

Cotgrave Town Council Meeting held on 13th September, 2017

- Present : Councillors C Jeffreys (Chairman), H Brumpton, R Butler, K Chewings, M Chewings, S Ellis, S Gardner, B Handbury, L Healy, J Mileham, I Shaw and D Wilkie.
- Apologies : Councillors C Denham (Illness), P Pearson (Work) and Y Wilson (Holiday).
- In Attendance : The Clerk, Administration Manager (Cotgrave Town Council), A Wilson and J Towndrow (Cropwell Bishop Parish Council), D Eldridge, G Marsh, D Stothard, A Handbury, T Fitzalan-Howard, K Rhodes, C Sissons, E Roberts, D Howard, C Prentice.

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

Declarations of Interest

- 1947 Councillor K Chewings declared an interest in agenda item 19, as he is an administrator for the Cotgrave Notice Board on Facebook and will not take part in this discussion.

Public Open Session

- 1948 Trina Fitzalan-Howard wished to present a report to Council on her and others opposition to the Maddison Park Telecoms Mast at Cotgrave.
- 1949 Councillor Jeffreys thanked Miss Fitzalan-Howard for her report which will be kept in the Council's files.

Co-Option for a Vacancy - Manor Ward

- 1950 Four residents applied for the vacant seat available for the Manor Ward via co-option onto Cotgrave Town Council. An election by the residents had not been requested.

The four candidates were David Eldridge, Trina Fitzalan-Howard, Adrian Handbury and Darren Stothard.

The Council accepted all four candidates to be allowed to stand for co-option.

- 1951 The Chairman invited all candidates, if they wished, to speak to Council for two minutes each.
- 1952 Councillor C Jeffreys requested a closed ballot, which was seconded by Councillor S Gardner. Council agreed.
- 1953 Councillor M Chewings stated that he was happy to vote by a show of hands.
- 1954 **Resolved** : "To vote by a closed ballot."

- 1955 The candidate for the vacancy must receive an overall majority of the vote to be co-opted.
- 1956 The co-option was overseen by Jan Towndrow, Parish Clerk for Cropwell Bishop and Alan Wilson, Chairman of Cropwell Parish Council, following recent allegations from a resident, made against Cotgrave Town Council and their procedures.
- 1957 The first round of voting was as follows:-
D Eldridge (5), T Fitzalan-Howard (0), Adrian Handbury (4) and D Stothard (3)
T Fitzalan-Howard was eliminated in round one.
- 1958 The second round of voting was as follows:-
D Eldridge (5), A Handbury (4) and D Stothard (3).
D Stothard was eliminated in round two.
- 1959 The third round of voting was as follows:-
D Eldridge (7) and A Handbury (5)
- 1960 **Resolved** : 'To co-opt David Eldridge on to Cotgrave Town Council
- 1961 Councillor Eldridge duly signed his Acceptance of Office form.
- 1962 The Chairman congratulated Councillor Eldridge and invited him to join the meeting, and thanked the other candidates for standing for co-option.

Standing Orders were suspended at 7.25pm, to allow for Gordon Marsh to speak on Agenda Item 17, Cotgrave Festival

Cotgrave Festival

- 1963 Council had received a report written by John Ludlam on the Cotgrave Festival.
- 1964 Next year's Festival is planned to be held on Saturday 16th June 2018.
- 1965 The Festival Committee are very grateful for the support that Cotgrave Town Council give them through financial support, but the committee is made up of a small number of volunteers, and are in much need for additional volunteers to help this annual event to continue. They are finding it very difficult to run the Festival on such a small number of volunteers.
- 1966 The next meeting of the Festival Team will be held on Wednesday 27th September in the meeting room of Cotgrave Welfare and would welcome any Councillors or residents who would like to join the group to organise this growing event.
- 1967 If the volunteers group does not grow, future festival events may have to be cancelled.

- 1968 Councillors Jeffreys asked if Council could be copied into the groups minutes so these can be included in Council's meetings. Councillor Jeffreys thanked Gordon for his report.

Standing Order were resumed at 7.30pm.

Minutes of the Previous Meeting of The Full Town Council held on 12th July 2017

- 1969 Councillor K Chewings noted that he had left the meeting before minute number 1858, where Council had noted his idea of forming a working group to discuss any future housing commitments for Cotgrave.

- 1970 **Resolved** : "That the minutes of the Town Council Meeting held on 12th July 2017 be received and confirmed as a true record."

Progress

- 1971 M1839 Speeding on Hollygate Lane

A letter was to be forwarded to Via regarding additional road signs, this was no longer needed as an interactive speed sign has now been placed on Hollygate Lane, to encourage reductions in speeding.

- 1972 M1845 Proposed Canal Bridge and Planning Application

Council has not received any more information regarding the development of the bridge.

- 1973 M1846 Royal Mail Letter Box on Owthorpe Road

It has now been 3 months since Councillor Shaw contacted the Royal Mail regarding the replacement post box on Owthorpe Road. This item is still in progress.

- 1974 M1859 Cotgrave's Future Housing Development

The working group meeting still needs to be arranged to start any discussions.

- 1975 The Rushcliffe Borough Council presentation of potential sites within Cotgrave, displayed in March 2017, had received over 1100 responses and Councillor Shaw asked if everyone would receive a reply.

Councillor Ellis stated that he thought that RBC would not undertake to write to each individual but produced a general report.

- 1976 Councillor Butler stated that another public consultation by Rushcliffe Borough Council is planned for Cotgrave, to discuss the land sites which had been shortlisted for potential future development within Cotgrave.

- 1977 Council will also decide if this is the right time to consider to write a Neighbourhood Plan.

- 1978 M1869 Garage at Burhill Allotments

The works to the garage had now been completed and the multi-use vehicle has been delivered.

