

**Cotgrave Town Council Meeting
9th October 2019**

Present : Councillors S Gardner (Chairman), R Butler, K Chewings, M Chewings, D Eldridge, S Ellis, B Handbury, L Healy, C Jeffreys, I Shaw, D Stothard, D Wilkie.

Apologies Received : Councillor H Brumpton and C Patterson

In Attendance : The Clerk and the Administration Manager (Cotgrave Town Council), Leighton Peel, Liaison Office for Virgin Media, A Simpson and N Monday.

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

Apologies

0213 The apologies given were approved.

Declarations of Interest

0214 No declaration of interest were received.

Public Open Session

0215 No members of the public wished to speak.

0216 Standing Orders were suspended at 7.04 pm to allow Leighton Peel from Virgin Media to give a short presentation.

Leighton Peel, Liaison Officer for Virgin Media informed Council that works would commence in July 2020 for the installation of the fibre network within Cotgrave.

Virgin Media will be putting on events within the community to inform local residents of how and when the project will proceed, and where the cabinets will be installed.

There will be access at all times to homes and premises whilst the works are taking place, and letters from the contractors will be posted prior to the commencement of works.

The fibre network installation will have a narrow slit trenching of 10cm (4") wide compared to traditional trenching which would require 40cm (16") trenches and all pavements, drives, roads etc will be fully reinstated.

The Chairman thanked Leighton for his brief presentation.

0217 Standing Orders were resumed at 7.11pm.

Co-Option for Vacancies – Ash Lea Ward

0218 Two residents has applied for the vacant seats available for the Ash Lea Ward via co-option onto Council.

0219 The Chairman asked the two candidates, Mr Norman Monday and Mr Anthony Simpson to give a short presentation of why they wished to be co-opted onto Council.

0220 The Council unanimously accepted by candidates and

0221 **Resolved** : "To co-opt Norman Monday and Anthony Simpson onto Cotgrave Town Council."

0222 Councillors Monday and Simpson duly signed their Acceptance of Office forms.

0223 The Chairman congratulated Councillors Monday and Simpson and invited them to join the meeting.

Minutes of the Town Council Meeting of 4th September 2019

0224 **Resolved** : "That the minutes of the previous meetings held on 4th September 2019 be received and confirmed as a true record".

Progress

0225 M0182 Remembrance Day Parade

Councillor Jeffreys stated that she would be laying two wreaths on Remembrance Sunday and she had asked Councillor Healy if he would lay a wreath on her behalf at the Cotgrave service.

0226 She encouraged as many councillors as possible to attend the service on Monday 11th November at the croquet green at West Bridgford.

0227 M0191 Cotgrave Day of Action

The final plan for the day of action had been forward to the Clerk. Cotgrave Town Council will be providing refreshments for the volunteers.

Volunteers were asked to take part in the activates on Thursday 24th October between 9.30am and 12.30pm

0228 M0202 Scag Mower

Councillor Handbury asked if there had been any further progress with the purchase of a new scag/mower. The existing Scag had now been repaired, and quotations were being sought for a new machine, suitable for the ground staff to use.

0229 M0203 Bench on Woodview

Councillor M Chewings asked if there had been any progress on getting a new bench sited on Woodview. The Clerk informed Council that the site of the bench, on the grassed area outside the Leisure Centre was owned by Rushcliffe Borough Council and she had spoken with them regarding getting permission to fit the bench, and was currently waiting for a reply.

0230 M204 Hedge Main Road

The hedges on main road had now been cut back.

0231 M208 Drains outside Manvers Arms

Councillor Shaw had enquired if the repairs had taken place to the damaged drain on the outside of the Manvers Arms. The Administration Manager would check that they had now been completed.

0232 M0209 New Crematorium in Cotgrave

Councillor Shaw stated how disappointed he was that the planning inspectorate had passed the appeal for a new crematorium on Main Road, opposite the Shepherds Restaurant.

