

**Cotgrave Town Council Meeting
19th January 2026**

- Present : Councillors I Shaw (Chairman), E Arscott, R Butler, S Ellis (from 7.02pm), L Healy, S Mitchell, N Monday and A Simpson.
- Apologies Received : Councillors K Chewings, J Mileham and M Myles.
- In Attendance : Julie Stephenson (Town Clerk), Jane Pick (Administration Manager) – Cotgrave Town Council and one member of the public.

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

Apologies

- 1717 The apologies received were approved.

Declarations of Interest

- 1718 No declarations of Interest were given.

Public Open Session

- 1719 No members of the public wished to speak at the meeting.

Accuracy of the minutes of the Council Meeting held on 8th December 2025 and to note the minutes of the Finance Committee on 12th January 2026.

- 1720 **Resolved** : “That the minutes of the meeting held on 8th December 2025 be received and confirmed as a true record and the minutes of the Finance Committee of 12th January 2026 were noted.

Progress Minutes of 8th December 2025

- 1721 M1677 Barratt Homes

No further information has been received in response to the Clerk’s email responding to information they requested regarding the project.

- 1722 Councillor Butler had received an email from a resident of Hollygate Lane expressing their dismay at the loss of the bridge. Councillor Butler explained that the design of the bridge and appearance would have distracted from the area. The resident also asked why the money that would have been spent on the bridge could not be used purely for the residents of Hollygate Park. He explained that the money will be used for the community of Cotgrave which included Hollygate Park.

1723 M1680 CISWO/Arthur Ridley Sportsground

In response to the question asked by CISWO about the usage of the site, CISWO have said that provided it is used for the wider community then in principle CISWO would not object to further enquiries being made into the feasibility of the sports ground being used for a 3G all-weather pitch. They would require full plans of the proposal and details of the funding sources (including any condition of the funding) before final approval.

1724 M1691 Grant Candleby Lane School Choir

Councillor Butler asked if the Clerk had informed the school that grants were available from the Borough Councillors. The Clerk had passed on this information.

1725 M1712 Dr MacDonald's Bench/Garden

Following a request from a resident about further fencing around the area, if this were to be installed this would be at the cost of Cotgrave Town Council. Further plants will be planted this year and as the year progresses the plants/bushes will grow and fill out the area. The area will be monitored.

Planning Minutes

1726 **Resolved** : "To confirm the planning minutes recorded and the decisions taken by the Council and those of the Planning Authority."

Financial Matters

1727 Payments

Resolved: "That the payments made since the previous meeting totalling £47,822.10 as recorded below, be approved and the invoices awaiting payment be paid".

30.11.25	UK Fuels	10042399	Fuel	73.19
10.12.25	CCL School		Grant School Choir	550.00
7.12.25	The Joker Entertainer	3932	Christmas Market	784.80
6.12.25	Sharpes Buses		Pensioners Meal	530.00
2.12.25	C K Insurance		Allotment Insurance	158.28
27.11.25	Notts County Supplies	N1501304	Refuse Sacks	64.01
4.12.25	Notts County Council	93256167	November Salaries	14,959.67
5.12.25	British Gas	603711367	Suite F Electricity	58.05
1.12.25	Rushcliffe BC	71222714	Service Charge Suite F	180.00
1.12.25	Rushcliffe BC	71222715	Rent Unit 28	702.00
1.12.25	Rushcliffe BC	71222706	Rent Suite F	435.00
8.12.25	Kent Services	69196	Clearance Tree Works Arthur Ridley Sportsground	1500.00
1.12.25	Mick Dutton	166669	Scag Mower – Deck Belt repair	115.13
16.1.25	O2	41456780	Mobile Phones	31.20
15.12.25	Nottm City Council		Wheeled Bin Unit 28	230.58
15.12.25	Kent Services	69209	December Maintenance	1118.40
2.1.26	SLCC	256360-1	Membership	379.00
5.1.26	Cotgrave Futures	1138	MUGA Electricity Charge	21.47