1979 M1870 Maddison Field

The field was now been used officially as a dog walking area for a couple of months and has been well received, with no additional reports of dog mess on the field have been noted. The additional dog bins located on the field are being well used.

1980 M1882 Additional Pruning at Hawthorne Avenue

A quotation had been obtained for the works at £580 to remove 6 trees from one of the green areas, after receiving many complaints regarding television signal interference. A further two quotation will be obtained and but prior to any work being carried out, Council will write to residents to ask if they would like this many trees removed from the area.

Minutes of the Extraordinary Council Meeting held on 24th July 2017

1981 **Resolved** : "That the minutes of the Extraordinary Council Meeting held on 24th July 2017 be received and confirmed as a true record."

Progress

1982 The Clerk has informed the solicitor of Council's decision not to take up the office space within the Multi Service Centre and they have now forwarded their invoice for payment.

Planning Minutes

1983 **Resolved** : 'To confirm the planning minutes record the decisions taken by Council and those of the Planning Authority.'

Financial Matters

1984 Payments

Resolved: "That the payments made since the previous meeting totalling £23,066.18 as recorded on page 5 and 6 be approved and the invoices awaiting payment be paid".

1985 Income

Resolved: That the income received since the last meeting be noted.

PAYMENTS MADE – TOWN COUNCIL MEETING 13th September 2017					
Date	Company	Invoice No	Details	Powers	Amount
	<u>JUNE 2017</u>				
19.6.17	Mick Dutton & Son	11645	Kioti 2100 Mechron Vehicle	1	13294.50
23.6.17	Talk Talk		Phone and Broadband	1	35.36
17.6.17	The Joker Entertainer	2144	Cotgrave Futures	9	480.00
26.6.17	Notts CC	1606374	Stationery	1	56.34
30.6.17	Michelle Mark		Cotgrave Festival – Engraving	9	6.40
4.6.17	Veber	1285-45320	Data Back Up	1	13.20
28.6.17	Clear Business		Fax Line	1	13.78
	<u>JULY 2017</u>				
6.7.17	Cotgrave TC		Petty Cash	1	23.86
30.6.17	Notts CC	1607254	Black Bin Bags	1	36.72
3.7.17	NALC	957	Guide to Finance Publication	1	4.00
4.7.17	Flying Dakos		Cotgrave Festival	9	140.00
25.6.17	Jet Card (UK Fuels)	966025	Fuel	1	216.37
3.7.17	Rushcliffe BC	70529146	Quarterly Rent – The Green	1	68.75
3.7.17	Rushcliffe BC	70529137	Quarterly Rent Ringleas	1	66.25
3.7.17	Rushcliffe BC	70529128	Quarterly Rent Grassmere	1	68.75
3.7.17	Rushcliffe BC	70529208	Quarterly Rent Studio 3	13	1410.00
20.6.17	Kent Services	54359	Grounds Maintenance June 17	1	735.58
29.6.17	Proludic	89845S98919	Play Park Parts	1	335.97
4.7.17	Local World	61540498	Safari Sale Advert	9	20.40
4.7.17	Baker Ross		Goods for Library(GRANT)	1	206.02
	<u>AUGUST 2017</u>				
1.8.17	George Brook		Reduction of hedge rows and fell cherry tree	1	1010.00
20.7.17	Malcolm Lane & Son	6142	Move Boundary Sign/Planter	1	954.00
30.6.17	Kent Services	54537	Mow Football Pitch	1	108.00
27.7.17	Sublime Shine	247/246	CTC & CF Window Clean	1	61.98
30.7.17	UK Fuels Ltd	968705	Fuel	1	206.38
31.7.17	WPS	27651962	Insurance New vehicle	1	262.12
22.8.17	Abbey Flyers Ltd	14374	Delivery of Newsletters	1	360.00
15.6.17	Market Shop		Hardware	1	47.65
14.8.17	APS	11180	Fit new garage doors/bollard at allotments	1	680.00
9.8.17	B&S Chains	30350	Link Chains	1	21.48
31.7.17	Cotgrave Futures	070a	Photocopying	1	35.56
11.8.17	J A Kent Services	54791	Grounds Maintenance	1	735.58
10.8.17	Malcolm Lane & Son	6158	Replace PVC on Notice Board	1	168.00
15.8.17	Notts City Council	1238177	Hire of Climbing Wall for Festival	9	590.00
10.8.17	Notts County Cl	SU161374	Pins/Clock	1	21.72
14.8.17	Rushcliffe BC	70546049	Septic Tank Emptying	1	129.85

23.8.17	Mrs J Stephenson		Wood Filler, Land Registry Fees	1	42.18
23.8.17	ASAP	703352	Rubber Stamp	1	39.60
25.8.17	Arco		Boots & Gloves	1	133.32
30.8.17	Proludic	9243-S99732	Caps	1	61.24
30.8.17	L Knight		Safety Boots	1	65.00
30.8.17	CSC		Domain Name	1	100.27
			TOTAL		23,066.18

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 – recreations facilities
11. Local Government Act 1972 Section 142 – subscriptions of Local Government Assoc
12. Quality Parish & Town Council Scheme 2003
13. Local Government Act 1972 Section 133 – provision of parish building
14. Public Trustee Rules 1971
15. Protection from Harassment Act 1997
16. Data Protection Act 1998
17. Occupiers ' Liability' Act 1957 Section 2

