

Cotgrave Town Council Meeting held on 4th October, 2017

- Present : Councillors C Jeffreys (Chairman), R Butler, K Chewings, M Chewings, S Ellis, D Eldridge, S Gardner, B Handbury, L Healy, J Mileham, I Shaw, and Y Wilson.
- Apologies : Councillors P Pearson (Work), A Wilkie (Illness) and H Brumpton (Illness)
- Absent : Councillor C Denham
- In Attendance : The Clerk, Administration Manager (Cotgrave Town Council),

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

Declarations of Interest

2061 None received.

Public Open Session

2062 No members of the public were present.

Minutes of the Previous Meeting of The Full Town Council held on 13th September 2017

2063 **Resolved** : "That the minutes of the Town Council Meeting held on 13th September 2017 be received and confirmed as a true record."

Progress

2064 1963 Cotgrave Festival

The Cotgrave Festival Committee had met on Wednesday 29th September. They still had a short fall in volunteers to help on the weekend of the Festival, ie for setting up, during the event and packing away after the event on the Sunday.

A further meeting will be held and if there is not enough volunteers to help the Festival for 2018 may have to be cancelled.

Councillors I Shaw, S Gardner, Y Wilson, L Healy, K Chewings, D Eldridge, M Chewings and C Jeffreys, said they would be available to help out at various times over the weekend.

2065 M1971 Speeding on Hollygate Lane

The temporary interactive speed sign on Hollygate Lane will be replaced by a larger permanent interactive sign in October or November 2017, to continue to remind drivers of their speed when entering Cotgrave.

2066 M1973 Royal Mail Post Box on Owthorpe Road

Councillor Shaw had still not heard anything from the Royal Mail regarding the replacement post box. He would make contact with them again.

2067 M1979 Maddison Field

Some signage is being purchased for the gates of the football pitch at the rear of Madisson Field, due to the nature of change of the outer field to a dog walking field.

The signs will be located on the football pitch gates. One sign will be for "no unauthorised access" and the second sign "no dogs permitted beyond this point" and a third sign inside the gate to remind the football players to keep the gate closed.

Council were all in favour to the placing of the signs onto the field gates.

2068 M1994 Shared Access Telecom Mast

The telecom mast proposed for Maddison Field was granted planning permission by Rushcliffe Borough Council on 14th September 2017.

2069 M2001 Remembrance Day Parade

The additional signage for the parade has now been ordered at a cost of £470. These signs will be used for future Remembrance Day Parades.

The Temporary Traffic Restriction Order (TTRO) has now been obtained.

2070 M2007 Ringleas Park

Council staff are monitoring the play surface surrounding the roundabout and will take action if required.

A complaint has been received from the police from a resident who lives by the park, regarding the young people using the trim trail as goal posts and football being kicked into the garden.

Council discussed the purchasing of a set of 7 a side goal posts further away from the properties in be installed into the park.

The Clerk will order the goal posts and arrange for fitting.

2071 M2018 Working Groups

The working group for the Pensioners Party and Bonfire Event had met twice.

A full report will be given in the agenda item.

2072 M2024 Neighbourhood Plan

The working group had not yet met to discuss the Neighbourhood Plan.

Councillor Ellis said that he had a contact at Radcliffe on Trent who were currently producing a Neighbourhood Plan.

2073 M2027 Housing Development in Cotgrave

A public consultation is taking place on 9th November at Cotgrave Futures from 4pm to 8pm in the main hall.

Councillor Ellis asked if the event could be better advertised. The posters were on Council's Notice Boards and website and in the Library.

Council's Administration would see if some of the shops would be able to display a poster.

2074 M2032 Light Source Funding

Councillor M Chewings had not been able to make contact with the owners of the horse sanctuary on Main Road, Cotgrave.

2075 M2033 Lamp Column Poppies

The poppies have been delivered and will be displayed on lamp columns on the parade route.

2076 M2039 Cotgrave Noticeboard page on Facebook

The Clerk had written to the administrator of the Facebook page to ask for a disclaimer to be put onto the Facebook page. The disclaimer has not been placed on to the page.

2077 M2047 Positive Futures Trust Presentation

The Clerk reminded Councillors who were attending the presentation on Wednesday 11th October at 6.30 for 6.45 start until 8pm. A light buffet would be supplied.

2078 M2052 McMillan Coffee Morning

Councillor M Chewings reminded Council that the McMillan Coffee Morning is taking place at Cotgrave Futures on Saturday 28th October 2017.

