

**Cotgrave Town Council Meeting
5th September 2018**

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

Apologies Approved: Councillors H Brumpton, S Gardner & K Chewings.

In Attendance : The Clerk, Sgt S Robinson PS775 & C Patterson

The meeting was held at Cotgrave Futures and started at 7pm.

Declarations of Interest

2737 Cllr Jeffreys noted a declaration of interest in the planning application no. 18/01817/FUL, Kilgraney Farm and noted that she lives in the vicinity of planning application no. 18/01695/FUL.

Public Open Session

2738 Sergeant PS775, Steve Robinson gave a brief update on all the incidents of arson which have been recorded in Cotgrave since June 2018. There has been 15 incidents reported to the police, 8 directly from the fire brigade and 7 by members of the public. Some of the fires were abandoned cars which had been set on fire but the majority were evidence was available, where groups of young people setting fire to rubbish, hay scrap wood and pallets. This included a fire started on the Multi Use Games.

Today, another 3 fires have been started in the woods off Owthorpe Road and Daleside, which needed the fire brigade to attend. It is a worrying trend. This can start copycat fire starters.

The concern for the police is that fire starting can become habit forming and this needs to be stopped.

Ten names have been given to the police regarding who started the fires and all of these young people have or will be visited and talked to with their parents. Other names are still being given to the police.

There is some strong evidence relating to some of the young people that may lead to a prosecution.

PC Collington and PCSO Evans are currently still investigating the issue.

A fire safety unit will be placed in the car park on Hollygate Lane and will try to discuss with residents about the dangers of starting fires and the potential outcomes. The police will join them.

2739 Councillor Handbury asked if we would be able to see more of our police officers walking about in Cotgrave, to act as a reassurance and be visible for people to approach.

- 2740 Sergeant Robinson said they would try but it might not always be possible, due to the reduced number of staff and other work that has to be covered.
- 2741 Police do attend schools and offer 'Mini Police', which educates the children to the role of the police. When this is taking place, the police may take fire officers into the schools to discuss the issue of fire setting.
- 2742 Sergeant Robinson mentioned that a post had been released onto social media requesting any further information about anyone starting fires, but noted that this should have gone on earlier because residents are very angry about the lack of information and response from the police.
- 2743 Councillor Wilkie noted that we had some fire setting in previous years and it had caused damaged to some local buildings and why it is important to find and stop these people and stop it happening again.
- 2744 An article will be included in the next edition of Cotgrave Connections regarding the fires over the summer.
- 2745 Council thanked the police for all the work they are doing to resolve this issue and any other work they do on behalf of the local residents.

Co-Option for a Vacancy – Ash Lea Ward

- 2746 One resident had applied for the vacant seat available for the Ash Lea Ward via co-option onto Cotgrave Town Council. An election by the residents had not been requested.
- The candidate is Craig Patterson.
- The Council accepted the candidate to be allowed to stand for co-option.
- 2747 The Chairman invited the candidate, if he wished, to give a brief introduction to Council for two minutes.
- 2748 **Resolved** : 'To co-opt Craig Patterson to join Cotgrave Town Council.
- 2749 Council suspended the meeting for two minutes to allow the Acceptance of Office form to be signed.
- 2750 Councillor Patterson duly signed his Acceptance of Office form.
- 2751 The Chairman congratulated Councillor Patterson and invited him to join the meeting.

Minutes of the previous Meeting of the 11th & 25th July 2018

- 2752 Councillor Butler noted that M2725, highest speed recorded on Bingham Road should have read 34.7mph.
- 2753 **Resolved** : "That the minutes of the previous meetings held on 11th & 25th July 2018 be received and confirmed as a true record".

Progress

2754 M2688 Trent Barton

Councillor Shaw mentioned that Trentbarton bus drivers will be taking strike action on the next four Mondays and would not be able to say which or how many buses would be affected.

A meeting with Trentbarton has been arranged for Wednesday 3rd October at Cotgrave Futures at 7pm.

2755 M2690 Grass Cutting Contract

The Clerk will email the working group with some dates for arranging a meeting.