Income Received

JUNE 2017	Cotgrave Festival	Festival Programme Advert	125.00
	Cotgrave Festival	Festival stalls/Tables	51.00
	Cotgrave Festival	Festival Donations	75.00
	Cotgrave Connections	Adverts	60.00
	Cotgrave Festival	Cash Stalls etc	139.00
	Cotgrave FC	2017 Lease - June	171.97
	Cotgrave Festival	Gate Money	1392.00
	Cllr C Jeffreys	Donation Cotgrave Festival	350.00
	Cllr H Chewings	Donation Cotgrave Festival	100.00
JULY 2017	Cllr R Butler	Donation Cotgrave Festival	250.00
	Cotgrave FC	2017 Lease – July	171.97
	Cotgrave Connections N/L	Adverts x 2	171.97
	Safari Sale	Stalls	115.00
	Rushcliffe Borough Council	Litter Clearance Shopping Centre	821.52
	Rushcliffe Borough Council	Grass Cutting	809.52
	D Cox Amusements	Fair Ground Rent	500.00
	NatWest	Interest	2.23
AUGUST 17	HMRC	VAT Refund	4564.23
	Rushcliffe Borough Council	Grass Cutting	404.76
	Cotgrave Welfare	Newsletter Advert	151.20
		TOTAL	10,395.72

Financial Statements

- 1986 Members considered the June and July 2017 Statements as reproduced at the back of the Minute Book.
- 1987 At the end of June 2017, Council had £52,882.14 in the HSBC account, £32,146.96 in the Co-op account and £262,758.43 in the NatWest account.
- 1988 At 31st July 2017, Council has £31,888.92 in the HSBC account.
- 1989 At 31st July 2017, Council has £33,974.14 in the Co-op account and £172.48 of unrepresented cheques.
- 1990 At 31st July 2017, Council has 262,760.66 in the NatWest account.

Shared Access - Notes of the Public Meeting held on 17th August 2017

- 1991 **Resolved** : "That the notes of the public meeting held on 17th August 2017 be received and confirmed as a true record.
- 1992 The notes from the public meeting held on 17th August 2017 are reproduced in the following pages.
- 1993 Council's solicitors are reviewing the legal documents and are waiting for further advice.
- 1994 The Permitted Development Application will be considered at Rushcliffe Borough Council's Planning Meeting on 14th September 2017, where a definite decision will be made.
- 1995 Councillor K Chewings thank the Clerk and the Administration Manager for their support during this time, together with the Chairman and other councillors, in having to deal with the numerous correspondence requests from a complainant regarding the application for the siting of the mast on Maddison field.
- 1996 Councillor Jeffreys said that the staff now need to be able to return to deal with the day to day village matters and if the situation does not change, Council would need to consider how to overcome the issue.
- 1997 Councillor Wilkie thanked the Chairman for dealing with the situation and said she had done an excellent job.

Remembrance Day Parade

Suspend Standing order to allow John Ludlam to speak on the Remembrance Day Parade, Agenda 16a

- 1998 John Ludlam's report is reproduced on the opposite pages.
- 1999 The Chairman of Council said that this parade is an essential part of Cotgrave and its history and needs to continue.

**Notes from Cotgrave Town Council Public Meeting
17th August 2017**

Present : Councillors C Jeffreys (Chairman), K Chewings, M Chewings, S Gardner, W Handbury, J Mileham, I Shaw, A Wilkie and Y Wilson, also Simeon Lister and Peter Grant from Shared Access.

Apologies Approved: Councillors H Brumpton, R Butler, S Ellis, L Healy, P Pearson.

Absent : Councillor C Denham

In Attendance : The Clerk, Administration Team, Jane Pick & Kayleigh Bush (Cotgrave Town Council) PC Steve Mathias, PSCO Phil Evans (Cotgrave Police), and 17 members of the public.

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

Public Meeting to Discuss the Proposed Mobile Telecoms Mast on Maddison Park

- 001 The meeting was opened and chaired by Councillor Jeffreys and she gave an introduction about herself and how Cotgrave is very important to her and all of the councillors.
- 002 Councillor Jeffreys had promised to hold a public meeting at the Extraordinary Meeting on 24th July, in September to allow the public to give their views about the proposed telecom mast, prior to the planning decision being made by Rushcliffe Borough Council.
- 003 The date of the meeting needed to be brought forward to mid- August, due to the permitted development planning application submitted by Shared Access to Rushcliffe Borough Council, will be closing for comments on 24th August 2017.
- 004 All the other Councillors and the two members from Shared Access introduced themselves to the members of the public.
- 005 Councillor Jeffreys asked Councillor K Chewings to give a report on how Council became connected with Shared Access.
- 006 Councillor K Chewings gave the following information.
- 007 Shared Access first made contact with Cotgrave Town Council in September 2016, to discuss placing a telecoms mast in Cotgrave at the Arthur Ridley sports ground on Colliers Way.
- 008 The Council, through the working party formed by Cotgrave Town Council, had a discussion with the local football team management, who play at the ground, to ask them how they felt about a mast in the area and would it inhibit the playing field. The football team management considered the mast and checked out information regarding the mast and informed Cotgrave Town Council they were not against a mast being placed on to the field.
- 009 The Council provided a copy of the sportsground lease to Shared Access and it was noted that Council could not put up a mast, due to a clause in the lease stating that we could not use the airspace above 5m.

