

**Cotgrave Town Council Meeting
8th December 2025**

<u>Present</u>	:	Councillors I Shaw (Chairman), E Arscott, R Butler (from 7.01pm), K Chewings, S Ellis, L Healy, S Mitchell, N Monday and A Simpson.
<u>Apologies Received</u>	:	Cllrs S Gardner, J Mileham and R Butler (for lateness)
<u>Absent</u>	:	Councillor M Myles
<u>Attendance</u>	:	Julie Stephenson (Town Clerk), Jane Pick (Administration Manager) – Cotgrave Town Council

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

Apologies

1673 The apologies received were approved.

Declarations of Interest

1674 No declarations of Interest were given.

Public Open Session

1675 No members of the public were in attendance.

Accuracy of the minutes of the Council Meeting held on 17th November 2025

1676 **Resolved** : “That the minutes of the meeting held on 17th November 2025 be received and confirmed as a true record .

Progress Minutes of 17th November 2025

1677 M1641 Barratt Homes

Councillor Shaw asked if any further information has been received from Barratt Homes. The Clerk informed the Chairman that an email had been sent giving information on a meeting taking place on Thursday 11th December in the Council Office.

1678 M1657 Basketball Hoop on Ringleas Park

A new quotation has been requested from HAGS; this has not yet been received but has been chased up on several occasions. Once the updated quotation is received an order will be placed.

1679 M1159 Tree Clearance Arthur Ridley Sports Ground

The tree clearance has now been completed. Following the clearance a water meter has been found. The Clerk will speak to the Borough Council about the water meter. No further cess pit access was found.

1680 M1666 CISWO

The Clerk has responded to the email from CISWO about information they required about Council's potential use of land at Arthur Ridley for a 3G football pitch, which included any funding details including from the Football Association.

1681 Councillor Chewings suggested that a working group be set up for this project. Councillors N Monday, S Mitchell, E Arscott, L Healy, S Ellis and K Chewings will form the working group and a meeting arranged for the New Year.

1682 M1670 Councils Website

The issue with the website saying it is not secure has now been resolved. Some councillors are saying they are also having issues with receiving group emails. The Clerk will speak with Council's IT to see what the problem may be and how to resolve it.

Planning Minutes

1683 **Resolved** : "To confirm the planning minutes recorded and the decisions taken by the Council and those of the Planning Authority."

Financial Matters

1684 Payments

Resolved: "That the payments made since the previous meeting totalling £4806.35 as recorded below, be approved and the invoices awaiting payment be paid".

28.10.25	Arco	950774941	Groundsman Workwear	1	204.40
16.11.25	WaterPlus	10918061	Forest Close Allotments	1	65.42
6.1.25	British Gas	802401926	Suite F Electricity	1	42.59
6.11.25	EDF Energy	11	Unit 28 Electricity	1	29.48
6.11.25	EDF Energy	14	Sports Pavilion Electricity	1	88.47
16.11.25	O2	40892954	Mobile Phones	1	31.20
10.11.25	Meerkat Comms	7625	Phones and Broadband	1	66.35
17.11.25	Kents	69086	Grounds Maintenance Nov.	1	1118.40
31.10.25	Proludic	11662	Spares Broadmeor Park	1	198.31
11.11.25	Arco	95057182	Ground staff polo shirts	1	56.35
22.11.25	P Howitt		Winter Plants	1	29.94

25.11.25	Notts Cleaning	3	Window Cleaning	1	71.88
25.11.25	J Pick		Reimbursement Petty Cash	1	23.98
3.12.25	J Pick		Dairy Free Chocolate Grotto	9	14.59
17.11.25	Rushcliffe BC	71221084	Reconciled Service Charge Suite F	1	281.39
21.1.25	Roffesoft	8699	Router and Phone Set Up	1	383.40
24.11.25	KDP Sounds	281125	DJ Christmas Market	9	695.00
29.11.25	Trent Valley Training	3041	Woodchipper and Use of Pesticides Training	1	1068.00
2.12.25	Cotgrave Futures	1123	MUGA Electricity	1	12.66
2.12.25	EDF Energy	15	Arthur Ridley Sports ground	1	176.13
2.12.25	EDF Energy	12	Unit 28 Electricity	1	8.01
21.11.25	William Hackett	25632	Swing Seat and D Rings	1	140.40

1685 Councillor Healy asked about the considerable differences in the two invoices from EDF Energy for the Sports Pavilion.

