

**Cotgrave Town Council Meeting
12th February 2020**

- Present : Councillors S Gardner (Chairman), R Butler, M Chewings, D Eldridge, S Ellis, B Handbury, L Healy, C Jeffreys, N Monday, C Patterson, I Shaw, A Simpson, D Stothard and D Wilkie
- Apologies Received : Councillors H Brumpton, and K Chewings
- In Attendance : The Clerk and the Administration Manager (Cotgrave Town Council) and PC H Shinn and Michelle Mark, Cotgrave's Community Champion.

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

Apologies

- 0525 The apologies given were approved.

Declarations of Interest

- 0526 No declarations of interest were received.

Public Open Session

- 0527 Standing Orders were suspended at 7.01 to allow for PC H Shinn and Michelle Mark to give their updates and presentations.
- 0528 PC Shinn informed that following on from the anti-social behaviour on the shopping centre and in particular the incidents at the Methodist Church, two arrests had taken place, the young people had been given curfews which run until April and a report had been submitted to the Youth Offending Team. They will work with the young people with diversionary and education before making a decision of the final outcome.
- 0529 The Police had put out a post on social media saying that the police were not receiving report of ABS through the 101 telephone number, and encouraged residents to report any ASB activity. The 101 system has recently been replaced by a new system and this has had a few teething problems. Since the post was put out on Saturday 8th February, there had been no report of ASB in Cotgrave.
- 0530 PC Shinn asked Council if they thought that it would be a good idea to put out on social media an appeal to parents to question where their young people are when out at night. Council thought this was a good idea, but were not sure what response they would receive. People need to be aware that social media can spread rumours and the information is not always correct.
- 0531 The Crime figures for January are reproduced under Correspondence so far in February there had been a report of theft of a motor vehicle, theft from a motor vehicle, some criminal damage and a drug possession.

- 0532 Councillor Patterson asked if the police had ever carried out any visits all local schools, this is something that could possible take place.
- 0533 Councillor Wilkie stated that the positive impact on Cotgrave's young people previously, had been provide by the Positive Futures team, working with a lot of young people to help them change their lives and make better choices.
- 0534 The Chairman thanked PC Shinn for his update.
- 0535 Michelle Mark introduced herself to Council. Michelle who has lived in Cotgrave for 15 years and is married with you teenage boys, has taken on the new role of Cotgrave Community Engagement Worker with the Trent Bridge Community Trust. Michelle also works part time in Cotgrave Library.
- 0536 Michelle has recently visited a lot of groups and organisations already operating within Cotgrave including the Memory Café, Coffee Club, Super Kitchen and is looking forward to being introduced to many others.
- 0537 The post primarily involve signposting residents to relevant services they need. Michelle has found that there are a lot of good groups/organisations providers in Cotgrave. Although Michelle said she was not an expert in providing services, but she can point anyone in the right direction of people who are able to help, and is looking forward to being to help where she can.

Michelle can be contacted by email: michelle.mark@trentbridge.co.uk or facebook @cotgravecommunity or you can even stop her in the street, her aim is to be as flexible and accessible as possible.

Standing Orders resumed at 7.27pm

Minutes of the Town Council Meeting of 8th January 2020

- 0538 **Resolved** : "That the minutes of the previous meeting held on 8th January 2020 be received and confirmed as a true record."

Progress

0539 M0450 Apologies

Councillor D Wilkie apologised for his absence from the 8th January 2020 meeting.

0540 M0468 Crematorium

0541 Council requested that this item be put into a closed session at the end of the meeting

0542 M0499 Cotgrave Park Run

A quotation had been obtained for the purchase of a portable AED that could be used for the Park Run. The cost is £1,100 to purchase a portable AED.

0543 The Park Run committee has requested a meeting to take place to discuss the logistics of using the AED. A meeting is being arranged and an update will be given at the next council meeting.

0544 M0522 Litter Bin on Black Path

The lock on the bin had now been repaired and is being monitored.