- 010 The working group mentioned that Cotgrave Town Council owned a large field in the centre and Shared Access asked if it could be considered for the placing of a mast.
- 011 The Council gave Shared Access permission to look at the field and to identify if the site could be suitable for a mast.
- 012 A survey was conducted by Shared Access and the site was found to be a suitable site for the positioning of a telecoms mast and this information was given to Council.
- 013 The information was noted in the Council minutes from the initial visit in September 2016 and Council had asked for information at the presentation in October 2016, regarding the health and safety and risks from installing a mast in the area. Cotgrave Town Council had done its due diligence.
- 014 There has been a lot of misinformation provided on many social media sites, which have stated that Maddison Park, the football field and the allotments were going to be closed and could be sold off for the building of industrial units and/or housing, This has never been a consideration of Cotgrave Town Council and there is no futures plans to change the use of these areas of land.
- 015 Further misinformation in the social media has stated that the mast could be up to 25m high, this again is incorrect information, the permitted development application is for a single mast of 15m in height, placed inside the locked perimeter of the football field.
- 016 Shared Access have provided Cotgrave Town Council with all the current government guidelines regarding the health and safety of telecoms masts, but we are not experts and we have all had the opportunity to research the websites provided and do independent research on information surrounding masts.
- 017 Simeon Lister and Peter Grant of Shared Access gave information on their company.
- 018 They explained that they work for a company which identifies potential sites for mobile phone companies and then if a mast is installed, they manage the site for a period of time and they try to improve areas signal to a 4G signal strength, where there is a lack of good signal strength.
- 019 There is a lack of signal within Cotgrave and this is why this area has been identified as a potential site.
- 020 If an area is identified, Shared Access act as an agent between the provider and the landowner and try to reach an agreement, if an agreement cannot be reached, the phone provider can arrange for a mast to be located into the area, using the public footpath after getting the relevant permission.
- 021 If an agreement is reached with a landowner, this produces a payment, which in the interest of Cotgrave Town Council, this would be used as a community benefit. If no agreement is reached and a mast is placed on the public realm, no payment is made to any organisation.
- 022 The mast will has no provision for any CCTV and will not fitted with any and it is being considered only for the improvement of the signal.
- 023 The mast is to be placed 5.6m away from the football touchline, which is excess of any guidelines provided by the FA regulations.
- 024 Shared Access works in partnership with the FA on the English FA website.

- 025 Councillor K Chewings read out the questions and answers provided by residents prior to the meeting.
- 026 Questions requested by Councillor H Chewings are as follows.
- 027 [How many years would the mast be on Maddison Park?](#) The lease for the mast would be for 25 years and after that the lease would be terminated or it could be renegotiated.
- 028 [How much money will Cotgrave Town Council receive for siting the mast on Maddison Park?](#) The Council would receive a one off payment, which is still commercially sensitive.
- 029 [What will happen to money provided by the mast?](#) The money will be used for community projects and will be ring fenced for this use. All Cotgrave Town Council accounts are audited each year and open for scrutiny and all monthly payments are shown in the Cotgrave Town Council minutes and this information will be shown in the accounts.
- 030 [Would the mast, if provided, be able to provide a better coverage for more than the mobile companies stated on the planning application?](#) The two companies provided mentioned on the application, would be the only companies using this mast. The mast would provide an enhanced signal for O2, Vodafone provide O2 with Telefonica.
- 031 [Would the mast try to be blended into the surroundings, i.e. making it look like a tree?](#) The mast would be a galvanised pole and grey in colour. To try to blend the mast makes it more difficult to maintain if not a simple pole.
- 032 [If residents TV signals are affected by the mast, can Cotgrave Town Council give a guarantee that any reports or issues will be rectified within 48 hours, as not to leave people without TV?](#) If TV signals are affected, it would not be the responsibility of Cotgrave Town Council but the responsibility of Shared Access. Peter Grant of Shared Access, explained that there are special signal bands provided for mobile telecoms signals and these are not on any signal bands used for TV signals. All signal bands have to be purchased from The Government.
- 033 [When the contract for the mast has finished, who will be responsible for the removal of the mast and making good of the site?](#) Shared Access would be responsible for the removal of the mast and this would be checked by Cotgrave Town Council solicitor.
- 034 [Have other sites in and around Cotgrave been investigated, for the siting of a mast that are further away from any housing?](#) Shared Access have investigated other sites in the area, this is part of their due diligence and they have to prove that they have considered other options in the area.
- 035 The following question was requested by Miss T Fitzalan- Howard.
- 036 [My due diligence across submissions by Shared Access to Companies House leads to the controlling business being Shared Access LLC at 126 North Salem Street, Suite 206, Apex North Carolina 27502 United States of America. This address is occupied by Peak City Grill and Bar \(Google Street Maps February 2017\) and the controlling CEO apparently lives on a dirt road with no visible habitation. Should things go wrong \(which we hope they don't\) between you, me or even Cotgrave Town Council and its representatives, would litigation be made under US or UK laws and which Courts, i.e. would Cotgrave Town Council have to go to Raleigh State Courts in North Carolina to settle legal issues?](#) Shared Access are a company within the UK and therefore governed by UK law, whether the parent company is American.

- 037 The following question was requested by Ms D Howard.
- 038 The question is for Shared Access Ltd, to whom does the land known as Maddison Park or Fields belong? Does it belong to Cotgrave Town Council or Rushcliffe Borough Council or The Coal Board or you don't know? You have listed the location of Maddison Park in your planning proposal, where have you obtained the proof of ownership? Are you prepared to show us the written documented proof of ownership? What covenants have you found attributed to this land? Cotgrave Town Council is the owner of the land known as Maddison Park and we have the title deeds. The land at Arthur Ridley is leased from CISWO.
- 039 The following question was requested by Mr K Rhodes.
- 040 In spite of the very obvious objections for many obvious reasons, the Council seem extremely determined to install a telecoms tower on in the Maddison Park, can the public be assured that this action is not being pursued in order to facilitate a major change of use for the land, including the allotments, to say, industrial units or housing and further can each individual member of the Council categorically state that they have no vested or financial actual interest in such a change of use to the land in Maddison Park?
- 041 The land used as allotments and park space will not have a change of use and this Council have no future plans to consider changing the use of land for building of industrial or housing developments. No individual councillor has any financial or personal interests in the land or within this agreement, if the mast is permitted.
- 042 The following questions came from residents who attended the meeting.
- 043 Ms D Howard asked noted that we all want improved signals when using our mobile phones and that central government have given a large sum of money to improve signal strengths. Where are these masts being built? Shared Access is a company searching to find sites for mobile companies. It was noted that Shared Access had approached Cotgrave Town Council and Council were not looking at any other companies and that some mobile phone providers work directly with landowners. Shared Access and another company are private companies offering this service. Ayton is being provided with a mast today and the money the scheme has produced, has allowed them to improve their car park facility.
- 044 Miss T Fitzalan-Howard directed a question to Shared Access about their due diligence and where have they previously built any masts? Are you providing business for Pegasus and will Shared Access stay around after the mast is built? She said that Shared Access have not being paid their bills and that the company is £5m in debt. Have any masts been built? Shared Access will prove information on sites which have been built and work has been done with the English Football Association. As mentioned before Ayton, is a current site where a mast is being built and a list of other builds will be sent with pictures and information on each site.
- 045 Councillor K Chewings had already checked out the company, Shared Access, to prior to the meeting and validated the company. He informed that the company does have a charge made against them, which is perfectly normal with businesses.
- 046 Ms S Coulthard shared her concerns that allowing the mast to be built on the field, would allow for a future change of use and this could allow building of houses on the field. Councillor K Chewings informed that this Council has no plans to change the field from a field and the mast would only be a very small footprint on the field. Council cannot ever say somewhere in the future that this would not change. The permitted development application is only for the footprint of the mast.

