

**Cotgrave Town Council Meeting
18th November 2024**

- Present : Councillors I Shaw (Chairman), S Ellis, L Healy, C Jeffreys, S Mitchell, N Monday, M Myles, and A Simpson.
- Apologies Received : Councillors R Butler, K Chewings and S Gardner, D Stothard and M Woodward.
- In Attendance : Julie Stephenson (Town Clerk), Jane Pick (Admin Manager) - Town Council, Representatives from Cavendish Consulting and three members of the public.

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

Apologies

- 1082 The apologies received were approved.

Declarations of Interest

- 1083 No declarations of interest were given.

Public Open Session

- 1084 No members of the public wished to speak.
- 1085 Bente Klein from Cavendish Consulting gave a brief update on the new solar farm at North Farm, Stragglethorpe.
- 1086 The planning application has been submitted by Rushcliffe Borough Council and approved. Some additional planting of trees and hedges to is needed to increase the biodiversity.
- 1087 No date for the commencement of the works has been set. The Borough Council has put in place that a planning condition that need to be considered. The grid connection will also take a period to complete, the connection will be at Sherwood Compost Site.
- 1088 An agreement with Notts County will take place to increase the land mass of the Country Park for the enjoyment of all residents as part of their social responsibilities. Also, some funding will be provided to Cotgrave Community Garden at the commencement of construction.
- 1089 The community benefit payment of £264,000 will be payable from commencement of construction, this can either be held by Grant Scape for the benefit of the community and called for as and when needed or paid direct to the Town Council to manage the funds. Cotgrave Country Park will be receiving some funding for the park and as well as additional area of land will be given to increase the site of the park, as access is not suitable on the solar farmland.
- 1090 Councillor Jeffreys asked if some Oak Trees could be considered for including in the planting schedule.

- 1091 Councillor Shaw asked how long it would take for the project to be completed? Bente said the project would be completed with 9/12 months of the commencement date.
- 1092 Councillor Shaw said that is council were to take 50% of the community benefit followed by the remaining 50% over the next 40 years, would this be index linked? Benete informed that it would not be indexed linked. Councillor Shaw also asked if there were any restrictions on the spending, Benete said that it should be, where possible, used for sustainable projects.
- 1093 The Chairman thanked Bente for attending the meeting and giving council the update on the project.
- 1094 Bente and her colleague left the meeting at 7.11pm.

Accuracy of the minutes of the Council Meeting held on 21st October 2024

- 1095 **Resolved** : "That the minutes of the Council Meeting held on 21st October 2024 be received and confirmed as a true record."

Progress Minutes of Council Meeting held on 21st October 2024

1096 M1011 Apologies

Councillor Ellis asked why his apologies had not been approved. These had not been received by the Town Clerk.

1097 M1020 Policing in Cotgrave

Councillor Shaw asked if there had been an update on the issues at the Cotgrave Community Garden and the action plan that had been produced?

- 1098 The Clerk explained that the Community Garden now have the funds to contribute towards the CCTV with the Town Council and Cotgrave Futures. A grant will be given to the Council from both parties and the council will purchase and own the equipment. An order will be placed for the additional cameras.

1099 M1024 Meeting with Police

The Clerk asked the Police Sergeant if he would be able to attend a meeting with council to further discuss the damaged caused to the wet pour surface on the green play area. The Police Sergeant said that they would not be attending a meeting with council and they felt that the incident has now been deal with appropriately and the case was now closed.

- 1100 Council requested that the Clerk write to the Chief Inspector stating council's dissatisfaction on how the incident and investigation had taken place.

- 1101 A new police officer has joined the team for Nottingham South. PC Mills has now moved to Radcliffe-on-Trent. Two further new officers are still expected. PC Pooley has become the Cotgrave Beat manager.

1102 M1027 Recycling Bins on the Shopping Centre

It is believed that Councillor Chewings has spoken with the Borough Council regarding this issue. An update will be given at the next meeting on 9th December.

1103 M1061 Monkey Challenge Play Equipment

The Clerk had written to the company who supply this piece of play equipment asking for more information regarding the need for any safety surface. As the fall height was only given as 60cm there was no need for any additional safety surface to be installed. The equipment does come under the British Standard EN1176.12017.

1104 The Clerk will speak to Council's playground inspector for further advice.

1105 M1036 Madisson Dog Walking Field

There have been no further reports of the business using the field.

1106 1062 Crime Figures

No crime figures have been submitted to the Council.

1107 M1069 Rushcliffe Borough Council Grass Cutting

Councillor Shaw said that 6 cuts have been carried out by the Borough Council this year, and 3 are still outstanding.

Planning Minutes

1108 **Resolved** : "To confirm the planning minutes recorded and the decisions taken by the Council and those of the Planning Authority."

Financial Matters

1109 **Resolved:** "That the payments made since the previous meeting totalling £21,099.83 as recorded below, be approved and the invoices awaiting payment be paid".