2756 M2691 WW1 Role of Honour

A letter of thanks has been received for the donation of £1000 towards the cost of building the WW1 Memorial at The Embankment at Trent Bridge.

2757 M2704 Cotgrave FC

Barratts have arranged for the mini pitches to be repaired and the work has been completed at the end of August, but will need some time before they are playable.

2758 A concern has been raised with Barratts following the repairs, from a comment made by the repair team, that the original laying of the drainage has not been completed using a permeable membrane and they are concerned the same problem could happen again in the future.

2759 The owner of the hedge between the mini pitch field and the main football field, has not been identified and the hedge needs reducing significantly.

Council have asked the Clerk to get quotes for reducing the hedge.

2760 M2707 OVO Energy Tour of Britain Bike Race – 8th September

Yellow bikes and some bunting has been placed on the route through Cotgrave and further bunting , ribbons and balloons will be placed on the route on early Saturday morning.

Councillor Jeffreys wished the Council to place on record, thanks to all those who have been busy decorating Cotgrave, this included the administration staff and ground staff of the Council, Parkwood Leisure Centre staff, Councillor Stothard and the library, especially Michelle Mark, for arranging a competition to design a team jersey, which will be made into bunting for the event and all the other volunteers who are helping

2761 John Carlton from the Royal British Legion will be setting up a display showing a poppy bike on Colston Gate.

2762 M2715 Rushcliffe Borough Council – Parish Tree Scheme 2018-2021

The form for requesting trees is being filled in and the request for a cherry tree on the Old Park has been discussed with Rushcliffe Borough Council and this will be included in the application.

2763 M2729 Great War Commemoration Service at Southwell Minister

Councillor Jeffreys will be attending in her role as Deputy Major of Rushcliffe Borough Council.

2764 M2736 Dementia Talk

Age UK have been contacted but are not able to give a public discussion at this time, but an article has placed in Rushcliffe Local News, informing that Church Farm Nursing Home offers training for people who live and/or work with dementia and their carers/families.

Council asked the Clerk to contact and ask if a public meeting to inform the public on how to help people with Dementia, could be arranged.

Planning Minutes

2765 **Resolved** : 'To confirm the planning minutes recording the decisions taken by Council and those of the Planning Authority'.

Financial Matters

2766 Payments

Resolved: "That the payments made since the previous meeting totalling £29975.04 as recorded on page 5 be approved and the invoices awaiting payment be paid".

2767 Income

Resolved: "That the income totalling £5001.60 received since the last meeting, as reproduced on page 6 , be noted".

Financial Statements

2768 Members considered the June and July 2018 Statements as reproduced at the back of the Minute Book.

At the end of June Council has £35,261.35 in the Co-op account, £97,236.50 in the HSBC Account and £262,852.31 in the NatWest Account.

At the end of July Council has £35,261.35 in the Co-op account, £86,387.16 in the HSBC Account and £262,863.83 in the NatWest Account.

2769 A copy of the detailed Income & Expenditure by Budget Heading, up to 31st August, was provided. This details all the money spent by Council against each cost code.

2770 Council noted the report.

2771 Councillor Shaw asked about the overspent in the cost code, 4130, Health & Safety. The overspent is due to ground staff needing new additional work boots.