Planning Minutes

0545 **Resolved** : "To confirm the planning minutes recording the decisions taken by the Council and those of the Planning Authority."

Financial Matters

0546 Payments

Resolved: "That the payments made since the previous meeting totalling £87,327.71 as recorded on page 4, be approved and the invoices awaiting payment be paid".

0547 Income

Resolved: "That the income totalling £61,411.62 received since the last meeting, as reproduced below, be noted.

Income Received

31.12.19	NatWest Bank	Interest	46.20
3.1.20	Cotgrave Welfare	Advert Newsletter	151.20
6.1.20	Allotment Rent	Plot 28	46.39
8.1.20	Rushcliffe BC	Call out electrician to Shopping Centre	150.00
13.1.20	Rushcliffe BC	Litter Clearance Shopping Centre	821.52
18.1.20	Chin Chin Gin Bar	Cotgrave Festival Stall	50.00
19.1.20	Darceys	Cotgrave Festival Stall	28.00
19.1.20	Wooden Word	Cotgrave Festival Stall	25.00
19.1.20	Arty Sparkles	Cotgrave Festival Stall	25.00
10.1.20	Rushcliffe BC	Loan	40,000.00
22.1.20	Foodworks	Cotgrave Festival Stall	50.00
22.1.20	Kids Bee Happy Sand	Cotgrave Festival Stall	25.00
24.1.20	Allotments Rent	Plot 34	46.39
28.1.20	HMRC	VAT Refund	19,343.91
29.1.20	Allotment Rent	Plot 7	46.39
31.1.20	Allotment Rent	Plots 3, 9, 16, 2, 5	228.45
31.1.20	Cotgrave Festival	3 x stalls	55.00
2.2.20	Allotments Rent	Plot 1a	24.19
3.2.20	Allotments Rent	Plots 15, 24, 1, 36b, 4, 14a	202.59
		TOTAL	61,411.62

0548 The £40K loan from Rushcliffe Borough Council, is to allow for Cotgrave Town Council to make the final payments for the play park equipment until Council can transfer our fund from the NatWest Savings Account, which the bank has lost all the mandate information.

COTGRAVE TOWN COUNCIL 12 th February 2020					
3.12.19	TalkTalk	20391843	Phone and Broadband	1	36.00
14.12.19	Vodafone	399291986	Mobile Telephone	1	19.20
Dec 19	Alzheimer's Society		In memory of Pat Wash (ex Cllr)	1	30.00
5.12.19	Veber	47355	Data Back Up	1	13.20
Dec 19	HSBC		Bank Charges	1	7.40
11.11.19	Hags-Smp	67773	The Green Play Area Equipment	1	15,000.00
11.10.19	Jupiter Play	2666-2	The Green Play Area Equipment	1	9524.60
7.1.20	D H Electrical	18525	Repair Floodlights on MUGA	1	100.00
7.1.20	D H Electrical	18524	Remove Christmas Decorations	9	1000.00
29.12.19	UK Fuel	1037357	Fuel	1	127.08
1.2.20	SLCC	226402	2020 Membership	1	227.00
27.12.19	Notts CC	92394018	December Salaries/Cllrs Allowance	1	12,755.48
7.1.20	Mrs J Pick		Reimbursement for Plastic Covers	1	87.92
23.12.19	Cotgrave Futures	240	MUGA Electricity	1	46.50
31.12.19	Streetwise	17076	Empty Dog Bins, Service Charges	1	803.88
18.12.19	Mick Dutton & Son	13261	Chainsaw chain, bar and oil	1	85.93
7.1.20	Shield Insurance		Allotment Insurance	1	139.03
20.12.19	Notts Golf Club	24015	Pensioners Christmas Meal	9	2917.90
2.1.20	Rushcliffe BC	70758935	Rent Forest Close Allotments	1	35.00
2.1.20	Rushcliffe BC	70759100	Studio 3 Quarterly Rent	13	1410.00
2.1.20	Rushcliffe BC	70759084	Quarterly Rent Candleby Lane	1	68.75
2.1.20	Rushcliffe BC	70759075	Quarterly Rent Eastmood	1	66.25
3.1.20	Talktalk	20502466	Landline and Broadband	1	36.00
9.1.20	Opus	67704845	Sports Pavilion Electricity	1	26.70
11.11.19	Hags	67773	Play Equipment – The Green	1	42,799.99
			TOTAL		87,327.81