Water Plus	1728520	Unit 28	1	46.81
HSBC Bank		Bank Charges	1	8.00
EDF Energy		Unit 28 Electricity	1	25.36
J Pick		Christmas Tree Library Grant	1	115.00
Kris Maddison		Repair broken window – lawnmower damage	1	124.00
Notts County Council	102401095	Paper, diaries, gloves, safety glasses	1	40.07
Arco	948834797	Sweatshirts	1	45.77
Arco	948834796	Safety Clothing, Safety Boots	1	275.12
Water Plus	7000547469	Burhill Allotments	1	268.67
Sublime Shine	933	Futures Window Cleaning	1	61.88

Kents	67611	Grounds Maintenance October	1	1080.00
Notts CC Children's Ctr		Grant Toy Appeal	1	250.00
Cotgrave Advice Centre		Grant – Mobile Telephone	1	250.00
J Pick		Plants and bulbs for planters	1	22.00
J Pick		Selection Boxes Christmas Grotto	9	467.31
Cotgrave WI		Grant	1	100.00
UK Fuels	10025746	Fuel	1	90.40
Big Bang Fireworks	2281024	Fireworks Display 3.11.24	9	3000.00
Meerkat Comms	3901	Phone and Broadband	1	64.26
UK Tool Hire Group Ltd		Abrasive Wheel Training Course	1	102.00
Adlard Print	21819	Printing Autumn Newsletter	4	1270.00
Cotgrave Futures	930	Muga Electricity Charges	1	33.46
Rushcliffe BC	71141125	Clean astroturf MUGA	1	120.00
Notts County Supplies		Refuse sacks, litter picker hoop, pens, notepads	1	83.41
Elexcel	12129	Defib at Futures – Re-wire	1	63.60
Notts County Supplies	N102401350	Blue Nitrile Gloves	1	23.98
Elexcel	12120	Call out to power supplies at Shopping Centre	1	75.60
Get Loos	1978	Portable Toilets Christmas Event	9	228.00
Arco	948876417	Polo Shirts	1	48.57
UK Fuels	10026975	Fuel	1	65.15
Three		Mobile Phones	1	14.62
Newsletter		Delivery	4	255.90
Rushcliffe BC	71140834	Suite F Rent	13	435.00
Rushcliffe BC	71140843	Unit 28 Rent	1	702.00
Rushcliffe BC	71140244	Suite F Service Charge	1	180.00
Rushcliffe BC	71140191	Annual Rent Broadmeer Park	1	40.00
Notts CC	93079711	Salaries October 2024	1	10,966.30
Water Plus	7387847	Burhill Allotments	1	57.59

1110 Income

Resolved : "That the income totalling £149,778.81 since the last meeting, as reproduced below.

22.10.24	HMRC	VAT Refund	2957.42
23.10.24	Rushcliffe BC	CIL	146,574.08
23.10.24	National Grid	Wayleave Payment	5.75
1.11.24	Friends of CCLS	Christmas Market Stall	5.00
1.11.24	Cotgrave FC	Rent Arthur Ridley Sports Ground	160.00
1.11.24	Cotgrave FC	Rent Madisson Football Pitch	66.56
6.11.24	Pink Monkey Designs	Christmas Market Stall	10.009

1111 Councillor Healy asked why there were two payments from the football club. £160 is for the hire of Arthur Ridley Sportsground and the payment of £66.56 is for the new hire agreement for Madisson Field.

Financial Statements

- 1112 Members considered and approved the Statements for October 2024 as reproduced at the back of the Minute Book.

At the end of October 2024 Council had £0.00 in the Co-op account, the funds have been transferred into the HSBC account, the Co-op account will be closed, £206,470.87 in the NatWest account and £287,252.11 in the HSBC account.

- 1113 Council have agreed to transfer £310,000 into a new higher interest until the next project is agreed.

Grants

- 1114 A grant request has been received from Cotgrave Candleby Lane School for £550 to enable the school choir to attend the Young Voices Concert at Sheffield Arena on Tuesday 28th January 2025.

- 1115 **Resolved** : "To award a grant of £550 to Cotgrave Candleby Lane School choir to attend the Young Voices Concert at Sheffield Arena.

Working Group Update

Pensioners Christmas Meal

- 1116 Councillor Healy informed that the tickets for the meal would go on sale on Wednesday 20th November at Cotgrave Leisure Centre from 9.30 to 11.30am.
- 1117 Councillor Healy has also ordered a small minibus, to be used for transport, it needed, in addition to the 49 seater bus, this still brings the event in budget.
- 1118 Councillor Shaw asked about Councillors of pensionable age attending the event. Council agreed that councillors could attend the event, but only if any tickets were still available after the closing date, which this year would be 27th November.

Fireworks Event

- 1119 The fireworks event was very successful, and the Clerk asked if council would like to go head and book Big Bang to provide the display again for 2025. Council agreed to continue with the event for next year.
- 1120 11 Marshalls help with the event, and Cotgrave Welfare and SH Events all worked well together with the event.

