

Cotgrave Town Council Meeting held on 12th July 2017

Present : Councillors H Brumpton, R Butler, K Chewings, M Chewings, W Handbury, S Ellis, S Gardner, L Healy, C Jeffreys, J Mileham, P Pearson, I Shaw, A Wilkie (7.10pm) and Y Wilson.

Absent : Councillor Denham.

In Attendance : The Clerk and one member of the public.

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

Election of Chairman

1819 Councillor Jeffreys was nominated by Councillors I Shaw and Y Wilson.

1820 There were no other nominations.

1821 All Councillors voted in favour.

1822 **Resolved** : "That Councillor Jeffreys serve as Chairman until the next Annual General Meeting"

1823 The Chairman's Acceptance of Office form was duly signed.

1824 Councillor Jeffreys wish to record a 'Vote of Thanks' to Vance Wood, for all his hard work and commitment to Cotgrave Town Council and the residents of Cotgrave.

Declarations of Interest

1825 Councillor Butler declared an interest in a planning application, as he is the applicant. During the discussion of this planning application, Councillor Butler will leave the room and take no part in the comments made by the Council.

Public Open Session

1826 A resident, Adrian Handbury, asked if the rumours circulating Cotgrave that the precinct was not going to be changed, were true, especially as the plans in the library had stated the building work would be started in May 2017.

1827 Councillor Butler said that the building work will be done, but had slipped slightly behind the original plan.

1828 The tender for the work on the larger row of shops has been approved and the work will begin very soon, all the businesses are being informed.

- 1829 BowenWilson will not be constructing the new multi service building and the tender has gone out to other building companies and four companies have responded to the tender.
- 1830 Cotgrave Town Council has not yet been informed of which the preferred builder is. Cotgrave Town Council will ask for this information.
- 1831 Scotland Bank has been demolished and the start date of May 2017 has passed and work has not started. The project has been delayed very slightly by Rushcliffe Borough Council.
- 1832 New posters are going to be displayed in the library in August.
- 1833 The hard and soft landscape contract will go out for tender when some of the work has been completed.
- 1834 Adrian Handbury asked if the landscape plan could include an improved pedestrian access from the zebra crossing up to the shopping precinct and if the plan would be made available as soon as possible to help manage the public's expectations and stop the rumours.
- 1835 Council will ask for this information to be made available as soon as it is decided.

Minutes of the Previous Meeting of The Full Town Council held on 14th June 2017.

- 1836 **Resolved** : "That the minutes of the previous meeting held on 14 June 2017 be received, but were not confirmed as a true record".
-

Progress

- 1837 M1750 Rebecca Clarke & Adam Sinnott

Adam Sinnott & Rebecca Clarke had been in contact to ask for further contact names for contacting the Cotgrave Welfare, to help progress their idea for future childcare provision in Cotgrave.

The Clerk had provided additional names.

- 1838 M1756 Parking Legislation

PCSO Evans has provided the parking legislation from the police information system and all councillors have been given a copy.

- 1839 M1760 Speeding on Hollygate Lane

The speedgun belonging to Cotgrave Town Council is due for calibrating and the speed watch team have not been out due to members being in holiday.

The data Councillor K Chewings needs to write to Via East Midlands asking for additional road signs, has not been available due to holidays. Speed Watch team will make the information available.

Councillor Butler informed that an interactive speed sign has been approved for Hollygate Lane and this will be fitted, but will chase up an installation date.

1840 M1762 TrentBarton

A working group meeting has been arranged to meet with Trentbarton to discuss all the changes happening to the service and all councillors have been invited to attend.

The working group will discuss all the changes that have and will affect the Cotgrave Connection service including the moving from Friar Lane to Mount Street.

The original meeting also asked to discuss the V2 service but since the request TrentBarton, will not provide the service after the 23rd July 2017. YourBus will provide a similar service but if will not cover all of the V2 route.

Councillor K Chewings demanded that this meeting should be a public meeting as noted in the minutes, which had said an Extraordinary Meeting will be called with Trentbarton and residents to discuss the future changes of bus routes and provision.

Council decided that the meeting was going to be a working group meeting and could be followed by a public meeting, if necessary, after meeting with Trentbarton, to discuss all the changes to the bus service.

1841 Councillor M Chewings left the meeting at 7.47pm.

1842 Councillor K Chewings left the meeting at 7.50pm.

1843 Council voted on the decision to have a working group meeting, and to have a public meeting at a future date.

All Councillors were in favour apart from Councillor Wilkie who abstained.