- 047 Mrs Roberts asked if the field had a covenant on this land and would this allow for any building on this land.
- 048 This question was not answer because another resident interrupted and asked another question.
- 049 Ms S Coulthard asked if the mast only provides a signal for O2 users, what is the point? Will there be other masts allowed on the field to provide additional company signals provided through Shared Access? There are no plans for any other masts to be placed on to the field and different mobile companies do not normally share masts, to place any other masts anywhere, it would require a planning application. Vodafone provide O2 and the antenna is for O2. If it was to be a multiple was applied for, the mast would need to be considerably higher and masts must try to fit in to the surrounding environment. Most areas do not have multiple mast in one area.
- 050 The power supply will be fed from Thorntons Close and a resident noted there are areas of block paving and this could be damaged during the works. The utility company would be aware of the block paving and would reinstate the area back to original state.
- 051 Land in Cotgrave was sold to Cotgrave Town Council and other Councils from NCB and Cotgrave Town Council own Maddison Park and lease other land from Rushcliffe Borough Council for the play areas.
- 052 The sites are identified through a radio planner.
- 053 Mr Rhodes asked why the mast is not being built at the sportsground on Colliers Way and now being considered for building on Maddison Park, the area between the sites is a considerable distance? Will the mast need to have a fence and does it meet FA regulations? The operator had checked the location at Maddison but not at the sportsground because of the issues with the land being leased. The FA regulations do not require the mast to be surrounded by a fence and it is not a structure which is easily climbed. There is some of these masts located on the public highways, there is a mast on the roadside at Edwalton.
- 054 Councillor Handbury noted pylons caused many concerns over the years and they are not fenced off.
- 055 Shared Access will include an anti-climb mechanism to the mast.
- 056 All the views shared by residents will be shared with all councillors and discussed and the outcome of the public meeting will be noted at the next council meeting, taking place on 13th September 2017.
- 057 Ms T Fitzalan-Howard noted that she felt that she had not been given enough information, starting from the initial discussion for placing a mast at the sportsground and then moving it to Maddison Park. She was shocked when she received a letter from Pegasus informing the residents that a mast may located in Maddison Park. She commented that the residents of Cotgrave had never asked for a mast to be placed in Cotgrave, in any of the Council minutes.
- 058 Councillor K Chewings responded that the initial discussions have been minuted in Council minutes from September 2016. Shared Access provided Council with display boards, which were placed in the library for the public to look at and make their views known. An article had been placed in the Summer 2017 edition of the Cotgrave Connections and was delivered in May 2017.

- 059 The mandate is from the mobile phone company and there has been a lot of comments made by residents other various social sites, complaining about poor signal within Cotgrave. The micro dishes need to be at a certain height and the mast must be able to see the next base station.
- 060 Comments made included that would a mast devalue the current value of resident's properties in the area of the mast and had every other site or option been investigated.
- 061 Would Council be sued if a rival company came forward to place a mast. Council has not been approached by any other companies and all masts where ever they would be placed, would need a planning application and it was clarified that Cotgrave Town Council could not be sued for installing an 02 mast.
- 062 Rushcliffe Borough Council are the planning authority and the final decision on the permitted development application will be made by them.
- 063 All residents can place an objection or support of the mast on the planning portal on the Rushcliffe Borough Council website.
- 064 [Ms D Howard asked all Councillors, if each individual Councillor would give their opinion of the mast?](#) The Chairman declined the question and reminded that the purpose of this meeting was to allow residents to share their views.
- 065 Cotgrave Town Council makes all decisions as a collective body.
- 066 Councillor Jeffreys informed the residents who attended the meeting that she had to contact a legal representative prior to the meeting and ask if she would be allowed to chair the meeting, following a complained from a resident regarding her. The legal representative had informed Councillor Jeffreys that she was allowed to chair the meeting.
- 067 Councillor Jeffreys thanked all those residents who taken the time to attend the meeting and share their thoughts and views and wished all a safe journey home.
- 068 Meeting Closed at 8.30pm.

COTGRAVE REMEMBRANCE PARADE – 11 NOV 2017

Madame Chairman, Councillors.

I am John Ludlam Chairman of the local Branch of the RBL.

You may recall that on 7 July I briefed you by email on the subject of the Remembrance parade. Things have changed since then and I need to update you.

BACKGROUND

There has been a Remembrance Parade in Cotgrave for almost as long as we can remember. In recent times the parade has formed up in the Welfare Car Park and marched to All Saints Church, returning about an hour later. The march takes about 15 minutes.