Financial Statements

0549 Members considered the Statements for November, as reproduced at the back of the Minute Book.

At the end of December 2019 Council had £23,463.57 in the Co-op account, £70,173.91 in the HSBC Account and £263,543.78 in the NatWest Account.

Grants

0550 A grant application was received from the Cotgrave Young Peoples Centre.

0551 They were requesting a contribution towards the re development of the outside area of the youth centre entrance. The works will ensure that the young people able to walk around the site without having to cross dirt/mud (especially in the winter months).

0552 **Resolved** : "To approve a grant of £1,000."

Working Groups

Cotgrave FC

- 0553 The Clerk informed Council that no further update has been received from the football club. They are currently considering their options of where to use the funding. The pitches, due to the amount of rain have not been playable since October 2019.

Leisure Centre Agreement

- 0554 Council requested that this item be put into a closed session at the end of the meeting

Trent Barton

- 0555 A meeting with Trent Barton has been arranged for 17th March at 1pm at Cotgrave Futures.

Hollygate Lane Allotments – Transfer of Land

- 0556 Council has signed the copy of the transfer of land agreement and is with Council's solicitor.
- 0557 The guarantee period for the Beech whips is for 1 year being offered by Barrett's but having spoken to the Borough's Tree Officer he advised that this should be for at least 2 years. This has been requested.
- 0558 The date of the exchange of contracts had been set for 3rd February this had now been put back due to the continued wet weather being unable to carry out the essential maintenance. A new date for exchange of contracts has not been confirmed by Barratts/HCA but hopefully in March 2020.
- 0559 An email will be sent out to the allotment tenants informing them of the current situation.

Cotgrave Town Council Annual Town Meeting – Wednesday 6th May 2020

- 0560 The Annual Town Meeting will take place on Wednesday 6th May, a venue is yet to be confirmed but hopefully it will be held at Cotgrave Futures.
- 0561 Council would like to arrange for a speaker to attend the meeting, and Nicky Brindley, who has been awarded an MBE for her charity work with was suggested as was Rushcliffe new MP, Ruth Edwards.
- 0562 **Resolved:** "To invite Nicky Brindley and Ruth Edwards to attend and speak at the Annual Town Meeting on 6th May 2020."

Service of Commemoration and Remembrance, Southwell Minster, 10th May 2020

- 0563 The Business Support Officer from Nottinghamshire County Council has forwarded an invitation to a Service of Commemoration and Remembrance at Southwell Minster on 10th May 2020 at 3pm to mark the 2020 VE 75 commemorations.

- 0564 The invitation is extended to the Chairman and all members of Council.
- 0565 Anyone wishing to attend the event will need to inform the Clerk. Councillor B Handbury said that he and his wife wished to attend.

Quarterly Park Inspections

- 0566 Council noted the latest parks inspections.
- 0567 The skate board ramps are becoming more and more unusable. A quotation will be obtained for their removal.

CCTV Cotgrave Shopping Centre/the Green Play Park

- 0568 Following the quotation received for the supply of CCTV for the Shopping Centre and The Green Play Park, which will include 9 cameras, 3 of which will be directed onto the play park. It was decided that a maintenance contract was not needed and to pay for maintenance as needed.
- 0569 A Broadband connection of £30 per month will be required, which will be paid for by Cotgrave Town Council. Council will also cover the cost of the 3 cameras and associated costs for the play park.
- 0570 **Resolved** : "To agree to pay for the 3 cameras and associated costs, plus the monthly broadband costs and 1/3 maintenance costs as and when needed."

