

**Cotgrave Town Council Meeting
15th June 2025**

- Present : Councillor L Healy (Chairman), E Arscott, R Butler, K Chewings, S Ellis, J Mileham, S Mitchell, N Monday and A Simpson.
- Apologies Received : No apologies received.
- Absent : Councillor M Myles.
- Attendance : Julie Stephenson (Town Clerk) and Jane Pick (Administration Manager) – Cotgrave Town Council

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

Apologies

- 1978 No apologies were received.

Declarations of Interest

- 1979 No declarations of Interest were given.

Public Open Session

- 1980 No members of the public in attendance.

Accuracy of the minutes of the Annual Town Meeting, Annual Council Meeting and Council Meeting of 18th May 2026

- 1981 **Resolved** : “That the minutes of the Annual Town Meeting, Annual Council Meeting and Council Meeting held on 18th May 2026 be received and confirmed as a true record.”

Progress Minutes of Annual Town Meeting, Annual Council Meeting and Council Meeting of 18th May 2026

- 1982 M1928 S137 Expenditure

The Chairman asked above the S137 report which states ‘*Where a council undertakes activities using the General Power of Competence (Localism Act 2011 Section 1(4a)) the Section 37 ceased for that Council.*’ The Clerk explained that Cotgrave Town Council does not currently hold the General Power of Competence. This requires a qualification by the clerk.

1983 M1926 Policies

Councillor Ellis said that he would be bringing forward a proposal to the next council meeting regarding forming a working group to review policies before they are put to council for approval.

Planning Minutes

1984 **Resolved** : "To confirm the planning minutes recorded and the decisions taken by the Council and those of the Planning Authority."

Financial Matters

1985 Payments

Resolved: "That the payments made since the previous meeting totalling £16,051.05 as recorded below, be approved and the invoices awaiting payment be paid".

British Gas	726726349	Suite F	1	43.94
Water Plus	12425527	Burhill Allotments	1	35.71
Meerkat Comms	9456	Phone and Broadband	1	64.74
J Stephenson		Coffee (Office)	1	6.00
Water Plus	12524327	Forest Close Allotments	1	32.25
HSBC Bank		Bank Charges	1	2.41
Gallagher Insurance	55639433	Community Insurance	1	9,895.75
Gallagher Insurance	556357760	Commercial Motor Insurance	1	1119.14
Gallagher Insurance	556357599	Cyber Package Insurance	1	367.36
Kent Services	69742	May Grounds Maintenance	1	1152.00
O2	44113284	Mobile Phones	1	34.80
Notts Window Cleaning		Window Cleaning CTC & CF	1	71.88
UK Fuels	10049074	Fuel	1	140.47
Trent Valley Training	3353	ATV Training	1	672.00
Notts County Supplies	52600613	Stationery, Litter Picker Hoops	1	73.70
Rushcliffe Borough Cl	71254808	Rent Underpayment 24-26 Suite F	13	686.46
Roffesoft	8874	Renew Eset Anti-Virus 1 Year	1	39.98
Arco	951836310	Hi Viz T Shirts (Ground staff)	1	35.36
Rushcliffe Borough Cl	71254737	Table Repair Ringleas Park	1	38.70
Rushcliffe Borough Cl	71258567	Service Charge Suite F	1	180.00
Rushcliffe Borough Cl	71258899	Monthly Rent Unit 28	1	702.00
Rushcliffe Borough Cl	71259321	Monthly Rent Suite F	13	469.80
Water Plus	126677795	Burhill Allotments	1	186.60

1986 Income

Resolved : "That the income totalling £236.66 since the last meeting, as reproduced below.

12.5.26	Safari Sale	X 2 stalls	10.00
1.6.26	Cotgrave FC	Rent Arthur Ridley Sportsground	160.00
1.6.26	Cotgrave FC	Rent Madisson Football Field	66.66

Financial Statements

1987 Members considered and approved the statements for May 2026 as reproduced at the back of the Minute Book.

At the end of May 2026 Council had £161,859.53 in the HSBC Current Account and £705,940.71 in the CCLA account.

Grants

1988 No grants requests were received.

3G Pitch/Pump Track

1989 An online meeting was held on Friday 5th June with Derek Hayden and Nick Berry from Rushcliffe Borough Council with Councillors R Butler, K Chewings and S Ellis.

1990 Councillor Chewings gave council a resume of the meeting, which he said was very productive.

1991 The Borough Council had identified two sites within Cotgrave for a 3G football pitch, these were located at the Arthur Ridley Sports ground on Colliers Way and at Cotgrave Club.

1992 The next steps would be for the FA to carry out an assessment. The Borough Council are putting forward proposal to engage a consultancy to produce a Business Plan etc.

1993 The Borough Council a grant of £50K to apply for and also £100K (CIL) towards the Cotgrave project. The FA would provide 65% of the funding, leaving the remainder to be paid for by Cotgrave Town Council.