1686 This has been noted by the Clerk and meter readings have been taken today (8.12.25) and will be taken again on Friday 12th and again on Monday 15th, to monitor the usage. Following speaking to an electrician, there could be several reasons for the high usage. These are being looked into.

1687 Income

Resolved : "That the income totalling £515.16 of the last meeting, as reproduced below."

12.11.25	Blood Bikes	CHRISTMAS MARKET	5.00
2.11.25	Allotment Tenant	Plot 29 Burhill	75.50
22.11.25	Cotgrave Welfare	Newsletter Advert	168.00
25.11.25	Porco Street food	Christmas Market	20.00
25.11.25	Fair Rides	Christmas Market	20.00
1.12.25	Cotgrave FC	Rent Arthur Ridley	160.00
1.12.25	Cotgrave FC	Rent Madisson	66.66

1688 Members considered and approved the statements for November 2025 as reproduced at the back of the Minute Book.

At the end of November 2025 Council had £174,794.87 in the HSBC Current Account. Due to the early date of the December meeting the bank statements for NatWest and CCLA had not been received. These will be included in the January 2026 meeting.

Grants

1689 A grant application has been received from Cotgrave Candleby Lane School. The music teacher has requested a grant of £550 for an extracurricular activity for the school choir to attend the Young Voices Concert in Sheffield on 29th January 2026.

1690 **Resolved** : "To award a grant of £550 for the school choir to attend the Young Voices Concert on 29th January 2026 in Sheffield.

1691 The Borough Councillors asked if the Clerk could contact the music teacher and inform her that funding is also available from them, and also Councillor Butler in his role as a Notts County Councillor.

Council Vehicle/Machinery (CIL Payment)

- 1692 One of Council's utility vehicles is now 8 years old and starting to show signs of wear and has recently required more repairs.
- 1693 Council have also been asked to consider the purchase of a mower to allow the staff to be able to be mowing at the same time.
- 1694 Council considered several quotations for both pieces of equipment and
- 1695 **Resolved** : "To purchase a Kioti K9 2025 Mosel vehicle at a cost of £22,000 minus a trade in of the old vehicle at £3,500, total £18,500 + VAT.
- 1696 **Resolved** : "To purchase a mower (Ferris 36" Ex-Demo) for the cost of £6,500.00."
- 1697 The funding for these purchases will come from CIL Payments received.

Allotment Tenancies 2026

- 1698 Council considered the figures for the allotment tenancies renewals for 2026.
- 1699 The rent has not been increased for 5 years and council suggested that the rent be increased by 10% to cover the increase in costs incurred by Council to run the allotments.
- 1700 **Resolved** : "To increase the rent by 10% and to agree the water and insurance charges for 2026.

Meetings of 6 larger Council's in Rushcliffe

- 1701 Councillor Chewings and the Clerk met with Councillors from the five other larger town and parish councils in Rushcliffe to discuss the impending Local Government Devolution, as well as the possibility of the Council's sharing and supporting each other in other areas of council requirements.
- 1702 Councillor Chewings has drafted the Terms of Reference for the Group.
- 1703 **Resolved** : "To agree that Cotgrave Town Council work with the other 5 larger Town and Parish Council in Rushcliffe and attend meetings as required and to approve the Terms of Reference."

Update from Ward Members

- 1704 Councillors Butler informed that Rushcliffe Borough Council and Nottinghamshire County Council had agreed on a proposal for the LGR (Option 1B) .
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Correspondence

- 1705 An email has been received from Nick Berry, Senior Property Estates Surveyor for Rushcliffe Borough Council asking for further information regarding the position of the pump track on The Green in Cotgrave, which included any current issues with ASB in the area.
- 1706 The Clerk had spoken to Sergeant Brett Price and he would contact Nick Berry with this information.

Clerks Reports

- 1707 The Clerk had received an email from INW regarding the County Council building a toilet block on the Country Park and asking if Council would be able to provide the opening, locking up and re stocking of this new facility. The Clerk will speak with the staff.
- 1708 It was noted that an electricity supply would be installed into the new toilet block and council suggested that a defibrillator could be installed at the building, which could be provided by Council. Councillor Butler will liaise with the County Council.
- 1709 Following the installation of new bins in the bin store at the Business Hub, the administration staff will no longer put out the bins on a weekly basis. The Borough Council says that this could be included as part of their maintenance contract, the Clerk will speak with the ground staff and ask them to include this in their schedule of duties.

