

**Cotgrave Town Council Meeting
14th June 2023**

- Present : Councillors I Shaw (Chairman), R Butler, S Ellis, S Gardner, B Handbury, L Healy, S Mitchell, and A Simpson.
- Apologies Received : Councillor K Chewings, N Monday and D Stothard
- Attendance : Julie Stephenson (Town Clerk), Jane Pick (Administration Manager) Cotgrave Town Council and two members of the public.

The meeting was held at Cotgrave Methodist Church and commenced at 7pm

Apologies

- 0055 The apologies received were approved.

Declarations of Interest

- 0056 Councillor S Ellis declared an interest in Agenda Item 12 Hollygate Lane Bridge, as a resident of the Hollygate Estate, but was willing to answer any questions asked, but would not take part and any voting.

Public Open Session

- 0057 No members of the public wished to speak.

Accuracy of the minutes of the Annual Town Meeting, the Annual Council Meeting and Cotgrave Town Council 17th May 2023

- 0058 **Resolved** : "That the minutes of the meetings held on 17th May be received and confirmed as a true record."

Progress Minutes of Council Meetings held on 17th May 2023

- 0059 M0020 Barratt/David Wilson Homes

An update has been received from Robert Galij. There was nothing further to report regarding the bridge at Hollygate Park.

- 0060 Hollygate Lane North - Further of the Draft Planning Layout (210 dwellings) and supporting information has been submitted to Case/Planning Officer at Rushcliffe Borough Council under Ref 22/02236/REM. BDW are looking to settle the content with a view to acquiring the site and progressing the scheme in due course.

0061 Hollygate Lane South – further revision of draft planning Layout (74 dwellings) and supporting information submitted to Case/Planning Officer at Rushcliffe Borough Council under Ref 22/02335/REM. BDW are looking to settle the content, acquire the site and implement the scheme accordingly.

0062 M0025 Recycling Bins on the Shopping Centre

Councillor L Healy asked why a meeting had held been held at the Shopping Centre with an officer from Rushcliffe Borough Council and that not all councillors were aware of the meeting?

0063 Councillor Shaw said that the meeting had been a follow up meeting that had been attended by some councillors. Councillor K Chewings had spoken with Darryl Birch from Rushcliffe to arrange the meeting to progress the matter as it was taking a long time to come to an action.

0064 Please can it be noted that all councillors are made aware of any meetings with all external bodies, so councillors can be all included?

0065 M0033 Council's Insurance Policy

The Clerk informed council that a 3-year agreement with the insurance company was now in place.

0066 M0039 Grass Mower

The Clerk informed council that the mower/part exchange has now been completed.

0067 M0044 to M0046 ICT Improvements

The ICT improvement are now complete.

0068 M0050 Sink Hole Bingham Road

Councillor Butler said that the sink hole has been repaired and that Severn Trent Water and Nottinghamshire County Council has work together very quickly to get this issue resolved.

Planning Minutes

0069 **Resolved** : "To confirm the planning minutes recorded and the decisions taken by the Council and those of the Planning Authority."

Financial Matters

0070 Payments

Resolved: "That the payments made since the previous meeting totalling £35,737.26 as recorded below, be approved and the invoices awaiting payment be paid".

Rialtas	SM27573	Data Back Up Omega	1	224.99
Rialtas	SM27572	Omega Cashbook	1	228.00
Church of England School		Grant - Defibrillator		1225.00
Water Plus	2233891	Unit 28	1	45.18
Kents	65536	Grounds Maintenance	1	1045.00
Cotgrave Futures	689	MUGA Electricity	1	3.91
Kents	65501	Tree Works Grassmere and Ringleas Parks	1	2376.00
D Dixon	3219	Internal Audit	1	220.00
Kents	65525	Remove Lime Tree, The Green	1	510.00
HSBC		Bank Charges	1	12.49
Meerkat Comms	7601	Phone and Broadband	1	61.66
EDF Energy		Unit 28 Electricity	1	299.00
Gallaghers	577716612	Cyber Package Insurance	1	367.36
Gallaghers	524101760	Motor Insurance Policy	1	607.53
Gallaghers	524170701	Insurance Policy	1	7830.43
Opus	7402841	Pavilion Electricity	1	60.87
Notts CC	92873635	May Salaries	1	11756.27
Three	1421223595	Mobile Phones	1	29.78
T Cash		Stall Refund (overpayment)	9	10.00
Roffesoft	7824	Network Changes, Laptop, Monitor	1	946.80
P Graniova		Face Painter Summer Market	9	170.00
Methodist Church		Room Hire 17.5.23	1	30.00
Get Loos	2022	Portable Toilets Summer Market	9	216.00
J Chapman	306	PA for Summer Market	9	300.00
Premier 1 (UK) Ltd	2305	Flower Baskets	9	4260.00
Real 45s	101	Band for Summer Market	9	200.00
Roffesoft	7795	4 x Eset anti-virus	1	39.60
Roffesoft	7800	PC Support – Laptop Issues	1	216.00
Rushcliffe BC	71019100	Service Charge Suite F	1	180.00
Rushcliffe BC	71018711	Rent Suite F	13	435.00
Rushcliffe BC	71018284	Removal Bench and install King's Coronation Bench	1	180.00
Rushcliffe BC	71018293	Repair Trampoline the Green	1	68.80
Rushcliffe BC	71018275	Repair to Roundabout the Green	1	644.40
Rushcliffe BC	71018990	Rent Unit 28	1	650.00
TMS Hardware		Hardware	1	24.68
UK Fuels	10004670	Fuel	1	183.43
WelMedical	267843	Electrode Pads Defib West Furlong	1	79.08
		TOTAL		35,737.26