In 2010 as Chairman of the local Branch of the RBL I was asked to take over running the parade on behalf of the Town Council and have done so each year since then.

Although numbers are not what they used to be, we still get a representation of up to 60 adults and youngsters from the RBL, Army Cadets, St John Ambulance, Badgers, Scouts, Cubs, Beavers, Brownies and Rainbows.

We have also been lucky enough to have the services of the Nottinghamshire Army Cadet Force Bugles and Drums. Although that might not be the case this year.

We have also attracted a Deputy Lord Lieutenant to the last 4 parades.

Obviously it is desirable to continue with the parade but first the increased cost in organisation, manpower and equipment must be overcome.

THE PROBLEM

The problem stems from the police removing their traffic management support.

Up to 2 years ago the local beat team supported the parade by a policeman walking at the front and directing approaching cars to the side and a police car with a flashing light on top serving as a back stop.

Last year, without the police, we researched the services of a Traffic Management company but costs were prohibitive.

We decided to do it ourselves using 5 volunteers found by myself, Jane and Julie, and road signs and cones brought by the Town Council.

We did our risk assessments, drew up our route safety plan, applied to the Nottinghamshire County Council for a Temporary Traffic Restriction Order, received one, bought the necessary equipment, put out warning signs, sent letters to some residents and went ahead using 5 volunteers.

We thought that we did rather well and had good feedback from those taking part.

Fast forward now to 22 August when we were visited by PC Jane Walters from Nottinghamshire Police and Jo Wilkinson from the County Council Roads department. Jane informed us that it had been reported by one of the many police present last year that we hadn't done enough, and if we wanted to get a TTRO this year we must do more.

She kindly walked the route and provided us with her recommendation which you have in front of you. The black lines are manned road closed locations and the triangles are coned lesser entrances. Each house on the route must have a warning of the road closure and there is a requirement for manned road closure points to be in contact with one another.

We haven't yet carried out a details plan into the resource requirement, including insurance, but an educated guess is 9 capable volunteers none of whom could be involved in the parade. The traffic management would require a planner and leader who is able to direct the volunteers and make rapid decisions.

I am delighted to continue to run the parade but not to manage the traffic at the same time. The questions need addressing are:

1. Do you wish the parade to continue? An if so:
2. Who will organise the traffic management and control it on the day?
3. Where do we get the 9 volunteers from?
4. What additional cost will there be to purchase the additional equipment?

Time marches on and a quick decision is required in order to acquire a TTRO for the parade.

- 2000 The police are not able to give the level of support that has been available in many previous years, so extra volunteers will be required to enable the procession to take place from the Welfare to All Saint's Church and return.
- 2001 The estimate cost of the additional signage for the parade is approx. £400.
- 2002 There is no cost to apply for the Temporary Traffic Restriction Order (TTRO) and one must be obtained to allow the parade to take place.
- 2003 John Ludlam will apply for the TTRO on behalf of the parade.
- 2004 Councillor K Chewings and M Chewings volunteered to help with the Remembrance Day Parade. A meeting will be arranged as soon as possible to make arrangements for the parade.
- 2005 A meeting will be arranged to organise the volunteers and their roles.

Standing Orders were resumed at 8.10pm

Parks Inspection Report

- 2006 The latest report is reproduced on the opposite pages.
- Most of the items on the list have now been completed by Ground staff or is in the process of being completed.
- 2007 It was noted that a section of the wet pour around the roundabout on Ringleas Park has dropped and those sections are holding water. This has been inspected by the surface provider and unfortunately the ground has sunk and is holding water following heavy down pours, the rubber bonding is good and it could be that the ground conditions are such that water is retained. If this continues to be a problem quotations will be obtained for the repair of ground. In the meantime the area will be monitored.

Cotgrave Futures

- 2008 The Chairman of Cotgrave Futures had provided Council with a report, which is reproduced on the opposite pages.
- 2009 Councillor Mileham requested Cotgrave Futures be placed on the next agenda for the next Council Meeting, to allow her time to respond to the comments contained within the report.
- 2010 Councillor Wilkie, Chairman of Cotgrave Futures advised that Council have an obligation to provide two members on the Board of Trustees, but recently have always provided three, to allow for meetings to take place.
- 2011 Councillor M Chewings said that he would like to continue to represent Cotgrave Town Council on the Board of Trustees.
- 2012 Councillor K Chewings has recently joined the Board of Trustees as a resident, but said that he would be willing to represent the board as member of Cotgrave Town Council.

Cotgrave Futures Report to Council.

Since November 2015 the then Chair of Futures has taken advice to have Futures deregistered as a charity.

On the 24th July 2017 I challenged that the proposed Annual General Meeting of the Trust on that date could not go ahead because it was not quorate. There has always been a problem with getting enough people to attend – Futures Declaration of Trust stipulates that there must be at least ten residents of Cotgrave present. On the 24th July 2017 there were nine residents present.

Instead of canvassing to get a tenth person, as has happened in the past the Chair, Judith Mileham, stated that she had in fact got a better idea. “Let’s not have an AGM at all.”

She then gathered up her papers, verbally gave her resignation, informed the meeting that Christine Jeffries had also resigned and left the room. In quick succession, Leo Healy, Steve Gardener and Ian Shaw also verbally gave their resignations and left the meeting, leaving myself, Mick Chewings and Trevor Banks as trustees.

A few minutes later Richard Butler arrived and I asked him if he was resigning as well. He said that he was.

However, this mass resignation and walk out came as no surprise. I had received a telephone call while I was on holiday in Scotland telling me that the Chair had been overheard discussing her intention to resign at the AGM. She also told the office manager, Danielle Elliot that she should not cooperate with me after they had walked out, putting a young and relatively inexperienced employee in an extremely difficult position. Incidentally, Danielle Elliot was not the person who had telephoned me when I was in Scotland.