COTGRAVE TOWN COUNCIL 5 th September 2018					
	JUNE				
June 18	HSBC		Charges	1	5.50
	JULY				
26.7.18	CCS	8487	Toner, Drum Unit	1	328.80
4.7.18	Notts CC		WWI Centenary Roll of Honour	1	1000.00
26.6.18	Notts CC	92174855	June Salaries	1	8844.65
4.7.18	J Pick		Reimbursement for Ethernet Cable	1	10.48
29.6.18	Streetwise	14093	Empty Dog Bins, Service Charge	1	518.98
29.6.18	Adlards	16339	Cotgrave Festival Posters, Programmes	9	421.69
18.6.18	Town & Country	257-4711	June Maintenance	1	912.00
9.7.18	E Lister		Reimbursement for Rosettes For Cotgrave Festival	9	24.06
2.7.18	Rushcliffe BC	70061200	Quarterly Rent Studio 3		1410.00
2.7.18	Rushcliffe BC	70061195-6-7	Quarterly Park Inspections	1	203.75
5.7.18	Veber	1285-62653	Data Back Up	1	13.20
24.6.18	UK Fuels	996585	Fuel	1	170.46
9.7.18	Opus	64549399	Sports Ground Electricity	1	48.56
19.7.18	Arco	933433013	Safety Boots, Polo Shirts	1	132.00
12.7.18	Notts CC	1654864	Paper, Envelopes, Refuse Sacks	1	65.28
18.7.18	Roffesoft	5930	Hard Drive, Emails	1	108.00
19.7.18	SLCC	126024	Seminar 1.8.18	1	44.57
13.7.18	J A Stephens	1158863	Gravel – Burhill Allotments	1	44.57
July 18	Co-Op Bank		Bank Charges	1	30.00
July 18	Talktalk	18442900	Business Phone & BBand	1	22.34
July 18	HSBC		Bank Charges	1	5.50
	AUGUST				
25.7.18	P Howitt		Work Trousers	1	15.85
31.7.18	J A Kents	57027	July Grass Cutting	1	880.00
8.8.18	Notts CC	92186285	July Salaries	1	8922.64
31.7.18	Rushcliffe BC	70627782	Election Costs 14.6.18		4585.79
29.7.18	UK Fuels	999025	Fuel	1	164.26
5.8.18	Veber	1285-46335	Data Back Up Service	1	13.20
31.7.18	Water Plus	1600799	Forest Close Allotments	1	28.32
31.7.18	Water Plus		Burhill Allotments	1	200.51
7.8.18	Bassingfield Woodyard	5816	Wooden slats for bench at Broadmeer	1	32.00
Aug 18	HSBC		Bank Charges	1	5.50
Aug 18	Opus	54735507	Sportsground Electricity	1	57.82
13.8.18	J Pick		OVO Tour of Britain – Papers, craft items	9	19.79
15.8.18	Sublime	339-340	CTC & CF Window Cleaning	1	61.98
20.8.18	J Stephenson		USB Laminating Pouches/Bows	9	23.57
18.8.18	Nottm City Council	852586902	Climbing Wall Cotgrave Festival	9	590.00
			TOTAL		29,975.04

Income Received

<u>JUNE</u>			
30.6.18	NatWest Bank	Interest	10.44
12.6.18	Rushcliffe Borough Council	Grass Cutting, Litter Clearance, donation Cllr H Chewings (Festival)	913.40
<u>JULY</u>			
2.7.18	Cotgrave FC	Rent	171.97
11.7.18	Arbex	Cotgrave Festival Programme Advert	25.00
11.7.18	Buttercross Vets	Cotgrave Festival Programme Advert	25.00
11.7.18	Barrys Autos	Newsletter Advert	83.16
11.7.18	D Cox	Fair Ground Rent	500.00
11.7.18	Allotment Plots No 36b	Rent and key deposit	31.70
12.7.18	Rushcliffe Borough Council	Grass Cutting	416.88
22.7.18	Thomas James	Newsletter Advert	113.40
22.7.18	Thomas James	Cotgrave Festival Advert	50.00
22.7.18	Vale Skip Hire	Cotgrave Festival Advert	50.00
11.7.18	Safari Sale	23 x stalls	115.00
31.7.18	Cotgrave Welfare	Newsletter Advert	91.00
31.7.18	HMRC	VAT Refund	1763.67
31.7.18	NatWest Bank	Interest	11.51
<u>AUGUST</u>			
2.8.18	RBC Cllr H Chewings	OVO Tour of Britain Banner	55.00
2.8.18	RBC Cllr C Jeffreys	Cotgrave Festival	325.00
2.8.18	Cotgrave FC	Rent	171.97
13.8.18	RBC Cllr R Butler	OVO Tour of Britain Banner	55.00
21.8.18	Cropwell Bishop PC	OVO Tour of Britain Posters	22.50
			5,001.60