2079 M2055 Litter Bins on Shopping Centre

The litter bins were now being emptied at the weekends. They were not emptied due to Streetwise being a team down on that particular weekend.

2080 M2056 Field on the old A46

Councillor Mileham asked if there had been an update on the fly tipping at the field on the A46.

Councillor Butler advised that it was going through a legal process and a land owner had made contact with Nottinghamshire County Council. It is progressing.

Planning Minutes

2081 Councillor Wilson said that it was exciting that the planning application for the construction of a multi user route along the former mineral line running east of Stragglethorpe to Nottingham, had been passed.

The works were expected to be completed by Christmas17.

2082 **Resolved** : 'To confirm the planning minutes record the decisions taken by Council and those of the Planning Authority.'

Financial Matters

2083 Payments

Resolved: "That the payments made since the previous meeting totalling £17,100.51 as recorded on page 5 be approved and the invoices awaiting payment be paid".

2084 Income

Resolved: That the income received since the last meeting be noted, as reproduced on page 6.

2085 It was noted that the £3,000 from Nottinghamshire County Council's Supporting Local Communities Fund had now been received in Council's bank account, this was the grant for work completed at the War Memorial.

2086 The payment from the County Council had failed in April, which had already been added in Cotgrave Town Councils accounts, this was removed from Cotgrave Council's accounts in May and then reinstated in August payments, when the bank transfer completed.

Financial Statements

2087 Members considered the August 2017 Statements as reproduced at the back of the Minute Book.

2088 At the end of August 2017, Council had £34,094.34 in the HSBC account, £25,125.34 in the Co-op account and £262,762.89 in the NatWest account.

PAYMENTS MADE – TOWN COUNCIL MEETING 4 th October 2017					
Date	Company	Invoice No	Details	Powers	Amount
AUGUST					
5.8.17	Veber	1285-45464	Data Back Up	1	13.20
24.8.17	Opus	62688850	Pavilion Electricity	1	34.49
3.8.17	Talktalk	17053378	Phone and Broadband	1	20.70
10.8.17	Clear Business		Faxline	1	17.38
28.7.17	Notts CC	92037554	July Wages	1	9571.84
SEPTEMBER					
1.9.17	Arco	930966954	Safety Boots - Groundsman	1	119.99
7.9.17	L Knight		Reimbursement for Safety Books for Groundsman	1	65.00
7.9.17	J Pick		Reimbursement for Digital Recorder	1	89.98
31.8.17	Adlard Print	15517	Printing of Autumn Newsletter	4	1297.00
13.9.17	Clear Business	602064	Faxline	1	17.38
5.9.17	Hopkins Solicitors	C4606.1	Services for Multi Service Centre	1	1150.00
12.9.17	Mick Dutton & Son	11818	Repair Scag Mower / Purchase Trailer	1	831.60
5.9.17	Mick Dutton & Son	11806	Oil, Chainsaw	1	243.00
12.9.17	J A Kents	55018	September Grass Cutting	1	735.58
7.9.17	Notts CC	1615903	Air Freshener / Keyfobs	1	15.85
8.9.17	Streetwise	12833	Empty Dog Bins / Service Charges	1	504.90
8.9.17	Streetwise	12834	Play Area Inspections July 17	1	284.90
11.9.17	J Towndrow	1	Co-option process 13.9.17	1	25.00
27.8.17	UK Fuels	971361	Fuel	1	167.41
25.9.17	CCS	8234	Toner	1	98.40
21.9.17	Cotgrave FC		Sponsorship	1	1000.00
15.9.17	Grant Thornton	8733695	2017 Annual Return	1	720.00
19.9.17	J Stephenson	61629362	Safari Sale Advert	1	20.40
20.9.17	Notts CC	1617907	Black Bags / Diary	1	56.51
TOTAL					17,100.51
<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 – 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

AUGUST			
31.8.17	NatWest Bank	Interest	2.23
2.8.17	Cotgrave FC	Rent August 17	171.97
Aug 17	HSBC	Transfer of Funds from Co-Op Account	12,000.00
1.8.17	SLC Grant	War Memorial works	3,000.00
SEPTEMBER			
7.9.17	Barrys Autos	Newsletter Advert	83.16
7.9.17	Resident	Safari Sale Stall	5.00
25.9.17	Rushcliffe Borough Council	Grass Cutting	404.76
25.9.17	Cash	Safari Sale Stalls x 20	100.00
26.9.17	Rushcliffe Borough Council	Precept	95,137.00
TOTAL			110,904.12

Financial Accounts for year end 31st March 2017

- 2089 The External Audit had been returned from Grant Thornton and the accounts have been approved from 2016/17. Information had been posted on Council's Notice Board advertising that the accounts are available to be viewed until 11th October 2017.