28.12.25	UK Fuels	1004519	Fuel	73.73
2.1.26	Rushcliffe BC	71224952	Playground Inspections	450.00
24.12.25	Notts CC	93266450	December Salaries	15,608.36
1.12.25	ICO		Data Protection	52.00
8.12.25	Royal British Legion		Grant	400.00
6.1.26	EDF Energy	16	Sportsground Electricity	92.07
7.1.26	EDF Energy	13	Unit 28 Electricity	33.20
6.1.26	British Gas	813525256	Suite F Electricity	46.79
15.12.25	Trent Valley Training	3059	Hedge and Brush Cutting Course x2	768.00
15.12.25	Rushcliffe BC	71224030	Service Charge Unit 28	220.23
22.12.25	Mick Dutton	16685	Repair to woodchipper fuel pump	252.00
27.12.25	Elexcel	12369	Repair to MUGA lights	101.40
5.1.26	The Nottinghamshire	315657	Pensioners Christmas Meal	5070.00
6.1.26	Cotgrave Futures	1139	Replacement Padlock MUGA Box	9.50
5.1.26	Arco	051123461	Spraying Workwear	278.33
6.1.26	Arco	951127789	Chemical Drip Tray	34.00
9.1.26	Trent Valley Training	3073	PA6 Spraying Course x 2	666.00
9.1.26	Meerkat Comms	8381	Phones and Broadband	82.68
11.12.26	St John Ambulance		Christmas Market	137.28
2.1.26	Rushcliffe BC	71226189	Rent Suite F	435.00
2.1.26	Rushcliffe BC	71225655	Service Charge Suite F	180.00
2.1.26	Rushcliffe BC	71225548	Annual Rent Forest Close	35.00
2.1.26	Rushcliffe BC	71225536	Quarterly Rent Grassmere Park	68.75
2.1.26	Rushcliffe BC	71226198	Rent Unit 28	702.00
2.1.26	Rushcliffe BC	71225388	Quarterly Rent Ringleas Park	66.25
2.1.26	Rushcliffe BC	71225379	Quarterly Rent The Green	68.75

1728 Councillor Healy asked if there was any further information on the increase in the electricity bill for the sportsground. The Clerk has spoken to the supplier and this is what is expected for the building and the items using electricity.

1729 The football club switched off the power at the pavilion over the weekend, when not in use, and switched back on, on Monday to see if the meter was moving. A new contract for the supplier is due in May 2026.

1730 Income

Resolved : "That the income totalling £2516.68 of the last meeting, as reproduced below."

2.12.25	CCLA	INTEREST (NOVEMBER)	646.66
2.1.26	CCLA	Interest (December) (Reinvested)	623.75
2.1.26	Cotgrave FC	Rent Arthur Ridley	160.00
2.1.26	Cotgrave FC	Rent Madisson	66.66
5.1.26	Allotment Rent	Plot 16 Hollygate	55.50
6.1.26	Allotment Rent	Plot 24	55.50
6.1.126	Allotment Rent	Plot 26	55.50
Jan 26	Allotment Rent 2026	Various Plots	853.11

1731 Members considered and approved the statements for November and December 2025 as reproduced at the back of the Minute Book.

At the end of November 2025 Council had £190,698.14 in the CCLA account and £209,067.53 in the NatWest account.

At the end of December 2025 Council had £150,408.11 in the HSBC Current Account, 209,247.10 in the NatWest account and £191,321.89 in the CCLA account.

- 1732 Councillor Ellis noted that Council still had substantial funds in the NatWest Account and that some of this should be transferred to the CCLA account.
- 1733 This will be added to the agenda for the February meeting to be approved by Council.

Budget and Precept 2026-2027

- 1734 The Finance Committee presented the budget to council for consideration.
- 1735 The increase will be 3.10% or £3.46 per year per Band D property.
- 1736 **Resolved** : "That council approve the budget of 321,345.00 for the year 2026/2027.
- 1737 Resolved : "That council have instructed the Clerk to apply for the precept amount of £288,265.00 required to conduct the business of the Council for 2026/2027.

Rushcliffe Borough Council – application to designate Cranmer as a ‘Neighbourhood Area’ - consultation deadline 6th February 2026

- 1738 Council had been copied into an application that had been made to Rushcliffe Borough Council by Aslockton, Elton on the Hill, Flawborough, Grandby-cum-Sutton, Orston, Whatton-in-the-Vale and Thoroton parishes to designate the whole of their civil parish as one ‘Neighbourhood Area.’
- 1739 A copy of the application is available to view on the Borough Council's website at <http://www.rushcliffe.gov.uk/neighbourhho-planning>
- 1740 Council noted the application.

Council Policies – Disciplinary Policy

- 1741 Council were copied into the updated Disciplinary Policy. This is based on and complies with the 2015 ACAS Code of Practice.
- 1742 The updated policy will be copied to all members of staff and incorporated into the Staff Handbook.
- 1743 **Resolved** : "To accept the updated Disciplinary Policy."

