

**Cotgrave Town Council Meeting  
20<sup>th</sup> April 2026**

- Present : Councillors I Shaw (Chairman), R Butler, S Ellis, L Healy, J Mileham, S Mitchell, N Monday and A Simpson.
- Apologies Received : Councillors E Arscott and K Chewings.
- Absent : Councillor M Myles.
- In Attendance : Julie Stephenson (Town Clerk), Jane Pick (Admin Manager) - Cotgrave Town Council and three residents.

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

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**Apologies**

- 1874 The apologies given were approved.

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**Declarations of Interest**

- 1875 No declarations of Interest were received.

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**Public Open Session**

- 1876 A resident wished to raise an issued with the roadworks taking place on Hollygate Lane and in particular the safeguarding issues regarding the school children having to walk along Hollygate Lane to catch the bus on Bingham Road. He asked the Council to raise this issue with the local authority (Nottinghamshire County Council). The parents were only informed last Wednesday (15<sup>th</sup> April) of this change in bus service.
- 1877 Councillor R Butler was not aware of any notification of the changes during the roadworks taking place, but he will speak to the Highways Department at the County Council on behalf of the resident.
- 1878 The resident was also concerned that each time a roadworks becomes completed, another road is then impacted and this makes travelling in and out of Cotgrave difficult.

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**Accuracy of the minutes of the Council Meeting held on 16<sup>th</sup> March 2026 and to note the  
Finance Committee Minutes dated 13<sup>th</sup> April 2026**

- 1879 **Resolved** : "That the minutes of the meeting held on 16<sup>th</sup> March 2026 be received and confirmed as a true record and the minutes of the Finance Committee of 13<sup>th</sup> April 2026 be noted."
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## Progress

### 1880 M1831 Pump Track

The Clerk said that the meeting with Rushcliffe Borough Council had yet to take place, she was waiting to confirm a date with the officer at the Borough.

### 1881 M1838 Multiuser Route

The Chairman asked if there was any update on the multiuser route. Councillor Butler said that legal action was being taken but this would be a long process. The section between Cotgrave Country Park and Stragglethorpe was still open to use, but the Radcliffe-on-Trent to Holme Pierpont stretch was still closed. The estimate costs for the repair of the area are between £250,000 and £400,000. It has taken a longer time as the Nottinghamshire County Council had tried to negotiate with the landowners and this had not been successful.

### 1882 M1851 Internal Auditor

The Clerk had met with the Internal Auditor and he has advised that the General Reserves was too low and suggested that £50K be transferred to General Reserves from Ear Marked reserve for Recreation projects.

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## Planning Minutes

- 1883 **Resolved** : "To confirm the planning minutes recorded and the decisions taken by the Council and those of the Planning Authority."

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## Financial Matters

### 1884 Payments

- Resolved:** "That the payments made since the previous meeting totalling £59,476.45 as recorded below, be approved and the invoices awaiting payment be paid".

COTGRAVE TOWN COUNCIL 20th April 2026				
Adlard Print	22966	Newsletter	1	1763.00
Mick Dutton & Son	16615	Kioti Mechron K9 Vehicle	1	26,400.00
Globesec	15975	New 8MP CCTV Cameras C Futures		47.20
CISWO	4581	Annual Rent Sportsground	1	1024.84
S Jackson		Delivery of Newsletter	4	275.44
HSBC		Bank Charges	1	12.85
Cotgrave Advice Centre		Grant – ICT Equipment	1	1250.00
1 <sup>st</sup> Cotgrave Guides		Grant – Crafts and Equipment	1	500.00
Kent Services	69500	Grounds Maintenance	1	1118.40
J Pick (Screwfix)		Anti Vandal Paint	1	44.97
J Pick		Petty Cash / Accounts Ledger	1	59.45
Clerk & Council Direct		Subscription	1	15.50
Notts County Supplies		Black Bags – Litter Pickers	1	124.46
Absolute Machines	21167	Ink Cartridges	1	192.00
Bingham Town Council	988	First Aid Course x 2	1	120.00
Landscape Supplies	2683	Sprayer	1	203.46