0071 Income

Resolved : "That the income totalling £3,889.82 since the last meeting, as reproduced below.

3.5.23	HMRC	VAT Refund	3629.82
4.5.23	Hotdogs Stall	Summer Market	40.00
4.5.23	Old Meadow Crafts	Summer Market	25.00
31.5.23	T Cash	Summer Market	35.00
1.6.23	Cotgrave FC	Rent	160.00
		TOTAL	3889.82

Financial Statements

0072 Members considered and approved the Statements for April 2023 as reproduced at the back of the Minute Book.

At the end of April 2023 Council had £35,988.85 in the Co-op account, £161,389.68 in the HSBC account and £202,151.69 in the NatWest account.

Annual Governance Statement 2022/2023

0073 Members have been presented with a copy of the Annual Governance Statement and Accountability Return for 2022/2023 documents, as listed below: -

- i) Section 1 Annual Governance Statement 2022-2023
- ii) Section 2 Accounting Statements 2022-2023
- iii) Confirmation of the dates of the period for the exercise of public rights
- iv) Bank Reconciliation.
- v) Explanations of variances between boxes 7 and 8
- vi) Internal Auditors Report

0074 The Chairman read out the Annual Governance Statement and Council agreed that statement numbers 1 to 8 are all to be answered with a 'yes' and all appropriate measures are in place and statement number 9 is not applicable to this council.

0075 Council considered the accounting statement for the 2022-2023 and agreed that the figures were correct with the RBS software accounts.

0076 **Resolved** : "Council agreed that the figures were correct for the year".

0077 **Resolved** : "Council all agreed that the financial information provided was correct for the year ending 2022-2023.

Grants

0078 A grant request has been received from Cotgrave Library for £300 for crafts for the Summer/Autumn period.

- 0079 **Resolved** : "To award Cotgrave Library a grant of £300."
- 0080 A grant request has been received from Cotgrave FC for 1,000 towards the cost of two sets of mobile goal posts.
- 0081 Council considered the grant request but, on this occasion, decided not to award the grant. This was a unanimous decision.
- 0082 **Resolved** : "To not award a grant of £1,000 to Cotgrave FC."

Working Group Updates

Broadmeer Play Area/UKSPF Funding

- 0083 The Clerk had applied to the UKSPF funding but has not been successful on this occasion this was due to the fund be very oversubscribed.
- 0084 The Clerk asked Council if they wished to continue with the project at Broadmeer.
- 0085 Council all agreed to continue with the project and would now use the following monies: -
- £11,101.12 held in the CIL funding
£ 3,166.00 held in Play Space Budget
£ 2,668.86 held in Lightsource Funding (surplus from previous years)
- The difference will be made up from council's reserves.
- 0086 **Resolved** : "To proceed with the purchase of additional play equipment for Broadmeer Play Park at the cost of £26,916."

Hollygate Park Bridge

- 0087 The Chairman along with the Vice Chairman and Councillor K Chewings had presented Council with a document outlining the history of the bridge which was set out in the original planning application (10/00559/OUT). The Planning conditions set out the requirement for a footbridge to be built over the canal to provide a safe pedestrian route to Cotgrave town centre, away from Hollygate Lane and to date the bridge has not been provided.
- 0088 Barratt David Wilson Homes (BDW) will in due course be submitting a further planning application for the bridge to be installed.
- 0089 It is now understood that BWH have passed the responsibility of the maintenance of the awaited proposed bridge to the Encore Estate Management Co Ltd (EMC), who in turn have added the bridge to the current contract between BDW and EMC and each householder of Hollygate Park will be charged maintenance fees in their management fee to include the bridge.

0090 Several recommendations were put forward to Council and

0091 **Resolved** : "To write to BHW to seek an urgent meeting to discuss and express Council's disappointment in the action that have been taken and the delay in providing the bridge.'

0092 **Resolved** : "To write to Ruth Edwards MP, to lobby her over the introduction of Management Company and their services charges on all new development without any strict controls and regulations of future capping increases for the residents on these developments.'