Grants

- 2090 An application had been received from Cotgrave Young Peoples Centre for the enhancement of the outside space of the Youth Centre.
- 2091 The area is unused, overgrown with hedging and uneven slabs. The grant would be able to help create a usable, safe and fun place for the young people play organised games, ie soft archery, basketball, outside table tennis etc.
- 2092 The Youth Club can hold 30 children and the additional space would enable to team to provide an improved programme of activities at all of the 4 weekly sessions.
- 2093 From the information provided on the grant application form, Council were not sure of the exact amount of funding the youth centre required.
- 2094 The Clerk would ask for more details information and this would be added to the agenda at the Council meeting on 8th November.

Cotgrave Futures

- 2095 The former Chairman of Cotgrave Futures gave a report in response to the new Chairman's report at Council Meeting held on 13th September.
- 2096 Councillor Mileham had decided to tender her resignation at the meeting, after being the Chairman for 3 years. The role is a voluntary role.

Her response is reproduced on the opposite pages.

Yes, I have. It's surely a duty of a chairman to question everything. I wrote to the Charity Commission and their reply was that Cotgrave Futures could keep charity status because the Nursery provided education, a somewhat tenuous claim to Charity status.

The lack of residents at an AGM proves the lack of interest in the village as a whole. It is also the only meeting that residents are able to attend, and no minutes of meetings and are made public. No, I did not canvas a tenth person. Neither did I say that which has been reported regarding apparent remarks about not having an AGM. Tired of being shouted at, and not for the first time, I simply said that I resigned as Chairman and Trustee, and left the room. No-one else said they were resigning at that point, they simply left.

I informed the meeting of the resignation of a Trustee at Apologies, and said that I would go into it further later in the meeting.

The Nottinghamshire County Council representative made his position clear at the last Town Council meeting.

That someone should make a telephone call to tell of my impending resignation defies logic – it had been publicly known for several months and was not a secret. The mention of the Administration Manager is most unfair to her. I did not say that which has been reported to her, and I would never consider that she would make such a phone call.

I have not spent 2 years “attacking” Futures, far from it; I have actually spent a little over 3 years successfully running it. I stopped the yearly grant from Cotgrave Town Council, saving them £21,000.00. I spent a grant secured from the Town Council for kitchen refurbishment, which had sat in the bank for far too long, an under spend of £1,000.00 was returned to the Council. I have always been available to open and close the building when necessary, and have covered for holiday and sickness. A query I dealt with regarding the Rateable Value concluded with a rebate of £1,000.00.

The two Town Council Representatives that left the meeting did not, and have not resigned, and so still hold that position.

The “collapse” of the Trust would not affect the three employees, the building would still operate and their services would still be needed.

There is only one License holder, and their operation would have been secure. As there was no “mass resignation” the idea that Cotgrave Town Council would have to devote time does not apply.

I would like to point out that the Board of Trustees of Cotgrave Futures are all volunteers, and they can resign whenever they see fit. A lot of time has been given freely by several people. Had I not been a member of the Town Council I would not have been privy to this report, and would not have had the opportunity to answer it.

- 2097 Councillor K Chewings, one of Council's representative on the Board of Trustees said there was great potential for Cotgrave Futures and the Board will be bringing Cotgrave Futures into the Community and will be looking at ways of making additional savings in running costs for the building.
- 2098 Councillor K Chewings said that the Board would provide Council with minutes of each of their meetings and the minutes would also be available to the public.
- 2099 Councillor K Chewings noted that Cotgrave Town Council had voted 3 new representatives on to the Board of Futures Trust. The 3 members are Councillors K Chewings, M Chewings and C Jeffreys.
- 2100 Councillor M Chewings reminded Council that Futures would be holding a coffee morning on Saturday 28th October in aid of MacMillan.
- 2101 The Chairman of Cotgrave Town Council, thanked Councillor Mileham for her splendid work as Chairman of Cotgrave Futures on behalf of Cotgrave Town Council.

Work Groups

Pensioners Christmas Party

- 2102 The working group have met on two occasions to make arrangement for the party.
- 2103 It has been agreed that it would be held at Cotgrave Welfare on Tuesday 12th December and the format would be similar to that of the previous year, with some minor changes.
- 2104 Councillor L Healy apologies that he had not been able to attend the last meeting.
- 2105 A meal will be provided by EJ's Catering and volunteers will be requested to help with the serving of the meal.
- 2106 Further information on the party will be available after the next meeting of the working group.

