

**Cotgrave Town Council Meeting
8th February 2017**

- Present : Councillors V Wood (Chairman), H Brumpton, R Butler, S Gardner, B Handbury, L Healy, C Jeffreys, J Mileham, I Shaw and Y Wilson
- Apologies Approved : Councillors M Chewings, A Wilkie
- Absent : Councillors C Denham and K Chewings
- In Attendance : The Clerk, Administration Manager (CTC), Aaron Irwin and Christian Allen-Clay (Trent Barton), Chris Ward (Notts CC), Councillor H Chewings (RBC), Councillor J Greenwood (Cropwell Bishop and 3 residents.

The meeting was held at Cotgrave Futures and started at 7.01pm.

Declarations of Interest

- 1421 Councillor Gardner and Wilson noted that they both were governors on the Board of Ash Lea School regarding agenda item 10c.
- Council agreed that they could take part in the discussions for agenda item 10c.
- 1422 No other declarations declared.

Public Open Session

Standing Orders were suspended to allow for a report from Aaron Irwin and Christian Allen-Clay from Trent Barton

- 1423 The Chairman explained that a working group had been formed after a resident, Harry Burrows had brought to Council concerns regarding the bus service Cotgrave received from Trent Barton and in particular a survey that they had been carrying out raising concerns about the future of the Friar Lane stop for Cotgrave bus users.
- 1424 The working group had collated a set of questions that had been forward to Trent Barton.
- 1425 Before the presentation given by Trentbarton, a resident gave her opinion on the usage of the Friar Lane bus stop and how it could impact on bus users, if the stop was removed from the timetable.
- 1426 The resident asked for more publicity when changing any of the bus timetables, after waiting for a period of time, for a bus, then to be informed by the driver that all the times had changed and that bus at that time was not running now.
- 1427 The resident noted that occasionally the buses are late and this is pressuring the drivers to try to make up time and can prevent drivers waiting until all passengers are seated safely.

- 1428 The Trentbarton representative explained that the time allowed for the Cotgrave Connection to complete the circle route is only adequate if the bus does not have any traffic issues.
- 1429 Council asked if an extra bus could be considered for the Cotgrave route, but this route is not subsidised and that would be a commercial consideration by the bus operator.
- 1430 Hollygate Park bus services are currently being discussed by Nottinghamshire County Council and Trentbarton. The bus service currently being considered is to run through Hollygate Park and onto Colliers Way and directly then to the A52.
- 1431 All Trentbarton buses routes are being considered, in preparation for the major changes planned for the routes in Nottingham city centre around Maid Marion Way and Collin Street.
- 1432 Council asked why the Robin Hood card was not available for Cotgrave residents and it was explained that it is too difficult to allocate the funding between the different bus operators.
- 1433 Council thanked Trentbarton for attending the meeting and hoped to continue working with them to improve the bus service.

Standing Orders were resumed at 7.40pm

Minutes of the Personnel Meeting held on 10th January 2017 and Town Council Meeting held on 11th January 2017

- 1434 **Resolved** : "That the minutes of the Personnel Meeting held on 10th January and Council meeting held on 11th January 2017 be received and confirmed as a true record".

Progress

Personnel Meeting 10th January 2017

- 1435 M066 Recommendation to pay for physio session

Resolved : To agree to pay for one physio session for the employee.

Council Meeting 11th January 2017

- 1436 M1338 Cotgrave Connection Bus Service

Following on from the report from Trent Barton, Councillor Shaw would arrange for a follow up meeting of the working group, to discuss the information provided by Trentbarton.

The Clerk has asked Trentbarton to respond to all the information requested by Council.

- 1437 M1342 Hopkins Solicitors

The Extraordinary Council Meeting planned for the 25th January had been cancelled as the solicitor had not received all the required information and was still discussing the lease with Freeths, the Rushcliffe Borough Council solicitor.

1438 M1344 Hollygate Park

No further information was available at present regarding the re location of the signs.

1439 M1350 Supporting Local Communities Fund

A decision was still pending regarding Council's application for funding. This is expected in mid- March.

1440 M1352 Trees on Hawthorne Avenue

The Clerk had contacted the tree surgeon to see if there could be a reduction in the costs to cuts back the trees. She was still waiting for a response.