Multi Use Games Area (MUGA) Lights

- 1744 The MUGA lights were fitted with PIR Sensor Motion detector which allowed for the lights to come on and off when people were using the area, this has helped to reduce the electricity costs. The PIR sensor has been a target of vandalism, but the final reason they failed was due to the power cut that Cotgrave recently had which burned out the system.
- 1745 A quotation had been received to change the lights over to a photocell system, this would mean the lights would be on from 4pm until 8pm in the winter, and 9pm in the summer. This would increase the cost of electricity.
- 1746 The cost to change the system would be £254.48 + VAT.
- 1747 Councillor Simpson said that a solar digital time clock could be used.
- 1748 Council asked the Clerk to get a further quotation to replace the current PIR system and if cages could be installed around the sensors to eliminated ASB.

Update from Ward Members

- 1749 Councillor Butler and Councillor Ellis gave information that at the Cabinet Meeting held on 16th January the East of Gamston/North of Tollerton Development Framework SPD had voted to pause a decision on the next stage of planning due to further information required on highways. The outline planning application would need to be put in by June 2026.
- 1750 Councillor Butler also informed Council that the next Town and Parish Forum would be taking place on 26th March 2026.

Correspondence

- 1751 A letter has been received from Shared Access notifying of some proposed work that will be carried out at Madisson Field on 24th January to move the 15m monopole and replace it with a taller 22.7m monopole.
- 1752 Information has been forwarded to Council informing of the Police and Crime Commissioner's nomination for the role of Chief Constable. Steve Cooper has been named as the preferred candidate.
- 1753 Nottinghamshire County Council (Via East Midlands Ltd) have shared information that they will be renewing the Lengthsman Scheme for the period 2026 to 2029.
- 1754 Information has been received from the National Grid regarding information on the West Burton to Radcliffe-on-Soar Refurbishment Project.
- 1755 The latest Triennial Actuarial Valuation for the Nottinghamshire Pension Fund has been forwarded to the Clerk.

- 1756 Rushcliffe Borough Council has sent information informing Council that the Greater Nottingham Strategic Plan including supporting documents, was submitted to the Secretary of State on 2nd December 2025 in accordance with Regulation 22 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

Clerks Reports

- 1757 Rushcliffe Borough Council has informed the Clerk that following the resignation of Councillor S Gardner, no election has been called for and therefore Council can now go forward to Co-Opt a new member of Council.
- 1758 Nick Crouch from Nottinghamshire County Council has made an inquiry to Cotgrave Town Council about assisting with the opening and closing of a new toilet facility being installed on to Cotgrave Country Park. The Clerk has suggested that the grounds team may be able to assist on a Monday to Friday only basis and has given suggestions for covering the weekends. This is going to be taken back to Nottinghamshire Council for further discussion.
- 1759 An email has been sent to Rushcliffe Borough Council following a meeting between the Clerk and the Estates Manager from Rushcliffe asking for clarification if Rushcliffe would allow a pump track to be installed on the green space in front of the shopping area. Rushcliffe has suggested that they believe the pump track would be more suitable for Madisson Field.
- 1760 A resident has requested to fly a drone on Madisson Field, they have all the relevant documentation, but Cotgrave is situated in a 'No Fly Zone' because of Tollerton Airport and currently NATS is still operational.
- Council have agreed that due to the 'NATS and the No Fly Zone' and the size and position of the field to properties they will not give permission for any drone flying on the field.
- 1761 The Clerk has received an email from Barratts David Wilson PR team asking if they would be able to help provide some sponsorship support of the Summer event. The Clerk will respond and share the information which we currently are working on.
- 1762 The Clerk asked council if they would like to consider having additional Christmas lights on the shopping precinct on the car park lights if Rushcliffe Borough Council would allow for the installation of power sockets on the lamp posts.

Council would like to have costs and suggestions before making a final decision.

Councillors' Reports

- 1763 Councillor Monday said that he has concerns about the new email system. The Clerk will contact Council's IT to discuss this.
- 1764 Councillor Butler has received an email from the Pythian Club regarding working in Cotgrave. The Clerk had previously invited the group to attend one of Council's meetings, but they did not attend. Councillor Butler will ask the club again to contact the Town Clerk.

- 1765 A resident has contacted the Borough Councillors regarding Cotgrave being considered for the UK Town of Culture. The deadline for nomination is at the end of March. This item will be added to the next council meeting agenda.
- 1766 Councillor Simpson was pleased to see that Cotgrave Library has been included in the Inspire Adult Learning programme.

There being no further business the meeting closed at 7.43pm

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.

051 At Council Meeting on 19th January 2026

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

052 Permission Granted

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