

**Cotgrave Town Council Meeting
20th January 2025**

- Present : Councillors I Shaw (Chairman), R Butler, K Chewings, S Ellis, L Healy, N Monday and A Simpson.
- Apologies Received : Councillors S Gardner, S Mitchell, and D Stothard.
- Absent : Councillor M Myles
- In Attendance : Julie Stephenson (Town Clerk), Jane Pick (Admin Manager) - Cotgrave Town Council and 1 member of the public.

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

Apologies

- 1200 The apologies received were approved.

Declarations of Interest

- 1201 No declarations of interest were given.

Public Open Session

- 1202 No members of the public wish to address council.

Accuracy of the minutes of the Council Meeting held 9th December 2024 and to note the minutes of the Finance Committee Meeting held on 13th January 2025

- 1203 The Chairman stated that minute number 1174 should read 2025-2026. The minutes will be amended.
- 1204 **Resolved** : "That the minutes of the Council Meeting held on 9th December 2024 be received and confirmed as a true record."
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Progress

1205 M1174 Grants

Councillor Healy asked if the £1,250 grant per quarter was not requested would this amount be then carried out to the next quarter. The Chairman informed that it would.

1206 M1199 Removal of the Bridge at Hollygate Lane from the planning conditions

Councillor Shaw reminded council that a Strategic Group meeting needed to be arranged.

Planning Minutes

1207 **Resolved** : "To confirm the planning minutes recorded and the decisions taken by the Council and those of the Planning Authority."

Financial Matters

1208 **Resolved:** "That the payments made since the previous meeting totalling £49,021.29 as recorded below, be approved and the invoices awaiting payment be paid".

Invoice From	Invoice No.	Description	Power	Amount
TMS Hardware		Hardware	1	19.90
Attenborough Doors	91168	Repairs Cotgrave Futures	1	294.00
Rushcliffe Borough Cl	71143184	Reconciled Service Charge Suite F	1	650.24
Cotgrave Futures	947	MUGA Electricity	1	25.09
Proludic	10124	Parts Rocker at Broadmeer Park	1	191.19
Rialtas	32245	Training	1	180.00
Flying High Trust		Grant – Choir Concert	1	550.00
C K Insurance		Allotment Insurance 2025	1	153.28
Notts CC	93093945	November Wages	1	16,550.06
EDF		Arthur Ridley Sports Pavilion	1	191.27
J Stephenson		Grotto Chocolates	9	10.00
Three		Mobile Phones	1	14.62
D W Frost Ltd		Plants Dr Macs Garden/CCG	1	69.65
EDF		Arthur Ridley Sports Pavilion	1	124.79
EDF		Unit 28	1	23.01
St John Ambulance	24008880	Christmas Lights Event	9	171.60
Water Plus	7668305	Burhill Allotments	1	55.01
Rushcliffe Borough Cl	71145699	Christmas Tree Assistance	1	30.00
Rushcliffe Borough Cl	71145071	Suite F Rent	13	435.00
Rushcliffe Borough Cl	71145080	Rent Unit 28	1	702.00
Rushcliffe Borough Cl	71144486	Service Charge Suite F	1	180.00
Notts County Supplies	122400340	Broom Handles, Snow Shovel	1	40.28
Globesec	14862	CCTV Camera CC Garden	1	4044.00
NALC	3422	Playground Inspection Course	1	317.00

UK Fuels	10028187	Fuel	1	44.62
Meerkat Comms	4500	Telephone and Broadband	1	63.00
British Gas	800574633	Suite F	1	90.40
HSBC Bank		Bank Charges	1	9.88
Notts Golf Club		Pensioners Party	9	5326.40
Water Plus	7710813	Unit 28	1	94.32
The Joker	3671	Christmas Entertainer	9	724.80
SLCC	251252-1	Membership	1	300.00
UK Fuels	10029421	Fuel	1	208.30
Rushcliffe Borough CI	71145552	Event Bins Christmas Market	9	101.52
Sublime Shine	952	CF Window Cleaning	1	61.88
Kent Services	67811	Grounds Maintenance Dec	1	1080.00
Notts County Council	93102908	December Salaries	1	13,288.20
Three		Mobile Phones x 2	1	14.62
Rushcliffe Borough CI	71147138	Park Equipment Inspections	1	540.00
Allotment Tenant		Key Bond Refund	1	5.00
Information Comm		Data Protection Reg Fees	16	35.00
Water Plus	7593082	Burhill Allotments	1	57.59
Rushcliffe Borough CI	71148108	Service Charge Suite F	1	180.00
Rushcliffe Borough CI	71148734	Rent Suite F	13	435.00
Rushcliffe Borough CI	71147719	Rent The Green Park	1	68.75
Rushcliffe Borough CI	41147728	Rent Ringleas Park	1	66.25
Rushcliffe Borough CI	71147951	Rent Grassmere Park	1	68.75
Rushcliffe Borough CI	71147960	Rent Forest Close Allotments	1	35.00
Rushcliffe Borough CI	71148743	Rent Unit 28	1	702.00
KCM Inflatables		Hire Santas Grotto	9	250.00
Cotgrave Futures	963	MUGA Electricity	1	21.40
J Pick		Reimbursement Petty Cash	1	23.20
J Pick		Reimbursement Thermometer	1	21.00
Notts County Supplies	N012500200	Copy Paper, Refuse Sacks	1	34.91
Water Plus	7996968	Unit 28	1	47.51