After spending nearly two years attacking Futures Trust charity as Chairman, totally unprecedented in my experience of charity involvement over a number of years, the intention was quite obvious that the expectation was that the charity, without a quorate trust board, would fold.

This raised a number of interesting issues. Primarily, Leo Healy and Steve Gardner are “council trustees” appointed at the behest of Cotgrave Town Council, who are obligated to providing two trustees at each and every meeting of Futures Trust Board; to legally establish a quorum.

Healy and Gardner do not tender their resignation to the Futures Trust Board. It is both courteous and their duty to make their intentions clear to council, which they did not. Secondly, if the anticipated collapse of the Trust had taken place as expected then the three staff who are employed directly by Futures could have their employment put in jeopardy through no fault of their own.

Thirdly, the two main licence holders, Serendipity and Compassion Care could also have had their operations placed in jeopardy causing massive disruption to two local businesses that provide a service to our community and employ a large number of local people.

Finally, as custodian trustees this irresponsible mass resignation could have resulted in Cotgrave Town Council have to devote officer time, legal opinion and potential financial risk.

In order to keep the trust operational I took advice and was able to confirm:

That Futures could operate in the interim **provided that** an Extraordinary General Meeting was held, giving twenty one days notice to the residents' of Cotgrave.

That the abandoned General Meeting that was to have been held on the 24th July was contrary to 21.1 of the Futures Declaration of Trust which states that the Annual General Meeting will take place during the month of November (or as soon as reasonably practicable thereafter)

That any new Trust Board would need to have an Annual General Meeting in November 2017 to fulfil the provisions in the Futures Declaration of Trust, giving at least twenty one days' notice to the residents' of Cotgrave.

That if the Extraordinary General Meeting did not engage sufficient trustees to establish a quorate Trust Board then the Coal Industry Social Welfare Organisation should be informed and further advice would be sought.

That the Town Council must nominate at least two councillors to the Trust Board at the earliest possible opportunity.

Nottinghamshire County Council is entitled to nominate a County Councillor as Trustee. They should be invited to send a nominee to replace Richard Butler but if they chose not to, it is of no consequence because that position does not form part of a quorum.

After giving twenty one days notice an extraordinary general meeting took place with ten residents in attendance.

There were sufficient Trustees who came forward to maintain the Trust Board. The new Futures Trust Board is looking forward to successfully operating the charity for the benefit of the residents of Cotgrave.

Drew Wilkie, Futures Chairman, 5th September 2017.

- 2013 Council's Chairman, said she would also like to be consider as Council third representative on the board.
- 2014 **Resolved** : "That Councillors K Chewings, M Chewings and C Jeffreys service as Council's representative on the Board of Trustees at Cotgrave Futures."
- 2015 Councillor Richard Butler had arrived late for the Annual General Meeting of Cotgrave Futures and wanted to explain that Nottinghamshire County Council have been reviewing their representation on outside bodies and his role was now no longer represented by Nottinghamshire County Council on the Board of Trustees and his decision to resign was not a personal one, but one made by Nottinghamshire County Council.
- 2016 Councillors Wilkie said that the report had been badly worded regarding Nottinghamshire County Council and they should be thanked for all the work and grants given to Cotgrave Futures over the years, but not having a Nottinghamshire County Council representative would not jeopardize the trust.
- 2017 Councillor Jeffreys thanked Councillor Butler for all the work he had carried out on behalf of Cotgrave Futures.

Working Groups

Pensioners Christmas Party & Bonfire Event

- 2018 All councillors agreed the idea to hold another party was a good idea.
- 2019 Councillor Healy spoke about last year's event and suggested that Council could start to look at alternative venues for this year's event and to consider the points made by the residents who attended on their comment cards.
- 2020 Council have decided to form a working group as soon as possible to discuss the Pensioner's Party and the Bonfire Event.
- 2021 The Clerk will send out dates for the meeting to take place.
- 2022 **Resolved** : "That a working group will consist of Councillors, C Jeffreys, S Gardner, K Chewings, M Chewings, L Healy, B Handbury, H Brumpton, D Wilkie, S Ellis, R Butler and D Eldridge.
- 2023 Councillor K Chewings will contact the Clerk with dates for the working group to discuss future development within Cotgrave, especially as Cotgrave is being considered for additional housing in the Rushcliffe Borough Council Local Plan part 2.
- 2024 Councillor Ellis suggested that Cotgrave could consider producing a Neighbourhood Plan.
- 2025 Councillor Butler noted that the Rushcliffe Borough Council Cabinet had decided which areas of land would continue to be considered for additional housing and industrial units following the initial consultation in March 2017. All areas which are being considered in the second consultation may not be used.
- 2026 The areas which are being considered in the second consultation in Cotgrave, is land off Mill Lane and Hollygate Lane, but it has been noted that Cotgrave schools are at capacity and Hollygate Lane/Bingham Road junction needs to be considered.

2027 No decisions have been made on any housing developments throughout the borough.

Light Source Funding

2028 Council has been approach by Kevin Cooper of Cotgrave FC to ask if they would consider sponsoring one of their football teams. The Cotgrave Town Council logo would be included on the football shirts at a cost of £1,000 for a one year period.

2029 This could be provided from the Lightsource Funding, which Council are using for supporting community events and projects.

2030 **Resolved** : "To sponsor Cotgrave FC for one year at a cost of £1,000."

2031 Councillor M Chewings ask how much funding was left from this year's money. The Clerk will informed Council of funding remaining for the next meeting.

2032 He made a suggestion of possibility of whether Council would be able to provide any funding for the horse sanctuary on Main Road, Cotgrave. This item will be added to the next Council agenda for further discussion.