Councillors' Reports

- 1710 Councillor N Monday said that NCT will be taking over the Nottingham to Newark route via Radcliffe-on-Trent and Bingham.
- 1711 Councillor Butler has met with the Clerk and staff from Trent Barton regarding the continuing issues with The Cotgrave bus service. Trent Barton are aware of these issues and said that roadworks and football traffic contributed towards these issues. They also said that a consultation will be taking place in the New Year regarding some tweaks to the route within the city centre. There has also been issues with the real time bus signs which are managed by Nottinghamshire County Council.
- 1712 Councillor Butler said a resident had spoken to him about Dr MacDonald's bench and garden and has it been considered if a fence could be placed around the garden.
- 1713 Councillor Chewings and Councillor Butler had attended the meeting of the PPG where it was clarified that INW made the decision not to continue to work with the Council on the new website. Council will continue to share any information from INW on its website. It was also suggested that Council Administration attend their future meetings, approx. 4 times a year.
- 1714 Council Simpson had received a reply from Revd. Massey at All Saints' Church regarding the possibility of a new cemetery in Cotgrave. Revd. Massey was not aware of any information regarding the siting of a new cemetery and suggest that Cllr Simpson contact the Diocese.
- 1715 Following a discussion it was decided not to pursue this project any further.

1716 The Chairman of Council, Councillor Ian Shaw wished everyone a very Happy Christmas and New Year.

There being no further business the meeting closed at 8.23pm.

Chair:..... Signed as a True Record (Date).....

**Finance Committee Meeting
12th January 2026**

Present : Councillors S Ellis (Chairman), R Butler (from 7.10) and L Healy

Apologies Received : Councillor I Shaw, K Chewings and R Butler (for lateness).

Attendance : Julie Stephenson (Town Clerk) - Cotgrave Town Council

The meeting was held at Cotgrave Futures and commenced at 7.10pm.

Apologies

0093 The apologies received were approved.

Declarations of Interest

0094 No declarations of Interest were given.

Public Open Session

0095 No members of the public were in attendance.

Accuracy of the minutes of the Finance Committee held on 10th November 2025

0096 **Resolved** : "That the minutes of the meeting held on 10th November 2025 be received and confirmed as a true record.

Progress

0097 No progress noted.

Budget 2026-2027

0098 The Committee was presented with the budget figures for consideration for 2026/2027. The Clerk has amended the budget with the pension deficit figure which has now become available for the next 3 years.

0099 The suggested precept request is for £291,015 for 2026/27 and will be an increase of 4% using the Rushcliffe Borough Council calculation form.

- 0100 The committee considered the budget and reviewed some of the areas of expenditure and decided to try to reduce the precept requirement by reducing the amount of expenditure for the Christmas event and the fund which Cotgrave Town Council offer as a grant fund for the community groups.
- 0101 The reductions would reduce the Christmas Event budget by £1750 and the grant fund by £1000.
- 0102 The Finance committee presented the budget to council for consideration after looking at all the changes which need to be included for the next financial year.
- 0103 The increase will be 3.1% or £3.46 increase per year per Band D property
- 0104 **Recommendation** : 'That council approve the budget of £321,345.00 expenditure for the year 2026/27 with a request of £288,265.00 for the precept for 2026/27.

Correspondence

0105 Nottinghamshire County Council Triennial Pension Review

The three-year review of the Nottinghamshire County Council Pension fund has been approved and sent to all councils in the LGPS Pension scheme. The pension review as provided the deficit total required by Cotgrave Town Council for the next three years and informs of a reduction in the salary element paid by Cotgrave Town Council from 21.3% to 20.1% for the three-year span.

There being no further business the meeting closed at 7.55pm.

Chair:..... Signed as a True Record (Date).....

Planning Minutes

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

No objections were raised except where stated.

048 At Council Meeting on 8th December 2025

- 25/01170/FUL 39 Saxon Way, Cotgrave, Nottingham, NG12 3NX – proposed two storey side extension.
25/01875/FUL 4 Bingham Road, Cotgrave, Nottingham, NG12 3JR – demolition of storage shed, extension to existing building to provide additional 2 bedroom Duplex flat and work to car park area.

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

049 Permission Granted

- 25/01170/FUL 39 Saxon Way, Cotgrave, Nottingham, NG12 3NX – Proposed two storey side extension.

050 General Permitted Development

- 25/02127/AGRIC Cottaglade Woods, Cotgrave Forest near NG12 5PG – the placement of a 20 foot shipping container to keep forestry tools and small vehicle locked securely on site.

Chair:..... Signed as a True Record (Date).....