1441 The Clerk had received correspondence from the residents of the property that the trees are located next to, and also included some photographs. The residents are not very happy and feel that their garden should not get leaves from the trees located on the other side of their fence and the leaves affect their gutting.

1442 Councillor V Wood proposed that the Clerk continue to obtain and chase the quote and discuss it at the next meeting.

1443 M1355 Cotgrave Observatory

The groups had been in contact and have put in a grant application. They had also forwarded an article to be included in the next edition of Cotgrave Connections Newsletter and will be attending the Cotgrave Festival on 17th June.

1444 M1358 Interactive Sign

Councillor Butler informed Council that the interactive sign would be located on Plumtree Road between Scrimshire Lane and Rectory Road and will be fitted very shortly.

1445 M1356 Salvation Army Concert

The Clerk had tried to contact them by telephone several times and had no reply. A letter has been written to request if a concert in Cotgrave could be arranged. A response has not been received.

1446 M1365 Pensions

The pension shortfall which has been received by Council for the next three years, will be addressed in the next three budgets. This year's amount of £6067 has been included within Council budgets for 2017-18. The Clerk is also attending a pension seminar at County Hall.

1447 M1377 Safety Nottinghamshire Board

Councillor Wood had not received any response from Councillors concerns to pass onto the Board.

1448 M1391 Shrubbled Area on Plumtree Road

Councillor Brumpton had advised that there is to be a road closure on 27th February on Plumtree Road.

Councillor Healy informed that this was to complete some drainage works and replace manhole covers that had not been fitted correctly during the recent works to the road surface.

Councillor Brumpton had asked if the shrubbery could be cut back whilst the road closure in place.

Councillor Handbury had also informed that there had been a very strong smell of gas on Plumtree Road.

1449 M1395 Potential Boxing Club

This item had not been included on the agenda as there had been little to update. A scheduled meeting between Councillor Wood and Denham had been cancelled at the last minute and had not yet been re arrange.

1450 The item would be included on the next agenda, if a meeting had taken place and new information received.

1451 M1396 Hedge Corner Risegate and Scrimshire Lane

The resident had cut back the hedge and visibility turning out of Risegate had greatly improved.

1452 M1402 Property on Burhill

Councillor Butler informed that the property had now been re let to a new tenant.

Extraordinary Council Meeting of 18th January 2017

1453 M1416 Multi Service Centre

The minute M1416 should read:
Council enquired why the draft lease mentions the payment of £1. An amount of money must paid, to make this a legal contract.

1454 M1420 Multi Use Centre

Council were still waiting for information from the solicitor to questions ask regarding the lease for the Multi Use Centre.

Planning Minutes

1455 **Resolved** : "To confirm the planning minutes recording the decisions taken by Council and those of the Planning Authority"

Financial Matters

1456 Payments

Resolved : That the payments made since the previous meeting totalling £25,539.55 as recorded on page 6, be approved.

Financial Statements

1457 Members considered the December 2016 Statements as reproduced at the back of the Minute Book.

1458 At the end of December Council has 270,705.44 in the Co-op accounts and £2,377.40 of unrepresented cheques outstanding.

1459 At the end of December Council has £82,749.60 in the NatWest account.

1460 Councillor Shaw queried the unrepresented cheques that were now out of date.

1461 The Clerk has been contacting the customers regarding the outstanding cheques.

Nottinghamshire County Council Payroll Service Charge 2017-18

1462 Council noted the new cost and accepted the charges for 2017-18. The payroll service will cost £560 +vat for the year.

Budgets 2017-18

1463 All councillors had received a copy of the budget proposal for 2017-18.

1464 All Councillors had been invited to attend the two budget meeting that had taken place, and Councillor Wood thanked those that had attended and spent time prioritising Council's spending for 2017-18.

1465 The working group proposed an increase of 2% which equated to £95.70 per year or £1.84 per week for a band D property.

1466 Included in next year's budget was an amount to purchase an additional vehicle for Council's Ground staff, which will be discussed at the next meeting.

1467 **Resolved** : "That Council precepts for £209,756, which equates to £95.70 per annum or £1.84 per week for a band D property."