1209 Income

Resolved : "That the income totalling £2831.77 since the last meeting, as reproduced below.

2.12.24	Cotgrave FC	Rent Madisson Football Pitch	66.66
2.12.24	Cotgrave FC	Rent Arthur Ridley Sportsground	160.00
3.12.24	Market Stalls	Christmas Market	25.00
5.12.24	UK Tool Hire	Refund- Duplicate payment	102.00
9.12.24	Allotment Tenant	2025 Rent	51.46
18.12.24	Cotgrave C Garden	Grant CCTV Camera	1200.00
2.1.25	Cotgrave FC	Rent Madisson Football Pitch	66.66
2.1.25	Cotgrave FC	Rent Arthur Ridley Sportsground	160.00
Jan 25	Allotment Tenants	2025 Rent	999.99

Financial Statements

1210 Members considered and approved the Statements for November 2024 as reproduced at the back of the Minute Book.

At the end of November 2024 Council had £0.00 in the Co-op Account, £206,692.33 in the NatWest Account.

- 1211 Members considered and approved the Statements for December 2024 as reproduced at the back of the Minute Book.

At the end of December 2024 Council had £0.00 in the Co-op Account, £206,636.96 in the NatWest Account and £239,951.91 in the HSBC Account. The Co-op Account will be closed now all transactions have been completed.

Direct Debit/Regular Payment Authorisation until 31st March 2025

- 1212 Council were presented with a copy of all regular payments document to allow for the payment either by direct debit or bank transfer by administration staff to pay regular/repeat invoices with approval up until 31st March 2025 as part of Council audit regulations. All other payments will require to be signed off prior to making the payments.
- 1213 Council agreed these payments and the document was signed by two councillors.
- 1214 **Resolved** : 'To approve the payment of regular repeat payments until 31st March 2025.'

Working Group Update

Pensioners Christmas Meal

- 1215 The pensioners Christmas Meal took place on Wednesday 18th December at the Nottinghamshire Golf and Country Club. 156 out of the 160 tickets allocated attended the meal, which was once again over subscribed.
- 1216 The staff at the golf club had been very well organised in arranging the event with Council and serving of the meals on the day.
- 1217 A total of 41 raffle prizes were provided, which included donations from Lightsource, who provides the funding from the solar farm in Cotgrave for the community of Cotgrave. A representative from Lightsource also attended the event to witness how funding is used.
- 1218 The Chairman thanked Councillor Healy for organising the event once again.

Take a Seat

- 1219 Older people, people with a disability or chronic illness looking to take a break and have a sit down while they are out and about could benefit with help from the Take a Seat initiative.
- 1220 Local shops who display the 'We are Age Friendly' sticker will offer people the chance to sit down and a warm welcome.
- 1221 Some businesses will also offer a drink and, if accessible, use of their toilet facilities.
- 1222 Nottinghamshire County Council working together with Age Friendly are encouraging shops to join the scheme to make Nottinghamshire an Age Friendly County!
- 1223 Council will pass this information onto the local shops and also put information into the newsletter. Council would also be able to provide a small grant to those business who wish to take part to purchase a chair if the funding has become unavailable.

Water standpipes in Burhill Allotments

- 1224 An allotment tenant has asked Council if an additional standpipe can be installed at the allotment site, and that they would be willing to carry out this work if permitted to.
- 1225 There are currently 4 standpipes on the allotment and by adding a further standpipe this may reduce the water pressure.
- 1226 **Resolved** : "Council all agreed that there are sufficient water standpipes on the allotment site available for use by the allotment tenants."

Cotgrave Futures

- 1227 At Council meeting on 9th December, Council agreed to purchase new light fittings for the external lights at Cotgrave Futures at a cost of £2,764.80.
- 1228 The supplier has measured the post diameter and the light fixing chosen will not fit the existing frame without installing spigots.
- 1229 The extra costs to carry out these works would be an additional £261.96
- 1230 **Resolved** : "To purchase the Edmonton Light fittings and installation at the cost of £2,764.80 plus £261.96 to install the spigots."