Finance Sub-Committee

- 2772 Councillor Ellis suggested that Council reinstate a Finance Sub-Committee. It would be best practice for a council of this size.
- 2773 All detailed financial proposals would be discussed within the finance sub-committee and detailed recommendations would be presented to council for ratification.
- 2774 Councillor Ellis suggested a small number of councillors would form the committee, but would not have any powers to authorise payments not presented to a full meeting. He suggested three Councillors and the Clerk and one substitute.
- 2775 The quorum for the sub-committee a minimum of two councillors and the Clerk, this group would also work at producing the annual budget for Council to consider and any other capital projects suggested by Council and review the interest rates of the bank accounts.
- 2776 The sub-committee would have four meetings per year, one being the annual budget meeting.
- 2777 Councillors Ellis, Mileham and Shaw offered to be on the sub-committee, Councillor Butler offered to be a substitute, in case of other councillors not being able to attend and Councillor Gardner, the Chairman of Council, would be the Ex Officio.
- 2778 **Resolved** : 'To appoint a Finance Sub-Committee.'
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Working Groups

The Green Play Area

- 2779 The working group, comprising of Councillor Leo Healy, Darren Stothard and the Clerk, have met with four playground equipment suppliers and discussed ideas for the new play area on the Green.
- 2780 The four suppliers will all be sending in their designs for the working group to consider, with the costs and then a report will be given to full town council at the October meeting, sharing the ideas and thoughts on the designs provided.
- 2781 A meeting has been arranged with Rushcliffe Borough Council and the shopping precinct architect to discuss the play designs and the plans for the precinct redevelopment.

Cotgrave FC

- 2782 The mini pitches have been repaired and the Colts now have an agreement in place with Parkwood Leisure, for regular booking of the football pitch on Maddison field.

Bonfire Event

- 2783 Councillor Jeffreys has offered to make a guy for the bonfire and firework event, taking place on Sunday 4th November from 6pm.
- 2784 Councillors Stothard, Wilkie, Handbury and M Chewings will form the working group to organise the firework and bonfire event.
- 2785 Councillor Stothard has offered to run a competition for the firework and bonfire event, details to follow.

Pensioner's Party

- 2786 Council discussed the previous Christmas parties, including the provision of the meal, entertainment, bingo and raffle.
- 2787 The main opinion by Council was that the Christmas Party should take place, but a hot traditional Christmas dinner would need to be provided.
- 2788 A working group was agreed, Councillors Mileham, Healy, Jeffreys, Butler agreed to bring ideas to Council and Councillor Gardner, had requested that he would like to be part of this group.

Remembrance Sunday Parade

- 2789 The Parade for 2018, is to commemorate the 100 years of the end of WW1 and is likely to be well attended.
- 2790 A copy of the 2017 parade itinerary produced by John Ludlam was provided and a working group is required to oversee the event and the volunteers and to produce the risk assessment needed for the event.

- 2791 The Notts 4X4 team have offered their assistance on the day with the road closures.
- 2792 Councillor M Chewings suggested that Councillor K Chewings may be willing to oversee the event again this year.
- 2793 The Council asked the Clerk to email Councillor K Chewings and ask him if he would be willing to run the event and if no reply has been received by 20th September, or he is unable to help this year, a special meeting will need to be called.

Nottinghamshire Association of Local Councils (NALC)

- 2794 An invitation has been received from NALC inviting Councillors to attend the 73rd Annual General Meeting of the Association, taking place at Epperstone on Wednesday 24th November.
- 2795 Councillor Jeffreys requested if Council would allow her to attend and have voting rights as a delegate at the meeting.
- 2796 Council were all in favour of Councillor Jeffreys attending.
- 2797 Resolved : 'Councillor Jeffreys to attend with voting rights on behalf of Cotgrave Town Council.'