1994 Cotgrave are in a good position as already having two sites identified. It is hoped that the Consultancy will be in place for September 2026 to start to move the project forward.

1995 The Town Clerk has provided the FA with the completed Project Information Document and are awaiting a response.

- 1996 Derek Hayden provided information regarding the siting of a pump track in Cotgrave. He showed councillors information from projects already up and running. Again, two sites have been identified, Maddison Field and The Green (Candle Lane).
- 1997 Derek shared information of a pump track supplier and suggested Council arrange a sit visit for both sites to discuss what is required for any site.

Bleed Kit

- 1998 Council were presented with a quotation for a bleed kit and if purchased this would be located on the shopping centre. Then Borough Council have given permission for the box to be installed.
- 1999 Bleed kits contain trauma and gauze dressings, a chest seal, tourniquet, disposable gloves, scissors, emergency blanket, face mask.
- 2000 The cost to provide a bleed kit and cabinet would be £425.00 + VAT.
- 2001 **Resolved** : "To purchase a bleed kit and cabinet at the cost of £425.00 + VAT."

Policies

- 2002 Council reviewed the Correspondence Policy.
- 2003 **Resolved** : "To approve the Correspondence Policy."

Risk Assessment – Use of Water Bowser

- 2004 Council considered the risk assessment for the use of the water bower.
- 2005 Councillor Mitchell asked if council used a yellow hose, which they do.
- 2006 **Resolved** : "To approve the risk assessment for the use of the Water Bowser."

Purchase of a Rotovator

- 2007 The Clerk had presented council with information to consider the purchase of a rotovator.
- 2008 The cost would be approx. £450.00 + VAT. Council decided the need to consider a higher specification model first, but the price would need to be sourced and a rotovator would be purchased.

2009 **Resolved** : "To purchase a rotovator."

Update from Ward Members

2010 Councillor Ellis informed that a legal challenge to the building of houses on the airport site at Tollerton had been put forward by the Save Nottingham Airport Group.

2011 The Ward Members also said that no announcement has yet been made regarding the Local Government Reorganisation. This was expected at the end of June, beginning of July.

Clerks Reports

2012 The Clerk has received two quotations for the works on Cotgrave Futures roof. A further quotation will be asked for.

2013 Councillor Mileham suggest that before any quotations are accepted and work commences that Council employ a structural engineer to carry out a survey of the roof/building.

2014 The electricity substation at the side of Cotgrave Futures will be replaced in the coming months. The trees overhanging the area will also be cut back or removed from site at the same time.

2015 Councils Ground Staff had completed the training for the Ride on and Walk behind Mowers. The trainer advised that the mower was very old and would soon need to be replaced. The Clerk will obtain some quotations for a replacement ride on mower.

2016 The damage to the residents garage has now been passed on to Council's insurance company. Any communication from the resident will be acknowledge and forward to the insurers.

2017 The Clerk gave information about the County Council Civic Service taking place on Sunday 28th June at Southwell Minster. Any Councillor wishing to attend must respond by 17th June.

2018 Brenda Ainsley from Cotgrave Plastic Free had written to thank the council for funding the room hire at Cotgrave Futures for the showing of film The People's Emergency Briefing. The films will be shown again on 18th September at Cotgrave Methodist Church.

Councillors' Reports

2019 Councillor Mitchell asked about issues with the Mill Lane entrance to the country park which has become very overgrown. This would be an issue for Nottinghamshire County Council.

2020 Councillor Simpson mentioned that a lot of heavy goods vehicles were coming through the village, particularly by the Cross. This was probably due to the new housing being built on Hollygate Lane and Colston Gate.

2021 Councillor Chewings mentioned a large pothole on Main Road. Councillor Butler said this had been reported.

2022 Councillor Chewings also said that he had written a letter to the pharmacy along with James Nasih regarding the ongoing issues with the pharmacy.

2023 Councillor Healy requested that a meeting to discuss future council events be arranged. The Clerk will look at dates and times.

There being no further business the meeting closed at 8.15pm

Chairman: 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.

033 At Council Meeting on 15th June 2026

- 26/00889/FUL 1 Goose Gate, Scrimshire Lane, Cotgrave, Nottingham, NG12 3TT – two storey side and rear extension.(Council Objection – close proximity of neighbouring properties)
- 26/00901/FUL Seymour Cottage, 13 Bingham Road, Cotgrave, Nottingham, NG12 3JS - first floor rear extension.
- 26/00914/FUL Hollygate Cottage, Stragglethorpe Road, Stragglethorpe, Notts, NG12 2JW - loft conversion to existing dwelling-house featuring front and rear dormers.
- 26/00897/LBC Primrose House, 18 Scrimshire Lane, Cotgrave, Nottingham NG12 3JD - repair/rebuild section of retaining wall.

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