Correspondence (for information only)

- 1231 Newark & Sherwood CVS/Rushcliffe Community & Voluntary Service

The above organisations have written advising of the forthcoming merger between Newark & Sherwood and Rushcliffe CVS and will now be known as Your Community & Voluntary Service (Your CVS). Louise Casey-Simpson (CEO of N&S CVS) will become Chief Executive of the new organisation from 1st April 2025.

- 1232 Nottinghamshire Police - Cotgrave's Crime Figures

The crime figure for October and November 2024 are reproduce below.

4 th October 2024	Criminal damage to windscreen on vehicle smashed – Broadmeer
10 th October 2024	Burglary – outhouse broken into and items stolen – Eastmoor
16 th October 2024	Criminal damage – vehicle damaged – bonnet scratched
14 th November 2024	Criminal damage – car tyre damaged – Marwood
14 th November 2024	Theft – pushbike stolen – Marwood
30 th November 2024	Criminal damage – kitchen window smashed– Thorntons Close

1233 Pensioners Christmas Meal

Some emails have been received by Council from residents who had attended the pensions meal in December –

“Could I give a vote of thanks for the above event at the Nottinghamshire Golf Club. Thank you for the organisers and town council for providing this event.”

“The food was really lovely and venue beautiful. Very polite and efficient waiting staff.”

“My husband and I attended the Pensioners Christmas meal we just wanted to write and thank you and the other council members for providing us with such a brilliant event.”

1234 Children’s Centre Toy Appeal

A letter of thanks has been received for Council’s grant of £250 towards the Christmas Toy Appeal. 50 families within the Borough have been nominated which meant that 122 children received several toys each, which included families from Cotgrave.

Update from Ward Members

- 1235 Councillor Ellis mentioned the statement from the Government regarding the Local Government re-organisation.
- 1236 Councillor K Chewings updated Council on some items that were discussed and agreed at the Cabinet Meeting held on 14th January 2025.
- 1237 Cabinet had approved the Rushcliffe Design Code for consultation, which included charging points and solar panels. The design code would not have any impact on current housing development that has already been agreed. This will be considered by Cotgrave Town Council at the consultation period.
- 1238 Cabinet also approved the implementation of glass recycling in the borough. This is expected to commence from 31st March 2026. Glass recycling will be on a 6 week cycle for mixed glass.
- 1239 The collection of food waste from the door is still being discussed at Rushcliffe Borough but it still under consideration.
- 1240 Councillor Chewings had met with Cath Evans from the Borough Council with the Clerk and Chairman of Council and raised the issue of the recycling bins on the shopping centre. This is still being discussed.

Clerks Reports

- 1241 The Clerk had received emails regarding the 33 bus service and also the Cotgrave services ran by Trent Barton. A meeting is being held with Councillor Butler and Monday with representative/s from Nottingham County Council regarding the 33 service.
- 1242 The Library had given council a card that had been made some of the children attending the craft sessions, thanking council for the grant funding given to them over the past year.
- 1243 The Clerk asked Council is they wish to review the membership of the Personnel Committee, following the resignation of Councillor Jeffreys, who was a member of the committee.
- Council was happy to keep the members to 5 members unless any councillor wishes to join the committee. The Standing Orders will be changed to reflect this and brought to council for approval.
- 1244 The Clerk has spoken to CCLA to arrange a meeting to discuss the services they can provide. A meeting will be arranged for Monday 10th February at 7pm.
- 1245 The Clerk has received information and guidance on setting up at Flood Resilience Store.
- 1246 The Clerk asked Council if they wished to continue with a summer evening this year.
- Council agreed to have a summer event and decided upon Saturday 21st June 2025.

Councillors' Report

- 1247 Councillor Monday also mentioned the issue with the bus services in Cotgrave.
- He also asked if there was any further information on the bus stop at the Spires Hospital. Councillor R Butler would look into this.
- 1248 Councillor Butler also stated about the meeting being held with Notts County Council next week which will discuss the buses and the concerns regarding of the placing of the new proposed bus stop on Hollygate.
- 1249 Councillor Chewings said that in the light of recent resignations on Council that council could consider an open evening where residents could attend and talk to existing councillors about what it entails to become a Town Councillor. Council current has 5 vacancies.
- 1250 An open evening will be arranged for Monday 24th March 6- 8pm. The event will be advertised in the next edition of the newsletter plus notice boards and on social media.
- 1251 Councillor Shaw said that there was a sewerage leak on Owthorpe Road. Severn Trent Water have been informed and attended the site.
- 1252 Councillor Shaw also said that a strategy group meeting needed to be arranged.

There being no further business the meeting closed at 8.03pm

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.

054 At Council Meeting on 20th January 2025

- 24/02155/FUL 17 Sandside, Cotgrave, Nottingham, NG12 3PD – single storey side extension.
- 25/00009/FUL 33 Daleside, Cotgrave, Nottingham, NG12 3QN – new pitched canopy roof to front elevation and to existing side garage.

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