1844 **Resolved** : The Chairman will uphold the resolution and will arrange a meeting at a future date.

1845 M1764 Proposed Canal Bridge and Planning Application

The Clerk has contacted Rushcliffe Borough Council planning department requesting an update on any variations received from Barratts regarding removing the bridge from the original planning application.

The planning officer, Andrea Baxter, has confirmed that she has not received any new correspondence regarding changing from the original planning application or to remove the bridge from it or for any other variation.

1846 M1765 Royal Mail Letter Box on Owthorpe Road

Councillor Shaw has received a letter from Royal Mail, Collections Manager stating that a post box should be reinstated on Owthorpe Road, near the junction with Risegate, by 5th September 2017.

1847 M1769 Hopkins Solicitors

The Clerk has written to the Solicitor and requested that all the questions sent by email and verbally given by Councillors have been answered.

The Solicitor has responded and stated all the questions have been answered, and some changes to the lease have removed from the original questions.

This has held up the decision needed to be considered by Council.

1848 Councillor Shaw does not consider all the questions have been answered by the Solicitor and Councillor Shaw proposed that Council arrange an extraordinary meeting, to discuss the terms of the lease.

This was seconded by Councillor Ellis.

1849 Councillor Ellis suggested that a working group should prepare a financial cost benefit analysis, to decide if the cost of being in the new office was less than or equal to the cost of the current office space.

1850 Rushcliffe Borough Council have asked Cotgrave Town Council, to make a decision, if they are going to take the office space in the new building, by 31st July 2017.

1851 Cotgrave Town Council have requested that the Chairman, ask Rushcliffe Borough Council, to allow for some additional time, so a final decision can be made by September 2017.

Councillors Ellis and Shaw will meet with the Clerk to discuss all the costs for the current office and the potential costs for the new office space, if Council moved.

1852 **Resolved** : 'To have an Extraordinary Meeting on 24th July, to consider the financial running costs of the current and potential new office space.'

1853 An extraordinary meeting will be called on 20th September to make a final decision on moving into new office space, if Council are satisfied with the financial costs, if the costs are agreed at the meeting on 24th July.

1854 If the costs are acceptable, Council will review the potential lease and ask for further explanations of the lease.

1855 M1770 Sickness Absent

Council are very pleased that the Administration Manager has started back to work on a phased return and hope that her return to work continues well.

1856 M1779 Bank Accounts

The Clerk will organise to open the two additional bank accounts, but this has not been completed due to the HSBC account has not transferred over properly and two of the five direct debits have been refused.

1857 Additional signatures are required for the HSBC account. The Clerk will arrange for members of Council to go to the bank, to sign the additional paperwork.

1858 M1788 Cotgrave's Future Housing Development

Councillor K Chewings had suggested forming a working group to discuss the effects of additional housing in Cotgrave and the current infrastructure and the possible future needs for the impact of erosion of rural life and additional infrastructure.

1859 Councillors Handbury, Shaw, Pearson, Wilkie, Brumpton, Ellis all offered to be on the working group with Councillor K Chewings.

1860 Councillor Wilson mentioned that Cotgrave needed to consider that some smaller properties are required to allow people to downsize or to get on the property ladder and we must beware that there is a shortage of housing.

1861 The working group could help to influence where any new houses could be built, if Cotgrave is chosen for some more housing.

1862 Councillor Butler stated that the planning display shared in March, has received many comments and Rushcliffe Borough Council are looking at all the information received, which is for the whole of Rushcliffe.

1863 Rushcliffe Borough Council have been informed by Local Development Framework, that some additional housing is required within Rushcliffe.

1864 Rushcliffe Borough Council are discussing all areas and the infrastructure they currently offer and where improvements could be accommodated.

1865 Rushcliffe Borough Council will have completed looking at all the areas and will be discussing which areas could be considered for additional building by late summer/early autumn.

1866 Councillor Butler suggests the working group arrange to meet around the same time and start to consider the options.

1867 Rushcliffe Borough Council has approached the planning inspectorate to relax the green belt and discuss what houses are really needed and where.

1868 Councillor Shaw offered to be the Chairman of the working group.

1869 M1804 Garage at Burhill Allotments

The garage alterations will be completed on 10th and 11th August and the new vehicle will be collected.

