1038 M1008 House on Burhill

The Clerk has contacted the housing officer for Waterloo housing regarding a two bedroomed house that could be empty and the housing officer informed that the landlord was aware and hoped the house may be available for re-letting soon and Waterloo would be tidying the garden up.

1039 M1010 Bus Travel from Cotgrave

Resident, H Burrows, commented that the bus number 852 was run by Nottsbus and is a very under used service, mainly because the journey takes 42 minutes from Cotgrave to get to Radcliffe on Trent.

A suggestion for a bus which may get more use, would be a bus from Keyworth via Cotgrave, then to Radcliffe on Trent and finishing at Bingham. This would allow residents to connect at Bingham with buses to Grantham and a connection could be made to Melton Mowbray by changing at Plumtree cross roads.

Councillor Wilson noted that residents were asking if the Melton Mowbray bus could go through Cotgrave, especially on market days.

1040 M1013 Cotgrave Country Park

Resident, H Burrows updated the information provided by Councillor Brumpton at the last meeting, the number of traveller caravans on the Cotgrave Country Park was 11 and not 22 as stated and the Friends of Cotgrave Country Park were not involved in the clean-up, this was completed by a Nottinghamshire County Council contractor.

Councillor S Chewings gave her apologies, as she was not able to attend.

1041 M1014 Rushcliffe Borough Council

Kath Marriott, from Rushcliffe Borough Council could not attend the council meeting due to unforeseen circumstances, but have informed that the plans were on show in the library and the planning application had been submitted.

Councillor S Chewings noted the fencing had been placed around the perimeter of the Scotland Bank site.

1042 M1023 Hedges on Nottingham Road

Councillor Handbury noted that the hedges on Nottingham Road surrounding the field which has solar panels located in, were growing out over the pavement and was it the responsibility of the solar panel company to maintain the hedge.

Councillor Butler informed that any hedges and trees growing over the public footpath, the concern should be sent to Nottinghamshire County Council and they will arrange for the area to be maintained.

Councillor Butler would inform Nottinghamshire County Council.

Council agreed that the hedges needed to be maintained appropriately, to reduce the view from the road of the solar farm.

Review of the Personnel Committee Meeting held on 10th August 2016

- 1042 Councillor Wood presented the minutes and took any questions.
- 1043 Councillor Wood noted the next meeting will be held on 21st September 2016 and will make arrangements for staff appraisals to take place.
- 1044 It was noted that it is a good policy to review staff with appraisals on a regular basis.

Planning Minutes

- 1045 **Resolved** : 'To confirm the planning minutes recording the decisions taken by Council and those of the Planning Authority'.
- 1046 Council decided to defer planning application 16/0236/FUL until the extraordinary meeting being held on 14th September 2016, where council will discuss taking potential new office space in the multi-service building.

Financial Matters

- 1047 Payments
- Resolved:** "That the payments made since the previous meeting totalling £101979.43 as recorded on page 4 be approved and the invoices awaiting payment be paid".

Matters Arising

- 1048 No matters arising.

Financial Statements

- 1049 Members considered the July 2016 statements as reproduced at the back of the minute book.
- 1050 At the end of July 2016 Council has £305,058.08 in the Co-op Bank Accounts and £81585.85 of unrepresented cheques outstanding and no outstanding receipts.
- 1051 At the end of July 2016 Council has £82736.96 in the NatWest Bank.
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PAYMENTS MADE – TOWN COUNCIL MEETING 7TH SEPTEMBER 2016					
Date	Company	Invoice No	Details	Powers	Amount
	<u>JULY</u>				
30.6.16	Proludic	7797J4417	Ringleas Play Area Equipment	1	79,845.59
18.7.16	Mrs J Stephenson		Safari Sale Advert	1	20.40
3.7.16	Talk Talk	15339299	Telephone	1	33.91
2.8.16	Veber	1285-44463	Data Back Up	1	13.20
13.7.16	Titan		Faxline	1	14.16
9.7.16	Opus	60571821	Pavilion Electricity	1	35.88
27.6.16	Notts CC	91867085	June Salaries	1	7895.45
21.7.16	Rock Church		Grant for Playdays	1	425.00
	<u>AUGUST</u>				
31.7.16	aps	11073	Cut Off Broken Padlock	1	30.00
4.8.16	Mick Dutton & Son	11066	Scag Belt, PTO Shaft, Welding	1	339.36
18.7.16	J A Kent Services	52719+52763	July Services and Pit site mowing	1	1023.59
22.7.16	Notts CC	91881541	DBS Check	1	56.00
25.7.16	Notts CC Supplies	1564866	Litter Picker/Refuse Sacks	1	112.32
3.8.16	WPS	23096979	Increase Building Insurance	1	99.73
8.8.16	Lous Household		Buckets, Battery	1	14.00
31.7.16	UK Fuels	934827	Fuel	1	266.06
12.8.16	Arbex	868	Remove dying Chestnut Tree	1	330.00
16.8.16	Mrs J Pick		Reimbursement for Postage Stamps	1	41.76
9.8.16	Hags SMP	45942	Wetpour Cotgrave Futures	1	922.96
17.8.16	L Wright	165-166	CTC and CF Window Cleaning	1	61.98
Aug 16	Talktalk		Telephone	1	35.32
Aug 16	Veber	1285-44849	Data Back Up Service	1	13.20
18.8.16	Cotgrave Futures	077P	Photocopying	1	26.50
Aug 16	Notts CC	91881502	July Salaries	1	7971.28
17.8.16	Severn Trent	551151533	Forest Close Allotments	1	37.73
18.8.16	B&S Chains	29351	Swing Chains – Broadmeer Park	1	142.87
24.8.16	CCS	7782	Ink Toner	1	189.60
15.8.16	J A Kents	52867	August Maintenance	1	735.58
26.8.16	Adlard Print	14614	Autumn Newsletter	4	1246.00
			TOTAL		101,979.43