Roffesoft	88076	13 x Microsoft Business Licence	1	947.23
CPA Horticultural	138591	Play Bark Broadmeer	1	380.00
Attenborough Doors	95553	Futures front door lock	1	36.00
Mick Dutton & Son	16778	Drill Bits	1	46.20
Notts Window Cleaning		Window Cleaning	1	71.88
UK Fuels	10046857	Fuel	1	237.34
Baker Ross		Library Grant	1	112.72
Meerkat Comms	8926	Phone and Broadband	1	82.68
Mick Dutton & Son	16767	Ferris Mower	1	7,800.00
TMS Hardware		Hardware	1	35.65
Rushcliffe BC	9175638X	Suite F Business Rates (April)	1	281.80
Rushcliffe BC	9175571	Unit 28 Business Rates (April)	1	380.40
Rialtas	SM33273	Licences for Software	1	1396.80
Cotgrave Futures	1188	MUGA Electricity	1	22.37
O2	43056279	2 x Mobile Phones	1	31.20
Rushcliffe BC	71242469	Bench repair Ringleas Park	1	126.00
Notts County Council	93301697	Salaries March 2026	1	15,056.61
Rushcliffe BC	71243205	Suite F Service Charge	1	180.00
Rushcliffe BC	71243608	Rent Suite F	13	435.00
Rushcliffe BC	71243617	Rent Unit 28	1	702.00
Rushcliffe BC	71242923	Quarterly Rent Eastmoor Park	1	66.25
Rushcliffe BC	71243081	Quarterly Rent Grassmere Park	1	68.75
Rushcliffe BC	71242914	Quarterly Rent The Green	1	68.75
EDF	19	Arthur Ridley Sports Pavilion	1	95.05
EDF	16	Unit 28	1	31.15
Notts County Supplies	32600946	Grant Library - Pes	1	135.59
Gallagher Insurance	66802821	Vehicle Policy Cover	1	10.80
Water Plus		Burhill Allotments	1	35.92
RCAN	1258	Subscription to Membership	1	114.00
HSBC		Bank Charges	1	1.00

#### 1885 Income

**Resolved:** "That the income totalling £511,172.40 since the last meeting, as reproduced below.

2.3.26	Cheston	Summer Market 2026	10.00
13.3.26	Rushcliffe BC	UKSPF Funding	10,766.00
17.3.26	Allotment Tenant	Plot 10 Hollygate	92.27
20.3.26	Transfer of Funds	HSBC to CCLA	509,550.00
20.3.26	Via EM	Grass Cutting 2025	747.58
3.3.26	CCLA	Interest	555.89
1.4.26	Cotgrave FC	Arthur Ridley Rent	160.00
1.4.26	Cotgrave FC	Madison Field Rent	66.66

### Financial Statements

1886 Members considered and approved the Statements for March 2026 as reproduced at the back of the Minute Book.

At the end of March 2026 Council had £51,936.33 in the HSBC account and £702,681.40 in the CCLA Account.

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## Grants

- 1887 A presentation from the Pythian Club in support of their grant request was expected at the meeting, but unfortunately the CEO could not attend this evening's meeting. They asked if they could attend the council meeting in May.

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### 3G Football Pitch

- 1888 Councillors L Healy, N Monday and S Ellis met with the Clerk (Teams Meeting) to discuss the 3G pitch project. The Clerk had now completed the PID document to show council's interest, which had been forwarded to the Football Association as the start of the process. Arthur Ridley Sportsground is the named site for the pitch, and the initial cost could potentially be around £30,000 but this cost is borne by the Football Association (FA).
- 1889 Grant funding would be available from the FA and from Rushcliffe Borough Council if the site is approved for development.

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### Pump Track

- 1890 The Clerk had asked the ground staff to measure the green area for the sizing of the pump track. A safety zone of 2 meters is the minimum but 3 meters would be better. The area would be able to have the Side Winder sized track in place.