0233 Councillor Butler said they Rushcliffe Borough Council agreed that there was a need for an additional crematorium in the area.

0234 M0211 Parking on Ash Lea Close/Owthorpe Road

Councillor Butler informed council that his request for the drop kerb and white lines at Ash Lea Close would be included in the next round of funding, but this could take some time.

0235 M0212 Mayor Civic Service

Councillor Jeffreys said that the Mayor Civic Service at Cotgrave Methodist Church had been very well attended and wish to thank everyone who had attended the service and refreshment afterwards. Also the Sunday Funday on the shopping centre had been a great success.

Planning Minutes

0236 **Resolved** : "To confirm the planning minutes recording the decisions taken by the Council and those of the Planning Authority."

Financial Matters

0237 Payments

Resolved: "That the payments made since the previous meeting totalling £15,268.46 as recorded on page 4 be approved and the invoices awaiting payment be paid".

COTGRAVE TOWN COUNCIL 9 th October 2019					
	AUGUST				
Aug 19	Vodafone		Mobile Telephone	1	19.20
Aug 19	HSBC Bank		Bank Charges	1	5.50
	SEPTEMBER				
29.8.19	Atkins	288	Service office Air conditioning	1	60.00
28.9.19	Adlard Print	17415	Printing Autumn newsletter	4	1297.00
29.9.19	CSC		Domain Name	1	108.45
13.9.19	Nottm Local News	50317	Delivery of Autumn Newsletter	4	249.60
22.8.19	Notts CC	92343278	August Salaries	1	8734.27
25.8.19	UK Fuels	1028818	Fuel	1	150.39
28.8.19	Water Plus	2874391	Water Forest Close Allotments	1	20.60
		2878208	Water Burhill Allotments	1	40.44
30.8.19	Streetwise Enviro	16554	Repair to Allotment Gate	1	61.04
4.9.19	J Stephenson		Reimbursement for Tree Warden		
			Forum 29.9.19 – Cllr Jeffreys	1	15.00
11.9.19	Allotment Plot 8b		Refund of Key Deposit	1	20.00
9.9.19	Arco	936331997	No Smoking Signs, Fire Extinguishers for vehicles	1	32.77
		936339734	Sweatshirts - Groundsman	1	33.36
9.9.19	Opus	6092751	Sports Pavilion Electricity	1	66.13
9.9.19	M Dutton & Son	13089	Repair Scag, fit coil to strimmer	1	445.50
3.9.19	Notts Golf Club	30919	Deposit for Pensioners Party	9	200.00
11.9.19	PKF Littlejohn	SB20192236	Annual Return 2018-19	3	720.00
18.9.19	Allotment Plot 11a		Reimbursement for Manure	1	10.00
26.9.19	Allotment Plot 15		Refund of Key Deposit	1	20.00
13.9.19	Kents	59575	September Maintenance	1	880.00
20.9.19	MIES	380	Repair to Lights on MUGA	1	1408.22
24.9.19	County Supplies	91902809	A4 Copy Paper	1	23.88
16.9.19	Rushcliffe BC	70726000	Empty Septic Tank at Sportsground	1	135.81
Sept 19	Talk Talk		Phone and Broadband	1	36.00
30.9.19	Cotgrave Open Gardens		Grant for 2020 event	1	500.00
			TOTAL		15,268.46

0238 Income

Resolved: "That the income totalling £101,211.05 received since the last meeting, as reproduced below be noted.

Income Received

30.8.19	Via East Midlands	Lengthsman Scheme	1230.96
30.8.19	Nat West Bank	Interest	43.29
6.9.19	Cotgrave Welfare	Newsletter Advert	151.20
16.9.19	Trent Barton	Newsletter Advert	151.20
16.9.19	Christmas Lights Event	Stall	5.00
11.9.19	Thomas James	Newsletter Advert	113.40
27.9.19	Rushcliffe Borough Council	Precept	99516.00
		TOTAL	101,211.05

Financial Statements

- 0239 Members considered the Statements for August, as reproduced at the back of the Minute Book.