Allotment Rental Renewals and Terms and Conditions of Tenancy 2025

- 1121 Council considered the allotment charges and terms and conditions of tenancy for all council's allotment sites for 2025.

- 1122 **Resolved** : "To approve and charges and terms and conditions of tenancy for the allotments at Burhill, Forest Close and Hollygate Lane for 2025."

Ponds on Allotment Plots

- 1123 A few allotment tenants have asked if Council would agree to allow ponds on the allotments.
- 1124 Council considered information that has been provided by Council's allotment insurers and also advice from the Allotment Association.
- 1125 Council felt that allotments should be for the cultivation and fruit, vegetable etc and not a place for ponds and Council wished that the Terms and Conditions remain that no ponds are permitted on Council's allotment sites.

Climate and Nature Bill

- 1126 A resident had brought this document to council's attend at the meeting held on 21st October for council to consider and Council
- 1127 **Resolved** : "To agree to sign the Climate and Nature Bill."

Deed of Easement Burhill Car Parking Area (next to allotments)

- 1128 The Town Clerk and the Administration Manager met with the solicitor (Ives & Co) to discuss the deed of easement for the new property at 98a Burhill at a cost of £100 + vat.
- 1129 As the previous tenant of 98 Burhill no longer resides at the property a new Deed of Easement will need to be made by both the owners of 98 and 98a Burhill. Letters are required to be send by Council to residents informing them of this.
- 1130 The Clerk has asked the solicitor how much it would cost for them to write to the residents on Council's behalf. To provide a letter would cost £300 + VAT.
- 1131 **Resolved** : "To agree to engage Ives & Co to produce a letter to the residents of 98 and 98a Burhill at £300 + VAT"

Greater Nottingham Planning Partnership

- 1132 The deadline date for comments on the Greater Nottingham Strategic Plan is Monday 16th December.
- 1133 Councillor Ellis asked if this item could be included on the agenda for the next council meeting being held on 9th December 2024 as the document was very extensive and would give Council further time to read this.
-

Council Policies
Sexual and General Harassment Policy and Procedure

- 1134 New duty for councils employers to prevent sexual harassment in the workplace came into effect on 26th October 2024 and following this information the policy and procedure for Sexual and General Harassment has been updated.
- 1135 Council was copied into the updated policy for approval. The policy will be put to all staff for consultation for 6 weeks.

Correspondence (for information only)

- 1136 No correspondence was given.

Update from Ward Members

- 1137 Councillor Ellis noted that the Local Framework Plan is taking place and an officer from Rushcliffe Borough Council is in negotiations with Barratts regarding the official removal of the planning consideration for the bridge over the canal at Hollygate.
- 1138 Councillor Ellis will draft a formal application regarding the bridge, and this will be shared at the Finance Meeting on 2nd December for consideration and then approval of full council.

Clerks Reports

- 1139 The Clerk asked Council if they would be willing to consider the selling of some of council's assets that are no longer used. Council has several items that was purchased under Lottery funding for use for the Cotgrave Festival. The festival now takes a different format and there is no longer any use for the items, which includes, 2 Marquess, a generator, and staging.
- 1140 Council agreed that if these items are no longer used then they should be sold. The Clerk will bring this to council as an agenda item in the New Year.
- 1141 There has been some anti-social behaviour on the green play area over the weekend, some cream has been smeared over the slide and swings. This has now been cleaned by Council's Ground Staff.

Councillors' Reports

- 1142 Councillor Monday was concerned about the 2 new bus stops on Hollygate Lane as they are both very close to the bend/s (going out of the village). The Clerk will email Councillor Butler as a Notts County Councillor in regard to this.
- 1143 Councillor Healy was asking about the amount of editorial in the Cotgrave Connections. These are very limited.

1144 Councillor Simpson said that there seem to have been an increase in the number of pigeons in Cotgrave.

1145 Councillor Ellis asked if another Finance Committee Meeting could be arranged to look at the budget for 2025/26 before this is put to council on 9th December meeting.

An agenda for a Finance Committee Meeting will be arranged for Monday 2nd December.

There being no further business the meeting closed at 8.08pm.

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.

049 At Council Meeting on 18th November 2024

24/01698/ADV 1 Cotgrave Shopping Centre, Candleby Lane, Cotgrave, Nottingham, NG12 2JQ – two proposed signs.

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

050 Grant Planning Permission

24/01593/FUL The Orchards, 11 Miller Hives Close, Cotgrave, Nottingham, NG12 3QY - Existing integral garage to be converted to 'granny annex' accommodation via raising of existing garage roof, including front and rear dormers to match existing. Proposed detached garage in front garden.

051 Non-Material Amendment Agreed

24/01460/NMA Land North of Parcel 2 Hollygate Lane, Cotgrave, Notts – non-material amendment of planning application 22/02336/REM to allow amendments to the approved planning layout and materials layout as a result of material supply issues where there has lead time issues. The updated also relate to the BDW sales and marketing strategy.

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