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### Microphone/Speaker

- 1891 A member of the public had offer council to purchase a small microphone and speaker for the cost of £80.
- 1892 Council declined the offer.

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### Council Policies

- 1893 Council reviewed the Severe Weather Policy.
- 1894 **Resolved** : "To accept the Severe Weather Policy."
- 1895 The Chairman duly signed the policy.
- 1896 It had been advised by the Internal Auditor that all policies should now include a wet signature when policies were approved by Council.
- 1897 For this year the Chairman of Council signed the tables of all Council policies which included their review dates. In future all policies will be physically, individually signed off by Council.
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### **Update from Ward Members**

- 1898 Councillor Butler gave information that Rushcliffe Borough Council have expanded their dry recycling. Tetra packs could now be included in the dry recycling bins.
- 1899 Councillor Butler also mentioned that Nottinghamshire County Council had arranged for an Emergency Fund for key problem road areas in the County which included the junction at Cotgrave Lane and Cotgrave Road.
- 1900 He also advised that temporary traffic signals would be on Plumtree Road to Normanton. This was carrying out surveys of the area for planning of future works.

Temporary lights were also expected on Main Road to Stragglethorpe later in the week to enable works to be carried out. Melton Road with its junction with Normanton was also expected to be resurfaced.

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### **Correspondence (for information only)**

- 1901 Information has been received from East Midlands Ambulance Services (EMAS) giving information from ATFFE College who have been working with the Freemasons of Nottinghamshire who have raised fund to provide 100's of Bleed Kits into the community.
- 1902 Council has a Bleed Kit sited in the defibrillator at Cotgrave Futures (which was donated by The Community Kitchen). The defibrillator sited on West Furlong/Ringleas junction is a smaller box which would not allow room for a bleed kit. It was suggested that a box might be able to be fitted somewhere on the shopping centre to contain a Bleed Kit. The Clerk will make enquiries.
- 1903 Two pieces of correspondence has been received from the Borough Council's Planning Department regarding the development for the land East of Gamston for Council to note.
- 1904 An email has been received from Plastic Free Cotgrave asking if they could show a 45-minute film giving extracts from speeches taken from the National Emergency Briefing on climate and nature.
- 1905 Council will ask them to contact Cotgrave Futures and see if they are able to accommodate them. Council would be willing to pay for the room hire at Cotgrave Futures for the group.

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### **Clerks Reports**

- 1906 The Clerk is still waiting for firm quotations for the repairs to the roof at Cotgrave Futures.
- 1907 The 2025/2026 Year End closedown will take place on Wednesday 22<sup>nd</sup> April. The AGAR will be presented at the Council meeting on 18<sup>th</sup> May for signing.

- 1908 The Clerk is also arranging for further training courses for Council's grounds staff which will include Council's vehicles, mowers and Abrasive Wheel. This will be at a cost of approx. £700.

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**Councillors' Reports**

- 1909 Councillor Simpson informed Council that he would be attending the National Grid Stakeholder Meeting on Wednesday 22<sup>nd</sup> April.
- 1910 Councillor Simpson also suggested if Council could contact the company in Cotgrave that have the Robot, which had been on East Midlands Today, and ask if it would be possible if it could attend Council events?
- 1911 Councillor Shaw noted that Rushcliffe Borough Council has not commenced this year's grass mowing in Cotgrave.

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There being no further business the meeting closed at 8.10 pm.

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.**

**029 At Council Meeting on 20th April 2026**

26/00189/FUL 5 Scrimshire Lane, Cotgrave, Nottingham, NG12 3JD – two storey side extension and two storey/first floor front extension, new ridge dormers to front and rear, single storey rear extension.

26/00407/FUL Orchard End, Church Lane, Cotgrave, Nottingham, NG12 3HR – replacement dwelling.

**030 Permission Granted**

**031 Permission Refused**

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