PAYMENTS MADE – TOWN COUNCIL MEETING 8 TH FEBRUARY 2017					
Date	Company	Invoice No	Details	Powers	Amount
DECEMBER 16					
24.11.16	Notts County CI	91930241	November Salaries	1	7819.73
8.12.16	Titan Telecoms		Faxline	1	13.78
5.12.16	Veber	1285-44887	Data Back Up	1	13.20
5.12.16	Talktalk		Phone and Broadband	1	35.88
Dec 16	Hopkins Solicitors		Legal Fees for MSC	1	500.00
9.12.16	Opus Energy		Pavilion Electricity	1	38.26
JANUARY 17					
7.12.17	Alexandra Workwear	3869195	Polo Shirts	1	67.92
28.11.17	BE Furniture	702184	Hire of Tables for Christmas Lights	9	109.20
25.12.16	UK Fuel	949646	Fuel	1	87.01
21.2.16	CISWO	RP1226	Futures Annual Rent	1	44.54
3.1.17	Talktalk	16136380	Phones and Broadband	1	34.74
5.1.17	Rushcliffe BC	70498139	Quarterly Rent Grassmere	1	68.75
5.1.17	Rushcliffe BC	70498148	Quarterly Rent Eastmoor	1	66.25
5.1.17	Rushcliffe BC	70498157	Quarterly Rent Candleby Lane	1	68.74
5.1.17	Rushcliffe BC	70497884	Rent Forest Close Allotments	1	35.00
5.1.17	Rushcliffe BC	70498219	Studio 3 Rent	13	1410.00
15.12.16	Mrs J Stephenson		Sweets for Church School	9	8.10
17.1.17	Cookson & Son	2476-77	Remove Christmas Tree Lights	9	1218.00
11.1.17	Cotgrave Futures	159J	MUGA Electricity	1	71.68
9.1.17	NALC	S139	Annual Subscription	1	989.53
1.12.16	Rialtas	25192	Training 29.11.16	1	624.60
16.12.16	Autocare & Cycles		Repair Trailer	1	90.00
29.11.16	A Cookson & Son	2449	Christmas Lights Small trees	9	421.48
23.1.17	Astrosport	3803	Repair MUGA Surface	1	420.00
23.12.16	Notts County CI	621545	December Salaries	1	11091.28
TOTAL					25539.55

Grants

1468 Council had received a request from Wellspring Music CIC, who provide interactive music for people in healthcare settings, who work amongst people with dementia. Their service is limited to residents, staff and visitors at Church Farm Care Home.

1469 **Resolved** : “To award a grant of £500.”

- 1470 The second grant application had been received from the Nottingham Astronomical Society, who encourage an active interest in Science, by providing talks by professional speakers to their members and visitors. They also engage in an active outreach programme by taking their telescopes and displays to stargazing events. Their observatory is located near Cotgrave and they admit visitors in pre-arranged organised parties.
- 1471 Council would like to see the group be actively involved with local schools and community groups.
- 1472 **Resolved** : "To award a grant of £500."
- 1473 The third grant application had been received from Ash Lea School for an Arts Week project which will run from 27th March – 31st March. All pupils of the school will be involved and access to music and visual art activities delivered by school staff and visiting artists.
- 1474 **Resolved** : "To award a grant of £750."

Shared Access

- 1475 Shared Access had approach Council for Cotgrave to host a telecoms mast at the Arthur Ridley Sportsground. As the lease for the sportsground is between Cotgrave Town Council and CISWO, a copy of the lease was forward to Shared Access Solicitor to look at. The outcome of this is that the lease excludes the airspace above ground level which is of a height greater than 5 metres above such level. The Council would not be able to place the mast at this site.
- If Council wished to continue with placing a mast at the site, they would have to start to engage with CISWO to apply for permission.
- 1476 This item will be added to the agenda for the meeting on 8th March, so Council can explore possible use of other areas of land.

Lightsource Funding

- 1477 The Clerk presented Council with details of a possible Easter Event, using the funding from Lightsource money, on Saturday 15th April.
- 1478 The Lightsource fund has £2105 left in this year's fund.
- 1479 The total event would include a craft activity session followed by a family friendly film showing.
- 1480 The event would cost approximately £400.00.
- 1481 The event could be held at the Cotgrave Welfare and they would provide a bar service and EJs Katering would provide a snack bar, serving their menu including popcorn to purchase.
- The event would be offered as a free event but tickets would need to be collected prior to the event, to maintain safety numbers.

