

Cotgrave Town Council Meeting held on 6th December, 2017

Present : Councillors C Jeffreys (Chairman), R Butler, M Chewings, D Eldridge, S Ellis, B Handbury, L Healy, I Shaw, D Wilkie & Y Wilson

Apologies : Councillors H Brumpton (Illness), J Mileham, P Pearson (Work), S Gardner, K Chewings (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

2221 No Declarations given.

Public Open Session

2222 No members of the public were in attendance.

Minutes of the Previous Meeting of The Full Town Council held on 8th November 2017

2223 **Resolved** : "That the minutes of the Town Council Meeting held on 8th November 2017 be received and confirmed as a true record."

Progress

2224 M2157 Royal Post Box on Owthorpe Road

Councillor Shaw has spoken to Royal Mail again regarding the return of a post box onto Owthorpe Road, but they have not taken any further action. Councillor Shaw has requested an update within 7 days from Royal Mail.

2225 M2162 Field on old A46

Nottinghamshire County Council are still working towards getting the rubbish removed from the field and the legal process is being followed.

2226 M2163 Smartwheelie – Speed Awareness Stickers

Councillor Healy has attended a meeting with the SpeedWatch team and PC Howard Shinn and discussed purchasing some wheelie bins speed awareness stickers to place onto wheelie bins in areas where vehicles have been noted to be speeding.

Councillor Healy and the SpeedWatch team will deliver the speed awareness stickers to the residents.

2227 **Resolved** : 'To purchase 550 Speed Awareness Stickers.'

2228 M2166 Email from Resident re Skateboard Facilities Request.

A young resident and his Mum came to the council office to discuss if Cotgrave could have a stake board park and shared his ideas of the type of equipment he would like to be included. He met with Councillors Jeffreys and Handbury.

Councillors Jeffreys and Handbury explained the requirements Cotgrave Town Council would need to start to consider to build a skateboard facility and the potential costs.

2229 Councillors Wilkie and M Chewings have been looking at Skateboard facilities in Nottinghamshire and Councillor Wilkie has drafted a potential constitution, but believes that the residents should be very included in running such a facility.

2230 M2167 Trent Barton Working Group

Councillor Shaw thanked Christine Jeffreys for chairing the TrentBarton meeting in his absence.

2231 M2169 Neighbourhood Plan

The meeting planned for 7th December had been cancelled. The meeting will be re-arranged in the New Year.

2232 M2185 Bonfire Event

Councillor M Chewings asked if the fireworks had been booked for the 2018 event. The Clerk has booked the fireworks and the event will be held on Sunday 4th November.

2233 M2186 Guy Competition

It was noted that there had been no entries for the competition, and Council will try and encourage entries for the 2018 event.

2234 M2192 Remembrance Day Parade

Council noted that the Nottingham 4 x 4 Team, who had assisted Council with the marshalling of the parade had been very successful and wished to thank the team for their help.

2235 M2196 Cotgrave Spring Clean

Councillor Butler has been in contact with Streetwise regarding a Spring Clean event in Cotgrave and had provided Council with some costs involved.

2236 A working group would be formed to move this event forward and discuss the many parts raised regarding the removal of rubbish from streets and properties.

2237 M2205 Cotgrave Crime Figures

There has been some incidents of egg throwing and the Police have spoken to a group of young people.

2238 M2208 Via – Environmental Management Design

Work has now commenced on the Mineral Line.

2239 M2216 Cotgrave Remembers - Knitted Poppies

Posters have now been produced and put up on Council's noticeboards, website, and various locations in the village.

If anyone requires patterns, these are available from the Town Council Office, Council website and Cotgrave Library.

2240 M2214 Crime Prevention Officer

The Clerk had received information from Sergeant Robinson that there had not been a Crime Prevention Officer Department for the last two years. The Clerk has asked who to contact within the Police to discuss CCTV.

2241 M2215 Bank Account

The Clerk is still trying to arrange for an appointment with Yorkshire Bank to set up a new bank account.

2242 M2217 New Business Units

It had been noted that all the new industrial units at Hollygate Park had now been rented out.

Planning Minutes

2243 **Resolved** : 'To confirm the planning minutes record the decisions taken by Council and those of the Planning Authority.'

Financial Matters

2244 Payments

Resolved: "That the payments made since the previous meeting totalling £6,501.23 as recorded on page 4 be approved and the invoices awaiting payment be paid".