1870 M1810 Maddison Field

An article will be placed in the Cotgrave Connections and the website, to inform the public that Maddison Field can be used for dog walking, but this will be under regular review. Additional dog waste bins will be fitted.

1871 M1818 Cotgrave Country Park

A letter will be sent to Harry Burrows, to congratulate him and the team of volunteers on being voted the number one park in the area to visit.

Planning Minutes

- 1872 **Resolved** : 'To confirm the planning minutes recording the decisions taken by Council and those of the Planning Authority'.

Financial Matters

1873 Payments

- Resolved:** "That the payments made since the previous meeting totalling £17115.21 as recorded on page 7 be approved and the invoices awaiting payment be paid".

Matters Arising

- 1874 No matters arising.

Financial Statements

- 1875 Members considered the May 2017 Statements as reproduced at the back of the Minute Book.
- 1876 At the end of May 2017, Council has £78,775.03 in the HSBC account and £6884.21 of unrepresented cheques outstanding.
- 1877 At the end of May Council has £37350.96 in the Co-op account.

Lease for Potential New Office Space

- 1878 Council decided this agenda item had been already discussed and would be reconsidered at future meeting, after the financial costs of moving into new office space has been considered at an extraordinary meeting planned for 24th July 2017. If the financial costs are found to be acceptable to Council, the lease would need to be reviewed and all the changes made by Council actioned.
- 1879 To be placed on the next agenda, if required after discussing the financial considerations, prior to considering the lease.

Canal Bridge at Hollygate Park

- 1880 The planning department at Rushcliffe Borough Council have not received any more changes or requests from Barratts, to the Canal Bridge at Hollygate Park.
-

PAYMENTS MADE – TOWN COUNCIL MEETING 12 TH JULY 2017					
Date	Company	Invoice No	Details	Powers	Amount
MAY 2017					
5.5.17	Veber	1285-45238	Data Backj Up	1	13.20
26.4.17	Notts CC	92000026	Wages	1	8643.68
9.5.17	Opus	64192491	Pavilion Electricity	1	35.78
28.6.17	Clear Business		Faxline	1	13.78
3.5.17	Talktalk		Phone and Broadband	1	35.11
JUNE 2017					
6.6.17	J Stephenson		Metal Fencing Pin and Roll – Cotgrave Festival	9	130.33
17.6.17	Lets Get Drumming		Cotgrave Festival	9	250.00
10.5.17	The Local News		Advert Cotgrave Festival	9	72.00
10.6.17	Gak (Mr R Hamer)	42477	Speakers/Mics Cotgrave Festival	9	578.06
7.6.17	Michelle Mark		Engraving/Rosettes Cotgrave Festival	9	28.00
12.6.17	CCS	8144	Toner Cartridges	1	237.00
14.6.17	Mick Dutton	11635	Hedgecutter, Blades, Ty wraps	1	242.12
19.6.17	BE Event Hire	703101	Hire tables and chairs for Cotgrave Festival	9	363.60
31.5.17	Streetwise	12451	Service Charge / Empty Dog Bins	1	504.90
16.6.17	Roffesoft	5555/5554	Anti Virus/Web Mail Hosting	1	193.22
14.6.17	Premier 1 (UK) Ltd	17	Flower Baskets	1	3930.00
14.6.17	Pee Wee Toilet Hire		Cotgrave Festival	9	250.00
28.5.17	UK Fuels	963379	Fuel	1	128.23
9.6.17	Opus Energy	62356442	Electricity Pavilion	1	25.02
20.6.17	Kent Services	54359	Grounds Maintenance	1	735.58
June 17	Marie Singh		Festival Stall Refund	9	15.00
June 17	Cara Winger		Festival Stall Refund	9	15.00
	Adlard Print	15364	Festival Programmes/Posters	9	475.60
				TOTAL	17,115.21
<ol style="list-style-type: none"> 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 					

Representative to Attend the Crest Award at the Strategic Board Meeting.

1881 Council agreed that the Chairman would attend the Crest Award presentation at the Strategic Board.

Council had asked if the minutes from the Strategic Board Meetings could be given to all councillors, but the Strategic Board meeting which was planned to follow the presentation, was cancelled and the request was not able to be asked.

Additional Pruning at Hawthorne Avenue.

1882 The Clerk informed that the trees on Hawthorne Avenue growing rapidly and the residents are asking for some pruning, this is an ongoing problem. Two of the grass areas have large amounts of trees and this causes problems.

