

Cotgrave Town Council Meeting held on 8th November, 2017

- Present : Councillors C Jeffreys (Chairman), H Brumpton (until 8.20pm), R Butler, K Chewings, S Ellis, D Eldridge, S Gardner, B Handbury, L Healy, J Mileham, I Shaw and Y Wilson.
- Apologies : Councillors M Chewings (illness) and A Wilkie (illness)
- Absent : Councillors C Denham and P Pearson
- In Attendance : The Clerk, Administration Manager (Cotgrave Town Council) and Lorna Marley (Cotgrave FC).

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

Before the start of the meeting the Chairman of Council asked all present to stand and take a few moments to remember those who had lost their lives in conflicts and for the sacrifices they made.

- 2152 At the Council meeting held on 13th September, Councillor Christine Jeffreys made some comments that may have caused offence or embarrassment and for that she made her sincere apologies.

Declarations of Interest

- 2153 None were received.

Public Open Session

- 2154 Lorna Marley, Secretary of Cotgrave FC asked the Council when the new mini pitches would be ready to be handed over to Cotgrave Town Council from Nottinghamshire County Council, so that these may start to be used by the football club.

Council advised that the lease had been released from Nottinghamshire County Council to Council's solicitors. Before this can be signed off there are a few problems that the need to be addressed that has been raised by the Chairman of the football club.

Minutes of the Previous Meeting of The Full Town Council held on 4th October 2017

- 2155 Councillor Ellis wished to note that minute number 2072 should read Wingerworth and not Radcliffe on Trent.

Resolved : "That the minutes of the Town Council Meeting held on 4th October 2017 be received and confirmed as a true record."

Progress

2156 M2064 Cotgrave Festival 2018

Nottingham 4 x 4 Team have volunteered their services to help out on the weekend of the Festival. The team are a group of volunteers that provide assistance to public events etc.

2157 M2066 Royal Mail Post Box on Owthorpe Road

Councillor Shaw informed Council that he had been told that the replacement post box should have been in place by 10th October. He would make further enquiries.

2158 M2067 Madisson Field

Madisson Field is being used very well as a dog walking area. This will be reviewed at the next Council Meeting.

2159 M2073 Housing Development in Cotgrave

The Public Consultation is due to take place on Thursday 9th November at Cotgrave Welfare between 4 and 8pm.

Posters advertising the event had been distributed to homes in Cotgrave by Rushcliffe Borough Council.

2160 M2075 Lamp Column Poppies

The poppies have now been displayed on the lamp columns for the route of the Remembrance Day Parade on Sunday 12th November.

Residents are pleased to see the poppies on the lamp columns.

2161 M2078 McMillan Coffee Morning

The coffee morning held at Cotgrave Futures on Saturday 28th October at Cotgrave Futures had raised £114 for the McMillan charity.

2162 M2080 Field on the old A46

This waste dumping issue is still going through the legal process with Nottinghamshire County Council and the land owners.

2163 M2126 Smartwheelie – Speed Awareness Stickers

Councillor Healy has arranged a meeting with the SpeedWatch team to discuss the stickers on 13th December 2017.

2164 M2133 Citizenship Awards Presentation Evening

The presentation event was a great success and those receiving the awards had a very pleasant evening, with a good buffet.

2165 Councillor Jeffreys thanked the Clerk and Administration Manager for organising the event on behalf of Council.

2166 M2138 Email from resident

An invitation had been sent to the young person to attend a small meeting with a group of Councillors. This has been arranged for Monday 20th November at 4pm at the Council Office.

Councillors C Jeffreys, B Handbury and J Mileham would attend the meeting to listen to the young person's ideas for a skate park in Cotgrave.

2167 M2145 Trent Barton Working Group

The next working group meeting had been arranged for Wednesday 22nd November at Cotgrave Futures at 7pm.

Councillor Shaw has asked Councillor Jeffreys is she can chair the meeting in his absence.

2168 The Your Bus 822 service is being used very well. This service is provided by Nottinghamshire County Council.

2169 M2149 Neighbourhood Plan

Following a meeting of a working group to discuss Neighbourhood planning, a formal request has been made to RCAN for advice. Letters had been sent to Cotgrave Candleby Lane School, Cotgrave Church School and South Nottinghamshire Academy asking what the schools capacities are and at what capacity they are all currently running at. A letter had also been sent to the Doctors asking the same question.