Grants Applications

- 1052 A grant application had been received from Cotgrave Social Welfare Scheme, at the previous meeting asking for a grant to help to provide two performances of the Christmas Pantomime at a cost of £1200 and council had returned the form to the Cotgrave Social Welfare, asking for some addition information, before making a final decision on the request.
- 1053 The Cotgrave Social Welfare have forwarded the addition information requested.
- 1054 The Cotgrave Welfare have amended the amount of grant required, to £900, after being given a grant of £300 from Councillor Butler.
- 1055 Additional information requested informed the total cost of hiring the show would be £1200, for the two shows, the Welfare have written to the local schools and other councillors for grant funding, but only received the £300 from Councillor Butler, the Welfare provides the venue and it costs up to £200 for the show to take place, all local schools and nurseries have been invited and there will not be an evening performance, due to the lack of public interest.
- 1056 Councillor Jeffreys offered to give £300 from her Rushcliffe Borough grant funding allowance, if they wrote to her and also agreed to invite any residents from Eton Park, who may like to attend one of the performances.
- 1057 The Clerk would inform the Welfare of this offer and give Councillor Jeffreys contact details.
- 1058 The amount of grant funding to be considered by Council, would now be £600.
- 1059 **Resolved** : 'To award a grant of £600, to support the Christmas Pantomime at the Cotgrave Welfare.'
- 1060 The additional information requested by council for the Candleby Lane School grant, has not yet been received.

Working Groups Update

Bonfire Night

- 1061 The working group need to call a working group meeting to clarify all the arrangements for the event.

Cotgrave Directory

- 1062 Three quotes have been received to print the Cotgrave Directory and they range from £680 up to £1860 for 3000 copies.
- 1063 The remaining directory group, will need to meet and discuss how to distribute the directory.
- 1064 **Resolved** : 'To give the printing contract to Temple Printing at a cost of £680.'

Business Group

- 1065 The second official meeting of the business group will be arranged following the planning applications for the precinct and multi-service building have been made public.
- 1066 The business group meeting will meet to pick a date and write an agenda for the second meeting.
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Positive Futures

- 1067 Positive Futures has been awarded an extension of four years, to continue to deliver the project to work with young people, but not within Cotgrave.
- 1068 Cotgrave Town Council decided to continue financially to support the project within Cotgrave and has allowed for the continued engagement of young people within Cotgrave.
- 1069 The financial support provided, has allowed for the continuation of lunch clubs in the local schools, three times a week, after school and gym sessions, and holiday activities. All sessions are well attended.
- 1070 Positive Futures have helped with preparing Santa's Grotto and Cotgrave Festival.
- 1071 Positive Futures have asked if Council would consider funding the Cotgrave project for the next four years, in line with the current project extension until December 2020, this would allow for the continuation of all the projects that are already well established.
- 1072 The project would allow addition 'Peer Mentors' to be established at Cotgrave to help with the young people and give others an opportunity to receive qualifications.
- 1073 Positive Futures have requested £5304 per year, to start from January 2017 and this funding would deliver two local apprenticeships and many holiday club sessions and community support for the young people.
- 1074 Cotgrave Town Council already provide £2500 for youth provision within the 2016/17 budget.
- 1075 Cotgrave Town Council support this project and would like to see it continue and give other young people many opportunities.
- 1076 Council discussed this request and wished this to be included into our budget for the next four years.
- 1077 **Resolved** : 'To pay £5304 to Positive Futures per year, for providing youth provision until December 2020.'