The Clerk suggested that Council consider removing some of the trees from this area and pruning back the larger ones, to help reduce ongoing costs.

1883 The Clerk will get a quote from the tree surgeon, who is coming to do some pre-arranged work on 1st August and send the costs to Council for consideration.

1884 **Resolved** : 'To get the costs for additional tree works on Hawthorne Avenue.'

Trade Union Proposal

1885 Due to time constraints and the amount of time needed to discuss this agenda item, it has been deferred to the next council meeting, to be held in September 2017.

1886 **Resolved** : 'To extend standing orders by an additional 15 minutes to conduct all business on the agenda.'

Cotgrave's Christmas Tree

1887 Cadeby Tree Trust have offered to hold the price of the Christmas Tree for 2017, at the same price as 2016, if the tree is ordered by 31st July 2017.

1888 The price for the tree for 2016, was £395.00 + vat and this included delivery.

1889 **Resolved** : 'To order the Christmas Tree for 2017.'

Shared Access

1890 Shared Access have supplied the documentation for the mobile telephone mast 'Supporting Technical Information for Maddison Park' and a design scheme photomontage and a copy of this information has been placed on the noticeboards in the Cotgrave Library.

1891 Council's solicitors have received a contract from Shared Service and this requires signing by Cotgrave Town Council.

1892 **Resolved** : 'To continue to work with Shared Access on providing a mobile telephone mast.'

Correspondence

1893 Nottinghamshire Police Crime Figures for May 2017

Date	Crime	Location	Details
4th	Theft	Daisy Close	Plants taken
5th	Theft from vehicle	Fern Lea Avenue	Number plate taken
6th	Criminal Damage	Candleby Lane	Tyre slashed on vehicle
7th	Criminal Damage	Morkinshire Crescent	Windscreen damaged on vehicle
13th	Non Dwelling Burglary	Hawthorne Avenue	Bike taken from Garage
16th	Criminal Damage	Rivermead	Window smashed on vehicle
17th	Theft	Stragglethorpe Lane	Solar panels taken
20th	Criminal Damage	The Fosse	Damage to fencing
21st	Theft from vehicle	Ringleas	Wallet taken from car – window smashed
21st	Criminal Damage	Plumtree Road	Car dented
22nd	Theft	Firdale	Bike taken from insecure shed
25th	Theft from shop	Bingham Road	Meat taken
26th	Criminal damage	Woodview	Window pane smashed
27th	Criminal damage	Bingham Road	Bike damaged
29th	Robbery	Woodview	Mobile phone taken by unknwn offenders

1894 Nottinghamshire Police Crime Figures for June 2017

Date	Crime	Location	Details
3rd	Burglary	Eastmoor	Shed broken in to – motor bikes taken
9th	Burglary	Chennel Nook	Attempt no entry gained
15th	Theft from shop	Bingham Road	Meat taken – named offender
19th	Criminal Damage	Stragglethorpe Road	Gate damaged
27th	Theft from vehicle	Maygreen Avenue	Damage to handle

1895 Rushcliffe Borough Council

A letter has been received informing that the residents of land north of Stragglethorpe Road, have appealed against the planning decision made by Rushcliffe Borough Council and the hearing will be held at Rushcliffe Arena on 30th August 2017.

1896 The planning department of Rushcliffe Borough Council have information on the new ways of 'how to have your say' at a planning committee meeting.

Clerk's Report

1897 Rushcliffe Borough Council

The Town & Planning Act 1990, Section 257 and Schedule 14 referring to Cotgrave footpath No.19, public path stopping up and Cotgrave footpath No. 18 public path diversion notices of confirmation of orders have been received.

1898 Cotgrave Welfare Club

The Cotgrave Welfare has applied for an extension to their legal opening and operational hours for the sale of alcohol and representations need to be made by 4th August 2017.

1899 Nottinghamshire Association of Local Councils

The association are offering a course for Clerks on Finance matters, at a cost of £60.

Councillors Reports

1900 Councillor Pearson commented on the amount of people hanging around on the Multi Use Games area late at night.

The police are aware and do visit the area.

1901 Councillor Butler commented on the Cotgrave Festival and how well it was attended and lots of attractions and stalls.

Councillor Butler thanked the team of volunteers for all their hard work in making a great event for Cotgrave.

1902 Councillor Brumpton noted that cars are often racing around Cotgrave and is concerned at the speed and safety of other road users and pedestrians.

There being no further business the meeting ended at 9.20 pm.

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