At the end of August Council had £42,829.31 in the Co-op account, £68,184.00 in the HSBC Account and £263,366.24 in the NatWest Account.

Half-Year Budget Actuals

- 0240 Council were copied into the half year income and expenditure actual figures for 2019-2020.

Councillor Ellis said that this was an exceptional position to be in at the half year point.

Financial Accounts for year-end 31st March 2019

- 0241 The Clerk informed Council that the end of year account for 31st March 2019, had now been signed off by the external auditor, P K F Littlejohn. There had been no advisories for the audit.

Budget Meeting 2020/2021

- 0242 The Clerk had requested that a Budget Meeting take place sometime in November for the preparation of the budget for 2020/2021.

As a personnel committee meeting is also required, Council agreed to hold this meeting first and then set a date for budget meeting.

Personnel Committee Meeting

- 0243 A personnel meeting will be held on Wednesday 30th October in the Council office at 10am.

Grants

- 0244 Council had been given a list of grants that had been awarded for 2019-2020.

- 0245 The grants budget set for the year is £5,000 and grants given currently totalled £4,425, leaving £575 remain until the end of this financial year.

- 0246 The grant award to the Belvoir Health Group for a contribution towards a new defibrillator had not yet been paid, the group had not taken into account the maintenance and electricity costs of the defibrillator and they had notified council that they were not sure if they would proceed with the installation. They would get back to Council as soon as a decision had been made.

- 0247 A grant request has been received from Cotgrave Library (Inspire Culture) for £250 to purchase craft items used for events held in Library during the school holidays.

- 0248 **Resolved** : "To award a grant of £250 to Cotgrave Library."
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Working Groups - The Green Play Area

0249 The opening of the new park on the Green will be taking place on Saturday 12th October between 11am and 1pm.

The cost of the park is £145K and Councillor Healy proposed that CCTV should be installed at the park.

Quotations will be obtained for CCTV and this item will be added to the agenda of the next meeting being held on 13th November.

The Clerk will also liaise with the Police regarding CCTV.

Trent Barton/CT4N

0250 There had not been another meeting with Trent Barton or CT4N since the last council meeting and Councillor Shaw has requested that a meeting with Trent Barton is arranged before the end of the year to discuss some outstanding items from the previous meeting.

Cotgrave FC

0251 Cotgrave FC had previously requested that they could take over the cutting of the pitches at the Arthur Ridley Sportsground, but as Council were in a legal contract with the grass maintenance company until the end of 2021 this would not be possible.

0252 The Clerk had again spoke with the contractors and they have suggested if Council could provide 2 hours of grassing mowing in other areas in Cotgrave to replace the time that would be spent mowing at Arthur Ridley, Council would then be happy for Cotgrave FC to take over the grass cutting.

Resolved : "To let Cotgrave FC to take responsibility of the grass cutting of the football pitches at Arthur Ridley Sportsground from 1st April 2020."

0253 Councillor K Chewings had spoken with the Chairman of Cotgrave FC and they have now had some drawn up some plans and investigated funding for a new club house, and will soon be ready to bring this information to Council.

0254 Before any funding can be applied for the Cotgrave FC will need a 25 years for the pitches.

Leisure Centre Agreement

0255 Councillor Ellis had spoken with Councillor Debbie Mason, Deputy Leader at Rushcliffe Borough Council but she had not come back to him with any information regarding the finances for Lex Leisure.

0256 He had looked on the Companies House website, but the information provided was not broken down into individual Leisure Centres within Rushcliffe.

Councillor Ellis would follow this up again.

Bonfire Event – Sunday 3rd November 2019

- 0257 The Bonfire and Fireworks Display will take place on Sunday 3rd November on the Cotgrave Welfare Field. Gates open at 6pm and display will be at 6.30.
- 0258 The Clerk asked if any of the Councillors would be able to help with marshalling the event.
- 0259 Councillors K Chewings, M Chewings, B Handbury, I Shaw and D Stothard will be able to help marshall the event.