PAYMENTS MADE – TOWN COUNCIL MEETING 8TH NOVEMBER 2017					
Date	Company	Invoice No	Details	Power	Amount
1.11.17	Canterbury of Keyworth	903	Catering for Citizenship Awards	9	201.60
6.10.17	Big Bang		Fireworks Display Final Payment	9	1300.00
6.11.17	Mrs J Pick		Reimbursement for Selection boxes	9	256.32
6.11.17	Mrs J Stephenson		Reimbursement for Bonfire Vouchers and Pallets	9	60.00
1.11.17	Rushcliffe BC	70564950	Rent Broadmeer Play Area	1	40.00
2.11.17	Arco	931501814	Coat and Swarfega	1	57.47
8.11.17	Mrs J Stephenson		Reimbursement for Petty Cash	1	21.56
2.11.17	A R Signs	20686	Bonfire Banner	1	90.00
29.10.17	UK Fuels	976671	Fuel	1	115.90
3.11.17	National Allotments Asso		Membership	1	60.00
13.11.17	Royal British Legion		Donation	1	150.00
20.11.17	Cotgrave YP Ctr		Grant	1	1000.00
20.11.17	Mr Daley		Refund Allotment Key	1	20.00
22.11.17	Cadeby Tree Trust	3134	Christmas Tree	9	474.00
21.11.17	Community Heartbeat	1850	G3 Battery AED Powerheart - Defib	1	282.00
7.11.17	Kent Services	55422	November Maintenance	1	735.58
14.11.17	Mick Dutton	11923	Service Tractor and Scag Mower	1	1091.72
16.11.17	Sublime Shine	276-277	CTC & CF Window Clean	1	61.98
20.11.17	NALC	983	Data Protection Training	1	30.00
27.11.17	Dukeries	12953	Pensioners Party	9	100.00
9.11.17	Opus	63188295	Sportsground Pavilion Electricity	1	121.65
4.11.17	Veber	128545679	Data Back Up Services	1	13.20
10.11.17	Clear Business	1709908	Landline	1	17.38
7.11.17	Cotgrave Futures	122a	Photocopying Charges	1	35.75
9.11.17	Cotgrave Futures	124a	MUGA Electricity	1	15.12
9.11.17	APS	11204	Fit Poppies on Lampposts	1	50.00
			TOTAL		6501.23
<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 					

Financial Statements

- 2245 Members considered the October 2017 Statements as reproduced at the back of the Minute Book.
- 2246 At the end of October 2017, Council had 100,368.86 in the HSBC account, £25,207.24 in the Co-op account and £262,767.28 in the NatWest account.

Grants

- 2247 No grant request had been received.

Work Groups

Pensioners Christmas Party

- 2248 Councillor Butler had produced a reports for the Pensioners Christmas Party, which is reduced on the opposite page.
- 2249 251 tickets had been sold.
- 2250 Councillor Eldridge would speak to the Rotary Club to see if they would be available to help with the event.
- 2251 A buffet would be provided for all the volunteers.
- 2252 Ash Lea School have been in contact and are sending some of their Post 16 students to help with the serving and clearing up.

Trent Barton

- 2253 Councillor Jeffreys had chaired the meeting with Trent Barton held on 22nd November.
- 2254 The meeting was very positive and both parties continue to work to solve ongoing issues.
- 2255 Councillor Wilsons raised concerns were raised about when Central Avenue, West Bridgford was closed for events, ie Christmas Lights Switch-on and the problems this causes for the timings of the buses.
- 2256 A follow up meeting would be arranged in February 2018.

Nottinghamshire County Council – Local Improvement Scheme

- 2257 A letter had been received advising Council that the next round of funding is now open and will close on Monday 8th January 2018.
- 2258 The scheme can provide grants of up to £50,000 to support local community organisations.

- 2259 Council were asked if they wished to put forward a project to be included in this scheme.

Rushcliffe Borough Council – Land adjoining Madisson Park, Deed of Easement

- 2260 Council's Solicitor had written to Council confirming that Rushcliffe Borough Council have confirmed that they are agreeable in granting access to the property for the purpose of construction the mast.
- 2261 Council would now sign the agreement and return to the solicitor for completion.
- 2262 **Resolved** : The Lease for the Deed of Easement has been signed.