Play Park Inspections - 24th July 2018

- 2798 A park inspection took place on all the play areas and the report stated that the standard of our equipment is in a good condition with a few minor amendments required.
- 2799 The ground staff have already completed the minor adjustments.
- 2800 The Green play area needs the chain links on the netting on the climbing frame replacing due to the amount of use and this is a substantial cost. The park is due for replacement in spring 2019 and will be closed during the demolition of the library and doctors.
- 2801 Council discussed the options and have decided to remove the chains and netting and board off the two ends on the multi play unit.
- 2802 The removal will be actioned.
- 2803 The See-saw springer at Broadmeer requires replacement and a quote has been received and the cost will be £590 +vat.
- 2804 **Resolved** : 'To repair the See-saw and remove the netting & chains from the multi play unit on the Green.'
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- 2805 **Resolved** : "To suspending standing orders to allow the meeting to continue for a further 10 minutes."

Multi Use Games Area (MUGA)

- 2806 The MUGA is currently closed due to fire damage on the surface, this has made the surface unfit for playing.
- 2807 The fires which took place on the evening of 7th August and the morning of 8th August have been reported the police and the police attended in the morning and spoke to the group of young people involved at the facility at 7.30am.
- 2808 A quote for repairing the surface and some additional precautions to try to reduce future damage have been acquired.
- 2809 The cost of the surface is £1133.34, the costs of the extra work to remove the pod seats and close the goal mouths is £ 4611, all costs exclude vat.
- 2810 If the goal mouths were closed off, it would allow the area to become a locked facility overnight and due to the amount of damage being done, Council have decided this should be the action required to protect the facility to allow those people who use the area.
- 2811 A sign will be placed on the gate stating when the facility will be reopened.
- 2812 **Resolved** : 'To arrange for the repair of the surface and the additional safety measures, to allow the facility to be locked overnight at a total cost of £5744.34 +vat'

Draft Nottinghamshire Minerals Local Plan Consultation

- 2813 Council have received the information of the consultation period of the Draft Nottinghamshire Minerals Local Plan, which is available for comments from 27th July until 28th September.
- 2814 Council have noted the consultation period of the Minerals Local Plan but do not wish to make any comment on it.

Grants

- 2815 A grant application has been received for a grant from Cotgrave Welfare Scheme, asking for a grant towards the putting on of the Christmas Pantomime, for the local school children and Eton Park Care Home residents.
- 2816 The pantomime will only be shown on one day this year.
- 2817 The Cotgrave Welfare have requested a grant of £400.
- 2818 **Resolved** : 'To award a grant of £400, to support the Christmas Pantomime at the Cotgrave Welfare.'
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Clerks Reports

2819 Nottinghamshire County Council

An invitation has been received inviting any members of Cotgrave Town Council and guests if they wished to attend the Chairman of Nottinghamshire County Council, charity Hog Roast event at a cost of £15 per person, taking place on Saturday 15th September.

2820 Allotment Letter

A resident has been to the office to complain about a letter they have received through the post regarding an allotment issue. The letter had not been written or sent by Cotgrave Town Council.

The forged letter has been given to the police for investigation.

Correspondence

2821 Crime Figures 11th June 2018 to 24th July 2018

Date	Crime	Location	Details
11.6.18	Criminal Damage	Flagholme	Car Damaged
25.6.18	Theft Other	Lawrence Close	Pushbike Stolen
3.7.18	Criminal Damage	Cotgrave Leisure Ctr	Changing Room damage
4.7.18	Criminal Damage	Whitelands	Car Damaged
7.7.18	Criminal Damage	Orchard Drive	House window smashed
8.7.18	Criminal Damage	Scout Hut Hollygate Lane	Water pipes damaged
8.7.18	Theft Other	Main Road	Wheel trims stolen
12.7.18	Criminal Damage	Marlwood	Car damaged
19.7.18	Criminal Damage	Harvest Close	House window smashed
24.7.18	Fire	Hollygate Lane	Pallets set alight

Councillors Reports

2822 Councillor Butler noted that the 'Tour of Britain' bike race would be passing through Cotgrave on Saturday.

There being no further business the meeting ended at 9.05pm.

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