Play Parks Inspection Reports

- 1078 The quarterly play park inspection took place on 29th July 2016, carried out by Streetwise Environmental. The inspection highlighted the following concerns:-

Multi Use Games Area

Offensive and general graffiti – groundstaff removed.
Damage to piece of fencing – recommend repairs to prevent cuts
Caps Missing – groundstaff to replace
No Dogs sign missing – replace (order from AR Signs)

The Green

Large Multi Play
Bolt under bridge pulling through the metal – Groundstaff repaired.

Small Multi Play
Cap Missing off the underside of platform – Groundstaff Replaced.
Bench Loose – Groundstaff tightened up.

Pod Swing

Chain links and inserts are showing signs of wear – replace before they reach 40% wear - Monitor

Wet Pour Surface

Some of the wet pour is lifting around the green bench – Monitor

Broadmeer

Stand on Springer

Foot grip is loose – Groundstaff have tightened up.

Infant Swings

Chains showing signs of wear. New chains fitted.

Junior Swings

Chains links are showing signs of wear. Monitor. Replace before 40% wear is reached. New Chains Fitted.

See-Saw

Structure is in good condition solid and stable but making a noise when moving – investigate if the bearings have worn – Groundstaff have looked at this and there are no bearings worn – no longer making a noise - monitor

Bin

Bin in reasonable condition but the door and lock are damaged. New bin installed.

Madisson

Cricket Strip

Evidence of moss growth – Groundsman Sprayed/Bushed.

Cotgrave Futures

Surface

Grills blocks and may be backing up causing the wet pour to sink – Groundstaff unblocked.

Grassmere

Swings

Chains are showing signs of wear – **monitor**

Skate Ramps

Structures in reasonable condition and solid and stable but showing signs of rusting and lifting at edges. – recommend they be re-painted and edges refitted down.

Adults and Junior Goals

Large goals are a little loose at the base and leaning – recommend packing the base to stabilize and straighten. Groundstaff have stabilized.

Stand on Swing

Snap links are showing signs of rust.

Ringleas

Signs

In good condition, but require cleaning. Groundstaff cleaned.

Gates

In good working order but the gates on Ringleas require painting – Groundstaff to paint.

1079 Council considered the report and noted the ongoing work required.

1080 **Resolved** : 'To accept the report'.

Nottinghamshire Association of Local Councils – 71st Annual General Meeting

1081 The 71st Annual General Meeting of the Nottinghamshire Association of Local Councils is to be held on Wednesday 16th November at Epperstone Village Hall, starting at 7.30pm.

1082 This year the speaker will be John Connell, Head of Neighbourhood Policy at DCLG, who will talk about the Importance of Parishes in Running Services.

1083 In accordance with the constitution of the Association, every member council is entitled to appoint two voting members to attend the Annual General Meeting. All members of council may attend but only two may vote.

1084 If any councillor may wish to attend, please contact the Clerk.

Hawthorn Avenue – Tree Work

1085 Several complaints have been received regarding trees, especially two large cherry trees on Hawthorn Avenue where the roots are causing concern with a resident's drive.

1086 A quote was received for removing two small hawthorn trees and two large cherry trees at a total cost of £620.

1087 Council asked the Clerk to get some more quotes for removing the trees and re-present the item at the next meeting.

Christmas Lights Event

1088 The Christmas Lights Event will be held on Friday 25th November 2016, from 3 – 5.30pm.

1089 The council administration staff will order the Christmas Tree from Cadeby Tree Trust, arrange for the PRS licence, to allow music to be played at the event, contact local community groups for stalls, arrange the children's entertainment and fair rides, send out the posters for the Christmas competition and liaise with Positive Futures, Rock Church and all volunteers who wish to help with the event.

1090 Rushcliffe Borough Council have agreed that an empty shop will be available to use for Santa's Grotto.

1091 Council discussed the community funding supplied by Lightsource and felt it should cover all the costs of the event.

1092 Councillor Jeffreys offered to give a grant of £100, towards the Christmas Lights Event from her Rushcliffe Borough Council allowance

The Clerk will write to Councillor Jeffreys.

1093 The Council administration will arrange a meeting for any volunteers who are willing to help will the event.

1094 **Resolved** : Lightsource Community Fund to cover the costs of the Christmas Lights Event 2016.'

Clerks Report

1095 An email has been received complaining about the amount of litter and broken glass on the multi-use games area.

1096 The Clerk has been and checked the area and noted a small amount of litter and some chards of glass and has now arranged for the area to be deep cleaned.