0093 **Resolved** : "To write to Rushcliffe Borough Council and express Council's disappointment in BWH at the delay in providing the bridge and then by placing the burden of any future maintenance of the bridge on the residents of Hollygate Park and ask why the planning conditions allowed this delay to happen and to give their views on the whole project and provide this information to Cotgrave Town Council.'

Long Serving Councillors

0094 **Resolved:** 'To move to a future meeting.'

Multi Use Games Area (MUGA)

0095 The MUGA is currently opened at by 9am(latest) and closed at 9pm in the summer and 8pm in the winter.

The young people have asked if the area could be opened for longer period or left unlocked 24 hours a day 7 days a week.

0096 Consideration as to whether to MUGA should be left open longer needed to address several issues including the impact of noise on nearby properties and members of staff who are paid to open and close the facility.

0097 It has been noted that there is an ongoing problem on the courts with underage drinking and the smashing of glass. This has been reported to the police and to the local shops which sell alcohol.

0098 **Resolved** : "Council resolved to keep the opening and closing times of the MUGA to its current timings (open at 9am and close at 9pm)

East Midlands Airport – Draft Noise Action Plan Consultation 2023

0099 Council has received a copy of information on the 5-year Noise Action Plan who were seeking views to help shape the plan.

0100 Council did not wish to make any comments.

LCF Revenue Funding

0101 A funding bid has been placed with the LCF Revenue Funding towards providing a Summer Youth Scheme at the cost of £2,959. Council have applied for 50% of the costs. The Clerk has requested to when the date to find out if the bid has been successful and is still waiting for that information.

0102 Because of time restraints the Clerk asked Council if the funding bid was not successful does Council wish to continue with providing the Summer Youth Scheme?

0103 **Resolved** : "To continue to provide a Summer Youth Scheme if the funding bid is not successful.

Correspondence (for information only)

0104 Nottinghamshire and Nottingham Waste Local Plan

A letter regarding information has been received on the update of the Nottingham Waste Local Plan.

Reports from Ward Members

0105 Councillor R Butler said that following the elections the new council at the Borough was in place and the first Council meeting had been held in May.

Clerks Reports

0106 The Clerk reminded Council of the Nottinghamshire County Council Civic Services taking place on 25th June at Southwell Minster. The Clerk was unable to attend but Councillor B Handbury said that he would like to attend the service.

0107 All Councillors, except those that received paper copies of the meeting papers, received a physical copy of the agenda prior to each meeting. The Clerk asked if it would be a problem if these were no longer hand delivered, as Councillors received all council meeting papers by email.

0108 Councillors could not see a problem with this.

0109 An email has been received from the Chairman of the Management Committee of the Scout and Guide Hall regarding funding for the installation of new gates following on from the continued anti-social behaviour in the area. They have not been able to source any additional funding to be able to provide the gates.

- 0110 Council would not be able to provide all the funding for the gates, but the group would be welcome to complete a grant request form for consideration by council.
- 0111 Councillor Butler said that they are also welcome to approach the Ward members for Cotgrave and himself at County Councillor for Cotgrave for funding.
- 0112 The Clerk will be placing an order for two new litter bins, an additional bin for the Green Play Area and a replacement bin for Maddison Field.
- 0113 The Clerk has been informed that PC Cai Kemish has been promoted and has moved to another area. He is replaced by PC Saskia Mills who has come from the response policing.
- 0114 The issues with EDF energy in supply bills for Unit 28 has now been resolved and Council is now in credit by £1323.36 and this will be transferred back into council's bank account.

Councillors' Reports

- 0115 Councillor Gardner noted that the Miners Memorial was due to be installed on 3rd July. He asked if arrangement could be made to hold a service of dedication. This will be added to the July agenda.
- 0116 Councillor R Butler informed council that works have commenced on the resurfacing of Hollygate Lane.
- 0117 Councillor Butler said that there was helpful and useful information about cost-of-living support on the Nottinghamshire County Council website for anyone who may be struggling at this time. www.nottinghamshire.gov.uk/business-community/cost-of-living-suport

There being no further business the meeting closed at 9.00pm

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

The following responses were made to plans under consideration by the Planning Authority, Rushcliffe Borough Council.

No objections were raised except where stated.

003 At Council Meeting on 14th June 2023

- 23/01016/FUL 59 Bingham Road, Cotgrave, Nottingham, NG121 3JS – erect detached dwelling and 1.8m high fence to side boundary.
- 23/01105/OUT Land to the rear of The Manor House, 1 Owthorpe Road, Cotgrave, Nottingham NG12 3JE – outline application for proposed residential development of up to 5 no. dwellings, with all matters reserved except for access.
- 23/00913/FUL Magnolia Cottage, Cotgrave Place, Main Road, Cotgrave – single storey glass room to rear.

Rushcliffe Borough Council, the planning authority, has forwarded the following decisions: -

004

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