Christmas Lights Event – 29th November 2019

- 0260 The Clerk had drawn up some costing for some new Christmas illuminations on the Shopping Centre and their installation.

These will consist of 8 Icy Stars and 8 brackets

- 0261 **Resolved** : “To purchase 8 x Icy Star illuminations and 8 x brackets at a cost of £2,256 and for D H Electrical to fix the lights to the lamp columns and install/remove the lights on the Christmas Tree at a cost of £2,000.
- 0262 An 18ft Christmas Tree has been ordered, but the company delivering the tree will not be able to get their vehicle onto the paved area of the shopping centre, due to weight limits, and the tree will be too large to carry to the position of the tree.

The smallest tree that they could carry into position would be a 15ft tree.

- 0263 **Resolved** : “To change the order for the Christmas Tree from a 18 to a 15ft

Council Policies Health and Safety Policy and Councillor Code of Conduct/Councillor Complaints Procedure

- 0264 Councillors had each been given a copy of the above policies for approval.
- 0265 The Councillor Code of Conduct has been updated.
- 0266 **Resolved** : “To approve the revised Health and Safety Policy and Councillor Code of Conduct/Councillor Complaints Procedure.

Remembrance Sunday

- 0267 Remembrance Sunday will take on Sunday 10th November.
- 0268 A meeting was held on Tuesday evening, 8th October and it identified that an additional ‘road closed’ sign, ‘Parade this Sunday’ and extra road cones would be needed.
- 0269 Councillor K Chewings agreed to volunteer on the day.

Re-dedication Service of Pit Wheel and Coal Trucks on The Green

0270 The pit winding wheels and coal trucks had been re painted and returned to the Green after their removal for the shopping centre improvements.

The Clerk suggested that Council may wish to have a small service of re-dedication for their return to site. She has spoken with Val Perrin, a Celebrant who is also the social worker for this area, working for CISWO and would be very happy to attend the event.

0271 Councillor K Chewings said that he would speak to Mick Newton, who deals with mineworkers pensions and also try to see if a pit band could also be booked for the event and what costs would be involved.

0272 **Resolved** : "To plan the event for Saturday 23rd November 2019."

0273 Councillor Jeffreys asked if a small plough could also be incorporated in to the display to remember the agricultural history of Cotgrave.

Hollygate Park Allotments

0274 A draft lease had now been drawn up. The solicitor was waiting for a response regarding the Section 106 money.

Adopt a Kiosk Scheme

0275 Councillor K Chewings had provided information on the adoption of telephone kiosks.

The kiosk on West Furlong is to be discontinued and Council would be able to adopt it for £1 for any use as it sees fit. He thinks this would be the perfect location for an additional defibrillator to cover the Ringleas side of Cotgrave.

0276 Councillor M Chewings suggested that the Lightsource funding could be used to purchase the defibrillator.

There may be some legal fees involved in the transfer of the kiosk from BT to Cotgrave Town Council.

0277 **Resolved** : "To adopt the telephone kiosk for £1."

Correspondence

0278 Nottinghamshire Association of Local Councils

Correspondence has been received from NALC regarding a government consultation of extending 5G mobile provision in rural areas.

0279 Nottinghamshire Police

An update had been received regarding the state of arson and anti-social behaviour in Cotgrave.

Council asked if the Police Officer could be invited to the next council meeting to discuss the issues further.

0280 East Midlands Airport

An email has been received regarding the future airspace programme at East Midlands Airport as part of the Government's national programme to modernise the way UK airspace is managed.

You can find out more information by on the website at www.eastmidlandsairport.com/community/future-airspace

0281 Waste Bin corner of Rivermead and Colston Gate

A resident had written asking if a new litter bin could be put next to the seat on the corner of Rivermead and Colston Gate.