Correspondence

1097 Invitation for Councillors to attend Cotgrave FC Medals Presentation

Councillors have been invited by Cotgrave FC, to attend the 20th Cotgrave FC Summer Cup Event, to help present the young children with their medals for taking part in the Football Festival.

1098 Email from Resident

A resident has written suggesting they would like to consider bringing some major investment into Cotgrave.

The email has been given to Rushcliffe Borough Council to consider, because the areas it addresses do not belong to Cotgrave Town council.

1099 Police Crime Figures for July 2016

Date	Crime	Location	Items Taken
1.07.16	Theft from Vehicle	Sainsbury's car park	Van broken into
2.07.16	Theft	Woodgate Close	Stone bird bath
5.07.16	Burglary Other	Cotgrave Health Centre	Window smashed
5.07.16	Criminal Damage	Owthorpe Road	Damage to garage – known offender
7.07.16	Possession of controlled substance -Drugs	Multi-use Games Area.	
12.07.16	Burglary Dwelling	Whitelands	Offender disturbed
15/.07.16	Theft	Bingham Road	Caravan stolen
22.07.16	Burglary Non Dwelling	Colliers Way	Attempt Burglary, damage to shutters
25.07.12	Criminal Damage	Crosshill	Damage to Vehicle – named offender
26.07.16	Burglary	Broadmeer	TV stolen
28.07.16	Burglary Non Dwelling	High Hazels Road	Damage to shutters

Police Crime Figures for August 2016

Date	Crime	Location	Items Taken
8.08.16	Burglary	Vine Farm Close	Cash boxes & Jewellery
12.08.16	Criminal Damage	Eastmoor	Damage to Window
14.08.16	Theft	Hollygate Lane	Tree Stolen
17.08.16	Burglary Non Dwelling	Hollygate Lane	Plant Equipment
20.08.16	Criminal Damage	Woodview	Damage to door
23.08.16	Criminal Damage	Marlwood	Damage to door
28.08.16	Theft	Colston Gate	Caravan stolen

1100 Police and Crime Commissioner Newsletter

The Police and Crime Commissioner newsletter, The Beat, has been received for August 2016.

Councillors Reports

1101 Councillor M Chewings noted the weeds were still growing up the edge of some roads, some had been removed by the street cleaner. Council staff are working to remove the weeds on the streets that the street cleaner could not clear.

1102 Councillor S Chewings noted that the British Telecom's building located on Bingham Road, all the bushes surrounding the property are very overgrown. The bushes are coming over the footpath and the rear of the building.

Council administration will contact BT and ask for the area to be maintained.

1103 Councillor S Chewings had seen a post on Facebook, on the Cotgrave Noticeboard page, that a resident had thanked some councillors for helping her to get a school place for her child after recently moving into Cotgrave, and also the resident had thanked the local community for all the help she had received.

1104 Councillor Healy mentioned that the grass at Bakers Close, has now been adopted by Rushcliffe Borough Council, but the grass has not been cut for a long period of time.

1105 Councillor Healy noted that the lock 7, on the Grantham Canal has had problems again, the water levels drop and the fish then die, it is an unpleasant sight for all to see.

Canals and River Trust have not accepted responsibility for this happening, and a resident has written to the Trust and he has received a reply today, but has not yet read all the information contained in the letter.

The Friends of Cotgrave Country Park will be told of the contents of the letter at their next meeting.

Councillor S Chewings stated that the canal had been dredged in 2013 and this process had damaged the lock.

Councillor Handbury was concerned that the water coming from the housing development may be a cause of some contamination.

- 1106 Councillor Butler informed that Plumtree Road upto the Clipstone turning, was to be resurfaced over the autumn half term and the road would be closed for one week for the work to be carried out.
- 1107 Councillor Wilson noted that youths were still entering the bowls club area in the evening and small aerosol canister were being found on a regular basis. The Bowls Club have report this to the police.
- 1108 Councillor Wilson had received complaints regarding cyclists on the canal footpath, who don't move over to allow others use the path or ride up behind walkers at speed and can be rude when the pedestrians do not give way.
- 1109 Councillor Mileham had been approached by a dog walker, who had heard that Council were considering changing Maddison Field. The walker asked if it could left as it is and use for all dog walkers, but provide additional bins.

This information will be discussed by the Parks working group.

- 1110 Councillor Wood informed that he and the Clerk would be attending the Council Expo at Worcester on Friday.

Councillor Wood and Healy would be attending the second Digital High Street seminar on 13th September.

Councillor Wood and the Clerk would be attending the Strategic Board meeting on the 20th September.

A company, Shared Access, have requested a meeting on 20th September to discuss if communication can be improved in the area.

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There being no further business the meeting ended at 8.30pm.

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