The Clerk has arranged for Jenny Kirkwood to meet with the working group on 7th December to speak on how to start and what is required to produce a Neighbourhood Plan.

Planning Minutes

2170 **Resolved** : 'To confirm the planning minutes record the decisions taken by Council and those of the Planning Authority.'

Financial Matters

2171 Payments

Resolved: "That the payments made since the previous meeting totalling £23,518.07 as recorded on page 4 be approved and the invoices awaiting payment be paid".

2172 Income

Resolved: That the income received since the last meeting be noted, as reproduced on page 5.

PAYMENTS MADE – TOWN COUNCIL MEETING 8 TH NOVEMBER 2017					
Date	Company	Invoice No	Details	Powers	Amount
	SEPTEMBER				
24.9.17	UK Fuels	944012	Fuel	1	195.83
26.9.17	Sublime Shine	262-263	CTC & CF Window Cleaning	1	61.98
24.8.17	Notts County Cl	92049291	August Salaries	1	8624.49
9.9.17	Opus Energy	62852631	Sportsground Pavilion Electricity	1	36.12
4.9.17	Veber	1285-45531	Data Back Up Service	1	13.20
	OCTOBER				
3.10.17	Mrs J Stephenson		Memory Stick/Microphone	1	11.98
27.9.17	Notts County Supplies	SU1618905	Note Blocks	1	2.64
1.10.17	Rialtas Business	SM18193	Data Back Up Service - Omega	1	144.00
1.10.17	Rialtas Business	SM18174	Omega Software Maintenance	1	294.00
3.10.17	Rushcliffe BC	70551030	Parks Quarterly Rent x 3	1	203.75
3.10.17	Rushcliffe BC	70551085	Quarterly Rent Studio 3	13	1410.00
25.9.17	Notts CC	92060684	September Salaries	1	9109.97
18.9.17	Royal British Legion	PAEP17	Event Poppies	1	90.00
25.10.17	A R Signs	20030/1	Park Sign	1	324.00
24.10.17	A R Signs	29867/1	Remembrance Day Parade Signage	1	567.00
6.10.17	Big Bang Fireworks	2170005	Fireworks Display Deposit	9	700.00
12.7.17	J A Kents	54556/55213	July and October Services	1	1471.16
19.10.17	Market Shop		Hardware	1	27.95
31.10.17	NALC		New Councillor Training	1	30.00
6.10.17	Notts County Supplies	1620358	Gloves	1	7.02
31.10.17	Mrs J Pick		Christmas Comp Vouchers	9	150.00
			Citizenship Awards Items	9	8.75
5.10.17	Veber	1285-45601	Data Back Up	1	13.20
12.10.17	Clear Business	1652035	Landline	1	17.38
9.10.17	Opus	63015771	Pavilion Electricity	1	36.83
			TOTAL		23,518.07
<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 					

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Income Received

OCTOBER			
9.10.17	Rushcliffe Borough Council	Litter Clearance at Shopping Ctr	684.60
9.10.17	Western Power	Wayleave	3.45
2.10.17	Cotgrave FC	Rent	171.97
26.10.17	Rushcliffe Borough Council	Grass Cutting	404.76
30.10.17	Christmas Lights Event	4 x Stalls	20.00
30.10.17	Christmas Lights Event	Stalls	10.00
TOTAL			1294.78

Financial Statements

- 2173 Members considered the September 2017 Statements as reproduced at the back of the Minute Book.
- 2174 At the end of September 2017, Council had 115,566.69 in the HSBC account, £25,123.84 in the Co-op account and £262,764.98 in the NatWest account.

RBS Rialtas

- 2175 Council noted the support and maintenance fees and charges for 2018-19 for Council's software package and agreed to continue using the software and service provided.