1482 Councillor Wilson offered her support and time to help with the event.

1483 **Resolved** : 'To arrange an Easter Event on 15th April 2017'.

Trent First Responders

1484 The Trent CFR have asked Council if they would consider writing a testimonial to support their work on their website.

1485 The testimonial would support the service provided by the group.

1486 Cotgrave Town Council have supported the Trent CFR previously with two grants.

1487 Council discussed offering a testimonial and feel the service the group provide is an important service within the community and Cotgrave is fortunate to be covered by the service.

1488 Councillor Wood has been asked to write the testimonial and circulate it to all councillors before it is sent to the Trent CFR.

1489 **Resolved** : 'To support the Trent CFR with a testimonial on their website'.

Nottinghamshire County Council Lengthsman Scheme 2017-18

1490 Nottinghamshire County Council have offered the Lengthsman Scheme again to Cotgrave Town Council, which pays a sum of money and expects the local council to cut and litter pick grass belonging to the county council, also to maintain the drains covers are kept clean and areas around the bus stops are cleaned and moss removed.

1491 Cotgrave Town Council have engaged with County Council for several years and this offer allows the local ground staff to be able to maintain the areas more frequently.

1492 Nottinghamshire County Council have requested information on how the funding has been spent over the last twelve months.

The Clerk will send the information.

1493 **Resolved** : 'To participate in the Lengthsman Scheme in 2017-18.'

Correspondence

1494 Rural Community Action Nottinghamshire (RCAN)

RCAN have offered to give an advice on better deals for gas and electricity to all residents at a community group, event or show.

The Clerk has suggested they attend the Cotgrave Festival and have a stall and engage with residents to try to help finding better energy deals.

1495 Crime Figures for January

Date	Crime	Location	Items taken
4th	Theft from vehicle	Westway	Brief case taken
5th	Criminal Damage	Woodview	Window smashed
17th	Non Dwelling Burglary	Candleby Lane	Attempt break-in Damage to window
25th	Criminal Damage	Hickling Way	Damage to door
26th	Non Dwelling Burglary	Candleby Lane	Attempt break-in damage to Window
26th	Theft from vehicle	Cotgrave Place	Golf Clubs taken
26th	Non Dwelling Burglary	Bingham Road	Charity Box taken

1496 Nottingham Clinical Commissioning Groups – Nottingham University Hospital Review

A letter informing of some consultations taking place involving current services provided by the Nottingham University Hospital. The public are invited to make comments by Sunday 5th February, the Nottingham Clinical Commissioning Group has reviewed a set of services delivered by Nottingham University Hospital (NUH) NHS Trust. The review has identified some services that could be delivered in a community setting.

Clerks Reports

1497 Streetwise Environmental Services have asked if Cotgrave Town Council are taking part in the Great British Spring Clean over the weekend of 3 – 5th March.

1498 Council will not be taking part in the event this year.

Councillors' Reports

1499 Councillor Butler informed that the replacement bus shelter on Plumtree Road and Mensing Avenue had been installed but had started twisting and the company would be returning to replace the base and re-site the bus shelter again.

1500 Councillor Shaw noted that cars were parking up to the edge of the white lines placed on the junction of Owthorpe Road and Daleside and it is causing issues when turning in or out of the junction.

Councillor Shaw asked if the white lines could be extended by approx. 5m to allow for more room at the junction.

Councillor Butler will make enquiries at Nottinghamshire County Council.

Councillor Shaw mentioned vehicles parking on the grass verges on Owthorpe Road near to the junction with Daleside was impeding a clear view.

The Clerk will send an email to the police.

1501 Councillor Handbury noted the size of the meeting room and was concerned if many members of the public came to a council meeting, would the room size be adequate.

Members of the public should inform the Clerk if they wish to speak in public session, but can arrive for the meeting unannounced.

The meeting could be moved to a larger room, if many residents wished to attend.

1502 Councillor Healy noted the closure of Plumtree Road on 27th February, to allow for the replacement of the manhole covers and noted the closure would be between rush hour peaks.

1503 Councillor Brumpton informed that several residents were concerned that they were paying a service charge to live on the Prioridge and very little was being completed.

Councillor Brumpton has complained to the housing authority, but had not received any reply.

Council suggested that the residents should form a residents group and ask to meet with the housing provider.

There being no further business the meeting ended at 9.00pm

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