There is already a litter bin across the road from the bench.

0282 My Neighbourhood Plan

Information on writing a Neighbourhood Plan has been forwarded from My Neighbourhood Plan.

0283 Rushcliffe Borough Council – Consolidated Parking Order

The Service Manager for Neighbourhood at Rushcliffe Borough Council has forwarded information on how to view the Off Street Car Parking Strategy. The document can be viewed at <https://www.rushcliffe.gov.uk/transportandstreets/carparking>

0284 Nottinghamshire Hospice – Purple Party Week

Nottinghamshire Hospice had forward information on their Purple Party Week which runs from 14th – 19th October.

0285 Rushcliffe Borough Council – Local Plan Part 2 – Inspectors Report

A letter from the Planning Policy Manager at Rushcliffe Borough Council informed Council that the Rushcliffe Local Plan Part 2 and the Planning Inspector has now issued his report and subject to a number of modifications, the Plan is fit for purpose.

The Inspector's report can be viewed on the Council's website at : www.rushcliffe.gov.uk/planningpolicy.

0286 Crime Figures

The crime figures for August and September have been received, and are reproduced below.

Date	Crime	Location	Details
23.8.19	Criminal damage	Hickling Way	Car damaged - keyed
25.8.19	Arson	Colston Gate	Haystack fire
26.8.19	Arson	Colston Gate	Haystack fire
28.8.19	Theft from motor	Morkinshire Lane	Damage caused to door lock of truck
3.9.19	Criminal damage	Scout Camp – Hollygate Lnae	Water pipes and climbing wall damaged
8.9.19	Criminal damage	Cartbridge	Glass patio door smashed
18.9.19	Criminal damage	Shepherds Park and Ride	Catalytic converter stolen from car
25.9.19	Traffic offences	Main Road village towards Shepherds	Boy racers 8 vehicle racing (Section 59 warnings issued)
26.9.19	Attempt burglary	Warwick Gardens	2 males in rear garden no entry gained
28.9.19	Criminal damage	Cartbridge	Outer pane of patio door smashed

0287 Information Commissioner's Office

A factsheet had been produced on steps Councils can take to improve their council's data protection compliance.

Clerks Reports

0288 The Clerk had nothing to report.

Councillors Reports

0289 Councillor Eldridge had been informed that the Bowl Club facilities were being upgrade, but he was concerned with the lack of security at the site.

The Welfare had recently installed some new fencing at the side of the MUGA which backs onto the Bowls Club.

0290 Councillor Shaw asked if some signage could be put up in the shopping centre due to the amount of young people riding their bikes around the area and also on the new seating.

0291 Councillor Shaw also asked if any more information was available regarding potential electric car charging points on the car park at the back of the Hub.

Councillor Butler informed Council that there are plan to install these sometime in the future.

0292 Councillor Shaw stated the parking on the corner of Owthorpe Road and Daleside was still causing problems when pulling out from Daleside.

0293 Councillor Butler as well as speaking with the Police about the problems with young people riding their bikes on the shopping centre/car park area had spoken with David Warren, Cotgrave's Youth Worker, and he has said that he would be willing to carry out some outreach work and engage with the young people.

0294 Councillor Butler also said that there was still a Festival sign up by the Country Park on Hollygate Lane.

0295 Councillor Healy had been made aware by a resident that there was a blind spot on the Hollygate Lane road by the canal and asked if a mirror could be installed at this location.

Councillor Butler said that mirrors are no longer installed as they have been removed through the road traffic act.

Standing Orders were suspended to let the meeting continued for a further 5 minutes.

Councillor Healy reminded everyone that the Pensioners Party will be held on 17th December at the Nottinghamshire Golf and Country Club and the posters have now been put up around the village and on Council's website.

0296 Councillor Jeffrey also mentioned the young people on the bikes on the shopping centre and agreed that some signage needed to be put up.

There being no further business the meeting closed at 9.05pm

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