Correspondence

- 0571 Crime Figures 1.1.2020 to 1.2.2020

Date	Crime	Location	Details
6.1.20	Criminal Damage	Candleby Lane	Van damaged
6.1.20	Criminal damage	Methodist Church	Windows damaged
9.1.20	Theft of motor	Westway	Transit van stolen from driveway
12.1.20	Criminal damage	Methodist Church	Windows damaged
13.1.20	Criminal damage	Methodist Church	Windows damaged
14.1.20	Criminal damage	Methodist Church	Windows damaged
19.1.20	Criminal damage	Methodist Church	Windows damaged
20.1.20	Theft from motor	Ringleas	Van broken into
21.1.20	Theft from motor	Lingford	Van broken into
22.1.20	Thefts of motor	Colston Gate	Transit van stolen from roadside
22.1.20	Criminal damage	Methodist Church	Fencing damaged
28.1.20	Criminal Damage	Candleby Lane	Vehicle damaged on driveway
29.1.20	Public Order Criminal Damage	Methodist Church	Ongoing issues at the location

0572 Community Garden

Alex Julian has provided Council with an update. Streetwise Environmental have been supporting the project to get up and running. They have offered to plant several trees including crab apple whips, a cherry and a acer campestre tree.

0573 Ruth Edwards MP for Rushcliffe

Notification has been received dates for Constituents Surgeries with Ruth Edwards MP.

The dates are as follows:-

Friday 14th February at West Bridgford

Friday 21st February at East Leake

Friday 13th March at West Bridgford

Friday 27th March at East Leake

0574 If any resident would like to make an appointment with Ruth Edwards, please email: ruth.edwards.mp@parliament.uk or telephone her assistance on 0207 219 3549.

0575 Cotgrave War Memorial

Correspondence has been received from Historic England notifying Council that the War Memorial located in the cemetery, has now been listed at Grade II.

0576 Methodist Church

The Minister, Mark Roberts had copied council into an email detailing the issues they are having with vandalism and anti-social behaviour.

0577 Great British Spring Clean 2020

Rushcliffe Borough Council's appointed contractor, Streetwise Environmental Ltd will be working with Town and Parish Councils and local community groups in supporting the Great British Spring Clean 2020 to take place from 20th March to 13th April.

0578 Councillor Eldridge stated that the U3A had spoken about a date for a clean-up day. This has not yet been confirmed, once confirmed he will update council.

0579 This item will be added to the agenda for the meeting on 11th March.

0580 Rushcliffe Borough Council - Planning

Planning application number 19/02209/FUL Cotgrave Shopping Centre – construction of 4 no replacement retail units will be considered at the Planning Committee on Thursday 13th February.

0581 Budget Summary 2020-2021

A copy of the budget summary for 2020-2021 has been produced.

0582 Nottinghamshire County Council

Advance notice of a public consultation on the Nottinghamshire and Nottingham Waste Local Plan Issues and Options documents.

The consultation will be open between 27th February and 9th April.

0583 Armed Forces Community Covenant Development Officer

Information has been received regarding recruiting Armed Forces Community Champions.

They will be a 'go to person' for any Veterans and members of the Armed Forces Community (such as reservists, spouses and serving personnel). The Champion will be provided with the information to be able to signpost those who are in the need and have asked for help, to the relevant services and charities that can provide the suitable help and support.

0584 It was also note that Zoe Richardson has now left the post of the Covenant Development Officer and Councillor M Chewing asked if Council could write to Zoe thanking her for her help in achieving the Covenant.

Clerks Reports

0585 Sheila Wheeler

Information has been forwarded to Council informing of the passing of Sheila Wheeler. Shelia was a resident of Cotgrave and local district nurse for many years.

0586 Nottinghamshire County Council Local Improvement Scheme

The latest round of funding for the Local Improvement Scheme has now opened.