Mini Pitches

- 2263 The lease for the mini pitches had not yet been received. Environmental searches have been carried out and are now awaiting for the local authority searches to be carried out.
- 2264 This item will be added to the agenda for the meeting on 10th January 2018, the lease should be ready for Council to consider at this meeting.

Allotments Rent Renewals 2018

- 2265 Councillors had been given a copy of the Terms and Conditions of Tenancy for Council allotments for 2018.
- 2266 The rental charges for 2018 are £21.56 for a full size plot and £10.78 for a half size plot
- 2267 The tenants will also be charged £2.00 to cover insurance costs.
- 2268 The charges for the water had not been produced as the bills had still not been received, due to the change in water supplier.
- 2269 **Resolved** : To acceptable the terms and conditions and rental charges for 2018.

Madisson Field

- 2270 Madisson Field on Lingford is being very well used as a dog walking area and is being kept relatively clean and users are mostly using the dog bins.
- 2271 **Resolved** : "To agree that Madisson Field continue as a dog walking area, and To review this again in 6 months' time".
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Correspondence

2272 Nottinghamshire Police Crime Figures for October 2017

Date	Crime	Location	Details
12.10.17	Criminal Damage	Rivermead	Car windscreen smashed
13.10.17	Criminal Damage	Woodview	House window smashed
14.10.17	Theft from motor	Fern Lea Avenue	Van broken into tools taken
17.10.17	Burglary	Broadmeer	Distraction burglary money taken
24.10.17	Criminal Damage	Ash Lea Close	Fence damaged
27.10.17	Theft other	Stragglethorpe Lane	Cars keys taken from house
29.10.17	Criminal Damage	Candleby Lane	Car wind mirror damaged
31.10.17	Criminal Damage	Eastmoor	Car wind mirror damaged

2273 Notification of external auditor appointments for 2017-2022

Council has received notification from Smaller Authorities Audit Appointments (SAAA) advising that PKF Little John LLP will be the appointed auditor for Council.

2274 Radcliffe on Trent Parish Council

The Council had advised that the Radcliffe on Trent Neighbourhood Plan has now formally been adopted.

2275 June Odell – Citizenship Award

Mrs Odell had written to Council thanking them for the Citizenship Award she had received at the presentation event held on 1st November at Cotgrave Futures.

2276 Via East Midlands Ltd

A press release has been issued by Nottinghamshire County Council leader Kay Cutts confirming the appointment of Alliance Group Solutions to deliver the works to transform the mineral line into a new greenway route between Holme Lane.

2277 The contractor has commenced preliminary works to set up their site compound adjacent to the bridleway off Main Road opposite the Nottinghamshire Golf Club.

2278 The works are programmed to be completed in March 2018, subject to weather conditions and scheduled to avoid bird nesting season.

2279 Nottinghamshire Police and Crime Commissioner – The Beat

The latest edition of the newsletter has been received.

2280 Nottinghamshire Fire Service

A consultation document has been received.

Clerk's Report

2281 Rialtas Business Solutions

The Clerk informed Council that Andrew Neale from Rialtas was due to leave the company on 7th December. Andrew had been Council consultant for many years. A new consultant would be appointed.

2282 WPS Insurance

The insurance company produce a calendar which features photographs of local areas within local Parish Councils. The Clerk asked if Council would like to be considered to be put forward for future calendars.

Councillors Reports

2283 Councillor Shaw had contacted Kath Marriott at Rushcliffe Borough Council to ask if any there was any further update on the provision of a bridge at Hollygate Park.

2284 Councillor Healy noted a typing error in the latest edition of Cotgrave Connections. Cotgrave Town Council's grants budget for 2016-17 should have ready £7,000.

2285 Councillor Handbury asked if there had been any further update on the traveller's site at Stragglethorpe.

2286 Councillor R Butler noted that this issue is still being pursued by the Rushcliffe Borough Council Planning Authority and Enforcement team.

2287 Councillor Wilson had been handed a letter of complaint regarding the Christmas Tree located on the Shopping Centre.

The Clerk asked if she could pass this onto her and Council would respond to the complaint.

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 (Admissions to Meetings) Act 2960.

Shared Access

2288 Council agree to sign the lease with Shared Access for the installation of the mast and return Council's solicitor.

There being no further business the meeting ended at 8.55pm

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