Grants

- 2176 At Council meeting held on 4th October, Cotgrave Young People's Centre had put in a grant request for a contribution towards providing additional outdoor space at the Youth Centre.
- 2177 More information had been received regarding the amount of grant funding that they were asking for.
- 2178 **Resolved** : "To award a grant of £1,000 for the upgrading of the outside area of the Youth Centre."
- 2179 A second request was received from Cotgrave Open Gardens. The group is organising an Open Garden event in Cotgrave on the weekend of 19th-20th May 2018.
- 2180 They plan to charge a small fee for admission, with any profits to go to Ashlea School.
- Councillor C Jeffrey has agreed to pay for their insurance from her Rushcliffe Council fund and Councillor Richard Butler has offer support for the printing costs from his Nottinghamshire County Council fund.
- 2181 Cotgrave Town Council agreed to also support the event by providing a grant and have been made aware that an overall sponsor is required. The Town Council have requested further information on how much extra is required and will consider sponsoring the event.
- 2182 **Resolved** : "To award Cotgrave Open Gardens a grant of £100 to purchase a banner."
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Work Groups

Pensioners Christmas Party

- 2183 The Working Group have arranged to meet again on Tuesday 14th November at 4pm in Cotgrave Welfare to firm up the arrangements for the event, including entertainment, tickets, volunteers and catering.
- 2184 Councillors K Chewings has the tickets ready for printing. He will let the admin staff have these.

Bonfire Event

- 2185 The Bonfire event on Sunday 5th November was very well attended by residents. The Fireworks display was once again superb.
- 2186 Unfortunately there was no entries for the Guy Competition. This will be reviewed by the working group for next year's event.
- 2187 As there was a large amount of people attending, unfortunately the catering facilities sold out of food before the end of the event.
- 2188 It was noticed by councillors and residents of Cotgrave, that this event was the only fireworks event locally that was free to attend, and Cotgrave should be very proud of that.
- 2189 Next year's event will be booked for Sunday 4th November for 6.30pm. The Clerk also informed Council that she had been advised that the cost of the fireworks may increase in the next year.

Remembrance Day Parade – Sunday 12th November 2017

- 2190 The signs warning people of the road closures for the parade have been put up on the parade route and letters have been delivery to residents on the parade route and it has been included on the school newsletters and Cotgrave Town Council website.
- 2191 There will be a briefing in the Town Council Office on Sunday morning at 9am.
- 2192 Council would also like to thank the Notts 4 x 4 Team who have very kindly volunteered their services to assist with the road closures on Sunday.

Mini Pitches

- 2193 The Terms of Engagement for the Mini pitches had been received. Council discussed whether or not to carry out the searches suggested by the solicitor but have signed the Terms of Reference documents
- 2194 The Clerk was asked to find out if all the searches are necessary and the cost of the ones the solicitor suggests Council should consider.

8.10 pm Councillor H Brumpton left the meeting.

- 2195 The Clerk was asked to ask Nottinghamshire County Council why the terms was only for 21 years.

Cotgrave Spring Clean

- 2196 Councillor Eldridge has suggested trying to organising a spring clean day for Cotgrave, including a community litter pick and a removal for residents of larger items.
- 2197 Rushcliffe Borough Council have in previous years held a one day event when people could leave out larger items for collection.
- 2198 Streetwise have also helped out by supplying litter pickers, bags, gloves etc for community clean up days in Cotgrave, which they would be very happy to supply again.
- 2199 Council would to make enquiries regarding the cost of hiring a refuse lorry for a day to assist with collection of larger items. Councillor Butler would contact Streetwise.

Rushcliffe Local Planning Consultation

- 2200 Council had been given a copy of the Rushcliffe Local Plan Consultation with the details for Cotgrave and an event is taking place at Cotgrave Welfare on 9th November to allow residents to discuss the details of the plan.
- 2201 The consultation deadline date is 5pm on Monday 27th November 2017.

Quarterly Park Inspections Report

- 2202 The quarterly inspection reports has highlighted very few issues. The smaller items – graffiti, leaf clearing etc would be dealt with by Council's Grounds men.
- 2203 The Play equipment on The Green play area is becoming quite worn and is showing signs of requiring repair works and will require regular monitoring. One timer slat on the large multi play unit requires replacing and the ground chains on the chain ladder are showing signs of wear.
- 2204 The wet pour surface on the roundabout at Ringleas Play Area is still showing signs of dropping and holding water. The Administration Manager will arrange to meet with the suppliers to discuss the situation.
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Correspondence