Lamp Column Poppies

2033 Council had received some correspondence from the Royal British Legion inviting us to join the Nottinghamshire 'Lamp Post Poppy' Campaign which will take place during this year's Poppy Appeal (Thursday 26th October until Sunday 12th November).

2034 Lamp Post Poppies cost £3 each. Orders need to be placed by 30th September. The poppies are 15 inches in size.

Resolved : 'To purchase of lamp post poppies for the parade route and village signs.'

New Trailer

2035 Council have been loaned a high sided trailer from Mick Dutton & Sons. The trailer can be used to carry larger amount of equipment, mowers etc and hedge cuttings which would reduce fuel costs when transporting them to the pit site for burning. Council existing trailer is becoming considerable worn and nearing its end of usage.

2036 Mick Dutton has offered the trailer for a cost of £650 to buy.

2037 Councillor Jeffrey's proposed that Council purchase the trailer. This was seconded by Councillor Ellis. All Council were in agreement.

2038 **Resolved** : "To purchase the high sided trailer at a cost of £650."

Cotgrave Notice Board page on Facebook

- 2039 Following a recent incident regarding the proposed telecom mast on Maddison Park, on the Cotgrave Notice Board Facebook page. It has been brought to Cotgrave Town Council's attention by the Rushcliffe Borough Council's Monitoring Officer that this Facebook site must have a full disclaimer to state that the site is not owned, maintained or managed by Cotgrave Town Council the site belongs to a community group.
- 2040 All council were in full agreement.
- 2041 **Resolved** : 'To write to the owners of the Facebook Site, Cotgrave Noticeboard, informing that the page must include the disclaimer.'

Correspondence

2042 Nottinghamshire Association of Local Council

Notification had been received for the NALC Annual General Meeting which will be held on Wednesday 15th November at Epperstone Village Hall.

In accordance with NALC constitution every member Council is entitled to appoint two voting delegates to attend the meeting.

Councillor C Jeffreys and S Gardner wished to attend the AGM on 15th November.

NALC had also forwarded documentation regarding the Trade Union Pay Claim.

2043 Nottinghamshire County Council

An email had been received from Councillor Kay Cutts, Leader of the Council on funding boost for the County's unclassified road network of £1.27m.

2044 Letter from a resident

A letter had been received from a Cotgrave resident who had raise concerns regarding the Cotgrave regeneration project.

2045 Nottinghamshire Police Crime Figures for July 2017

Date	Crime	Location	Details
4th	Criminal Damage	High Hazles Road	Damage to lock
4th	Criminal Damage	Hickling Way	Damage to window on vehicle
4th	Burglary	Hickling Way	Household items taken
13th	Theft	Candleby Lane	Watch taken
15th	Burglary	Main Road	Offenders disturbed
17th	Criminal Damage	Walnut Grove	Car Scratched
20th	Theft from vehicle	Morkinshire Lane	Van broken in to – tools taken
20th	Theft from Vehicle	Deans Court	Van broken in to – tools taken
20th	Theft from Vehicle	Main Road	Tools taken
25th	Robbery	Whitelands	Money and jewellery taken
26 th	Criminal Damage	Ringleas	Car scratched

2046 Cotgrave Library

A letter of thanks has been received from Michelle Mark at Cotgrave Library thanking Council for grant funding some craft equipment for the Summer Reading Challenge, which this year was entitled "Secret Agent Training".

During the event approx. 20 children (with their parents) has attended each of the sessions and played games, cracked codes, made disguises, and of course made crafts.

Clerk's Report

- 2047 The Clerk had received notification from Positive Futures Trust inviting Councillors to a presentation event on Wednesday 11th October 2017.
- 2048 The Police had spoken with the Administration Manager regarding a resident on Eastmoor who had been having problems with footballs coming over their fence. The young people are using the monkey bars as goal posts.
- 2049 The Police has asked if Council would consider moving the monkey bars and adding a set of goal posts in the park.
- 2050 The Administration staff would make enquires and get some costings.

Suspend Standing Orders to allow the meeting to continue for a further 10 minutes.

- 2051 The Clerk had received notification from Via of roadworks taking place on 3rd October at Hollygate Lane, between 09.30 hrs and 15.30 hrs (access will be available from Bingham Road end)

Councillors Reports

- 2052 Councillor Wilkie informed that Cotgrave Futures would be holding a McMillan Coffee Morning on Saturday 28th October.
- 2053 Councillor K Chewings raised the issue of the constant correspondence from one resident regarding the siting of a telecoms mast on Maddison Field.
- If this is to continue, Council need to consider what is the next appropriate steps to take, and this made include contacting Council's solicitor, if this situation continues.
- 2054 Councillor S Ellis agreed that if the current correspondence regarding the mast continues Council will need to contact a solicitor.
- 2055 Councillor Shaw reported that the litter bins on the shopping centre are overflowing on Saturday mornings and had asked if they could increase the number of bins.
- 2056 Councillor Shaw also asked what the situation was with the field on the old A46. Councillor Butler informed that Nottinghamshire County Council were dealing with this matter and had now made contact with a representative of the landowner and discussions were ongoing.
- 2057 Councillors L Healy and B Handbury also raised their concerns about the amount of correspondence being produced via email to the Clerk by one resident, regarding the planning application for a telecom mask on Madisson field.

- 2058 Councillor Butler provided an update from the Planning Inspectorate on the site at Stragglethorpe. The date of the appeal was 30th August. It was originally being heard at the Magistrates Court but will now be heard at Crown Court. The date for the hearing has been deferred.
- 2059 Councillor Brumpton wished to add the trees on Plumtree Road to the next Council agenda.
- 2060 Councillor Brumpton also reported that there had been issues in the area with horse thefts.

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

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