Bonfire Event

- 2107 The Bonfire Event is booked for Sunday 5th November. The fireworks display had already been booked.
- 2108 Gates will open at 6pm for the display at 6.30, with a finish time of approximately 7pm.
- 2109 The working group had suggested that we double the amount of pallets used from last year, from 20 to 40, and they would require approximately 10 marshalls.
- 2110 The Clerk will arrange for pallets for the bonfire and rubbish bins for the event.
- 2111 The working group would like to have a banner made to advert the event, the Clerk will arrange this.
- 2112 The working group will produce a poster to advertise the event and arrange for the Trent First Responders to attend the event, to provide the first aid cover required.

- 2113 The bonfire will be lit at 6pm, when the gates are opened for the public and the fireworks display at 6.30pm.
- 2114 EJ's Catering have been asked to provide light refreshments in the pavilion for the event.
- 2115 The Cotgrave Town Council ground staff will be in attendance to help with the management of the bonfire.

Lightsource Funding

- 2116 The Clerk had provided Council with a list of how the Lightsource funding had been spend over the previous year. These figures are reproduced below, and will also be included in the next edition of Cotgrave Connections Newsletter.

Lightsource Funding Year 1 = £4,900.00

Pensioners Party

Meals	£1,780.00
Buffet for Volunteers	£ 40.00
Artist for Party	£ 100.00
Banquet Roll	£ 16.38
Sweets for School Choir	£ 8.10

Bonfire Event

Pallets for bonfire	£ 20.00
Guy Competition Prizes	£ 30.00
Staff Costs	£ 276.00
Insurance	£ 383.25

Christmas Lights Event

Selection Boxes	£ 313.00
Entertainers	£ 495.00

Easter Event

Deposit for Film club	£ 150.00
Crafts	£ 165.19
Easter Eggs	£ 105.52

Total Spend for Year 1 £3,882.44

Lightsource Fund Year 2 £5,156.00
Carried forward from Year 1 £1,017.56

Total available for 2017-2018 £6,173.56

Easter Event Films & Accessories £ 177.93
Sponsorship of Cotgrave FC Team £1,000.00

Remaining Funding for 2017-2018 £4,995.63

- 2117 Councillor K Chewings had met with the Manager of Cotgrave Leisure Centre to discuss different ideas including free swimming sessions during the school holidays or sports events.

- 2118 The Leisure Centre Manager has suggested the possibility of providing the leisure centre with an outdoor table tennis facility, free for all to use. The bats and balls would be available from the reception and also have advertising boards located on the leisure centre wall, showing all the free play parks and areas to visit in Cotgrave.
- 2119 The discussions are ongoing.

Remembrance Day Parade – Sunday 12th November 2017

- 2120 A meeting is needed to be arranged to discuss the Marshalling of the road closures required by the police, to allow the parade to take place.
- 2121 The Temporary Restriction of Road Order has been applied for and has now been approved by the County Council.
- 2122 The Clerk had also received a copy of the running order for the day from John Ludlam.
- 2123 Additional volunteers are still required to help with the marshalling of the road closures.

Smartwheelie – Speed Awareness Stickers

- 2124 Council had received information from Smart Wheelie, a company that provide speed awareness wheelie bin stickers to local Councils, residential groups and some local constabularies.
- 2125 Councillor L Healy, who also volunteers with the Speedwatch Team had made enquiries regarding the stickers and found that most areas who had placed them on to the wheelie bins had noted a speed awareness by drivers and said that he would speak with the local Speedwatch Team to see what their thoughts were on the stickers and could this possibility help with speeding traffic in Cotgrave and consider which streets could be included in the scheme.
- 2126 Councillor L Healy proposed that once some feedback had been received from the Speedwatch team, and also from Cotgrave's Local Beat Manager, PC H Shinn, that in principal, Cotgrave Town Council purchase an amount of stickers to be distributed to residents around Cotgrave. The Speedwatch team would also help with their distribution. This was seconded by Councillor M Chewings.
- 2127 **Resolved** : "To purchase speed awareness sticker for wheelie bins."

Mini Pitches at Arthur Ridley

- 2128 Barratts/David Wilson have informed that the two mini pitches built as part of the Section 106 agreement, have been completed and that the pitches have been handed over the Nottinghamshire County Council.
- 2129 Nottinghamshire County Council would like Cotgrave Town Council to take over the lease of the mini pitches, which would include taking over all the maintenance of the pitches.