2205 Nottinghamshire Police Crime Figures for September 2017

Date	Crime	Location	Details
1st	Criminal Damage	Woodview	Window smashed at house
6th	Theft from Vehicle	Mensing Avenue	Tools taken from van
6th	Theft from Vehicle	White Furrows	Tools taken from van
6th	Theft from Vehicle	Crosshill	Tools taken from van
9th	Criminal Damage	Saxon Way	Window smashed on vehicle
11th	Criminal Damage	Edgington Close	Damage to boon on vehicle
14th	Non Dwelling Burglary	Lawrence Close	Garage broken in to
14th	Criminal Damage	Bluebell Avenue	Car tyres slashed
18th	Theft of Vehicle	Grassmere	Car taken
23rd	Criminal Damage	Crosshill	Window smashed on vehicle
26th	Criminal Damage	Green Platt	Paint thrown on car

2206 Cotgrave Library

An email had been received from Michelle Mark at Cotgrave Library to say thank you to Council, who had previously provided the Library through a grant, with special colour pens that the library have used on the "Notts Rocks" craze, where basically people are decorating rocks and stones and leaving them out to make other people smile. The Library had held a session on a Saturday morning for people to bring their stones, decorate them and leave them around the area.

2207 Nottinghamshire County Council – Planning Officer

An email had been received from the Planning Officer informing Council that the County has prepared a review of its Statement of Community Involvement (SCI). The SCI sets out how the County Council will consult and involve communities in carrying out its planning functions.

The County Council is seeking comments on the Draft Review of the SCI. Comments can be made in writing to Nottinghamshire County Council at County Hall or by email to planning.policy@nottsc.gov.uk. The closing date for receiving representations is 12am (midnight) on 18th December 2017.

2208 Via – Environmental Management Design

Council has received an email from Via East Midlands regarding the former mineral railway line and the planning permission to construct the multi user route.

The works will be carried out over several phases depending on available funding. Funding has been secured for the first phase. The second and third phase shall be constructed at a later date should funding be available.

The works are anticipated to commence at the end of October. Regular updates will be emailed to Council as the scheme progresses.

2209 WPS Insurance Brokers

A letter has been received from Council Insurance Brokers, WPS regarding the WPS "Council Guard" insurance Scheme, advising Council that after 15 years with Aviva Insurance they have now chosen to use Royal & Sun Alliance as the new scheme insurer, which will be effective from 1st January 2018.

2210 Nottinghamshire Police and Crime Commissioner

The latest edition of The Beat has been received.

Clerk's Report

2211 Fireworks – thank you!

A resident had written to Council to say a big thank you for the great fireworks. She stated *“the fireworks were amazing, and the whole event had a lovely feel to it.”*

2212 Local Bus 822 Review

An email has been received from the Manager for Transport and Travel Services at Nottinghamshire County Council, advising Council that following the introduction of the 822 service in July, they would like to arrange a meeting to discuss the route and any issues there may have been.

The meeting will be held on Wednesday 13th December at 2pm at the Village Hall, Langar cum Barnstone.

2213 The Clerk has had a discussion with Sergeant Robinson to discuss the Council's CCTV equipment located in the Police Station. The equipment is very old and is very unlikely to be able to be transferred to the new offices of the police and to open discussions on the future of CCTV.

2214 Councillor K Chewings has suggested getting a report from the Crime Prevention Officer for the Police.

2215 The Clerk requested that an appointment be made with Yorkshire Bank to set up a new bank account.

2216 The Clerk and the Business Administration Manager suggested that as next year would be 100 years since the end of the World War 1, perhaps a display of knitted poppies could be created in All Saints Church for the Remembrance service.

Councillor Shaw has spoken with Revd. Massey and he was happy to support this.

Council staff will make contact with the Church, and also put out some posters giving information of how people can get involved. Knitting and Crochet patterns would be available from the Town Council Office and the Library, should anyone require one.

The poppies could then be sold the following year for the Poppy Collection to raise fund for the Royal British Legion.

Councillors Reports

2217 Councillor Richard Butler pointed out that most of the the new business units at Hollygate Lane had been rented out and are being used very well and encouraged other councillors who had not already visited the site to do so.

2218 Councillor K Chewings said that Council had not received any communication regarding the new multi-use centre on the shopping centre and that Cotgrave Town Council were still key partners in the development of the shopping centre.

2219 Councillor Y Wilson asked where is the employment for local residents from the building site at Hollygate Lane.

Issues had arisen with the employment, as most of the training was generally several miles away from Cotgrave and most people found it difficult to get to the training sites.

To propose that the press and public will be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

Shared Access

2220 A lease has been received for Council to consider.

There being no further business the meeting ended at 9.28pm

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