0587 Incident Dog Walker Ringleas

There have been an incident on Ringleas park with a dog and Council's Play Park Inspector. The dog walker then exited the park through a gate into a garden of a property on Gripps Common.

The Saturday Park Keeper when to open the park, also found that there was someone already on the park whilst it was still locked, obviously gaining access through the gate in the fence.

The Clerk has spoken with the Police and when the park is locked access into the park is classed as trespassing.

Council asked the Clerk to write to the resident of the property stating that this was classed as trespassing and also write to the dog walking company stating that they should not be using play area to exercised dogs as part of the paid employment on this children's play park. Council do provide a dedicated dog walking field.

0588 Bank

The Clerk had still not been able to sort out the issues with the bank, and is waiting for another call from the banks complaints department.

0589 Council asked the Clerk to contact the Ombudsman and Council's solicitor or some legal advice.

Councillors Reports

- 0590 Councillor Simpson informed that he was attending the Western Power Workshop
- 0591 Councillor Ellis had received information about the Nottingham Roosavelt Memorial Scholarship. This information has been placed on Council's website.
- 0592 Councillor Eldridge noted the development of the travellers site at Stragglethorpe. Councillor Butler said that this issue has been referred to the enforcement officer at Rushcliffe Borough Council and is being closely monitored.
- 0593 Councillor Eldridge asked if the Community Warden ever walked the full length of Woodview. Woodview is covered within the scheduled but different parts on different days to provide a litter picking service.
- 0594 Councillor Eldridge also noted that the No Dogs sign was still in place for Madisson Park and should be removed as this was now a dog walking field. The ground staff will be asked to remove this part of the sign.
- 0595 Councillor Healy informed Council that Harry Burrows had stood down as Chairman of the Friends of Cotgrave Country Park after 6 years in post, and asked if a letter of thanks could be forwarded to him.
- 0596 A new Chairman had yet to be appointed.
- 0597 Councillor Butler informed Council of a new app 'My Notts App'. The Nottinghamshire County Council App is now live and available to download. It can be downloaded from the app store on Android and Apple devices.
- The app will make it easier, quicker and more convenient for those residents who prefer to access services on their smartphone and will complement the services already provided through the council's website and customer service centre.
- 0598 Councillor Butler also informed that the new interactive speed sign on Hollygate Lane has been installed.
- 0599 Councillor Stothard informed that the Environmental Inspector had made a visit to Cotgrave Futures as part of their duties to inspect all food outlets and producers.
- 0600 Councillor Stothard commented about the amount of street parking on Woodveiw when they hold events at Cotgrave Welfare. It was very difficult to drive through the cars parked on both sides of the road. Council could suggest to the Welfare, when they take a very large booking, they give out information about all other car parking areas available.

To suspend Standing Order to allow the meeting to continue for a further 10 minutes in closed session.

0601 M0468 Crematorium

In response to Councils request for an Extra Ordinary Council Meeting to discuss the evidence of need for a crematorium in Rushcliffe, a response had been received from the Chief Executive of Rushcliffe Borough Council.

The Chief Executive explained that *“the planning application was submitted by Mercia Developments Ltd and the documentary evidence they submitted in relation to need and site suitability is available on the planning portal website and the document relating the appeal decision should be available on the planning inspectorate website As it is a quasi-judicial process it is not appropriate for the leader or I to discuss the decisions taken on applications that have been through the planning process and indeed, on this occasion have been determined by the Planning Inspectorate.”*

Council request that a response the Chief Executive’s letter was sent, stating that Council understands that they crematorium will proceed, but are disappointed that they were not able to attend a meeting with Council.

Leisure Centre Agreement

- 0602 Council had been given a copy of the current agreement with Rushcliffe Borough Council dated 2010.
- 0603 Some of the services provided by the Leisure Centre for Cotgrave Town Council, under the agreement are either no longer used or required.
- 0604 **Resolved** : “To agree to work with Rushcliffe Borough Council and try to re-negotiate any of the changes.

There being no further business the meeting closed at 9.07pm.

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