- 2130 A lease will need to be drawn up and agreed between the County Council and Cotgrave Town Council before the pitches will be available for use by Cotgrave FC.
- 2131 The Clerk will inform Cotgrave Town Council solicitor, Hopkins, to expect contact from the Nottinghamshire County Council regarding the lease.
- 2132 **Resolved** : "To instruct our solicitor to engage with NCC Council's Solicitors to draw up the lease."

Citizenship Awards Presentation 2017

- 2133 Council had been provided with details of the presentation, with a proposed date of Wednesday 1st November at 7pm, to be held at Cotgrave Futures.
- 2134 It was agreed that the invitations for the event would be extended to the recipients of the previous 5 years as well as those who will be presented with the 2017 awards, plus one guest per person.
- 2135 A small buffet will be provided by Grannies.
- 2136 **Resolved** : 'To provide a celebration event for Citizenship Awards'

Correspondence

2137 Rushcliffe Borough Council

Notification had been received from Rushcliffe Borough Council for a Public Consultation of the Rushcliffe Local Plan.

The Consultation will take place on Thursday 9th November, at Cotgrave Welfare Club between 4pm and 8pm.

Earlier in the year the Borough consulted with residents on potential housing site on the edge of Cotgrave. Having considered the responses, the Council is hold a further consultation on the preferred sites which the Council believes could be allocated in the Local Plan.

2138 Nottinghamshire Police Crime Figures for August 2017

Date	Crime	Location	Details
5th	Criminal Damage	Flagholme	Known person damaged property
6th	Theft	Woodview	Purse lost – bank cards used.
7th	Non Dwelling Burglary	Bingham Road	Ram Raid – cash machine taken
15th	Theft	Woodview	Garden Ornament taken
15th	Theft from vehicle	Whitelands	Car broken in to
29th	Criminal Damage	Eastmoor	Car Scratched

2138 Email from a resident

An email had been received from a young resident of Cotgrave asking if a Skate park could be located somewhere in Cotgrave, having visited the one at Radcliffe-on-Trent over the summer holidays.

An invitation has been sent, asking if they would like to meet the council or a smaller group of councillors to discuss the idea further.

2139 Severn Trent Water

Notification from Severn Trent Water had been received informing Council that due to changes in the water industry, specifically for non-household customers, from 1st April 2017 the water market is opening to competition.

2140 The new market will work in a similar way to other utility markets, in which customers will have freedom to choose a retailer for services such as billing, customer service and meter reading.

2141 Severn Trent and United Utilities have joined together to create a new water retail company called Water Plus especially for business customers in readiness for these market changes.

2142 Council uses the services of Severn Trent Water at the allotments site located at Burhill and Forest Close.

2143 Via East Midlands

Via EM have informed Cotgrave Town Council that the permanent interactive road sign will be fitted in October or November 2017 on Hollygate Lane.

To suspend Standing Orders to allow for the meeting to continue for a further 20 minutes

Clerk's Report

2144 The Clerk had received notification of a New Councillors Training Course which will be held on 17th January at Epperstone.

Councillors Reports

2145 Councillor Shaw ask that a meeting with Trent Barton be arranged. The suggested date was Wednesday 18th October at 7pm. The Clerk would contact Trent Barton to see if they would be available.

2146 Councillor Shaw also advised Council that a horse rider was riding through the Daleside area and onto the green area on The Dial to access the bridleway.

Advised that he need to speak to Rushcliffe Borough Council.

2147 Councillor Eldridge mentioned that certain parts of Cotgrave were quite untidy and would it be a good idea to have an allotted day for residents to be able to clear away unwanted items.

Councillors Butler said that other villages organised community litter picks and maybe Council could organise a Community Spring Clean for next year.

-12-

Councillor Wilson noted that Rushcliffe Borough Council used to provide a Saturday Collection, once a year, free of charge but this does not take place anymore.

2148 This suggestion would be placed on the agenda for discussions at the next council meeting.

2149 Councillor K Chewings informed Council that a date for a Local Plan working group meeting needed to be arranged. Wednesday 25th October at 7pm in Cotgrave Futures was suggested.

To proposes that the press and public will be excluded from the meeting during consideration of the Following item of business on the grounds that it involve the likely disclosure of exempt information as Defined in Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960.

Shared Access

2150 **Resolved** : "To instruct the Solicitor to write for permission of the Coal Authority regarding the covenant.'

Notice of Motion

2151 **Resolved** : 'To accept the Motion with amendments.'

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

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