Radcliffe-on-Trent Parish Council Grange Hall and The Grange Management Committee Meeting, held in the Radcliffe Room, The Grange on Monday 22 September 2014, at 7pm

Cllr. Mrs Penny Astill (Chairman)Cllr. Mrs Jean Smith (Vice Chairman)(A)Cllr. Mrs Melanie McKechnieCllr. David Smith (A)Cllr. Mrs Josephine SpencerCllr. Mrs Pam ThompsonCllr. John ThornEx-officio: Cllr. Roger Upton (PC Chairman)Jon Jones (co-opted member) (A)Ex-officio: Cllr. Mrs Georgia Moore (PC Vice Chairman)

Also present: Clerk, - Jacki Grice, and one member of the public

1. <u>Apologies Approved</u> Cllrs Mr David Smith, Jean Smith and Jon Jones

- 2. <u>Declarations of Interest</u> None received.
- 3. <u>Minutes of the Previous meeting held on 21 July 2014</u>. It was Resolved: "That the minutes are approved as an accurate record and signed by the Chairman.

Chairman's Announcements

- 4. There will be a small WW1 Exhibition supplied by the U3A for an event organised by the Parish Council straight after the remembrance Sunday service on November 9th in the Grange. Advertising will be carried out by posters, newsletter and website.
- 5. Dave Perkins, the new Caretaker has now started work formally and is settling in well.

Clerk's Report on Items from Previous Meeting

M. 4 Carnival

6. The AGM has been arranged for 16 October, 7.30pm in the British Legion.

M.7 Cash Till

7. The Bar Operator has advised that he has now sourced a suitable till.

M.10 Glasswasher

8. Has been installed.

M.20 Grange Hall Bookings

9. The Vale of Belvoir Rotary have received formal notification of the end of the 10 year agreement.

M.25 Ventilation

10. The four Dyson fans have been ordered and will be delivered this week.

M.27 Tables and Chairs

11. Have been delivered and are in situ in the Trent Room

M.31 Remote Monitoring

12. The Intruder Alarms are now monitored remotely, the fire alarms will be changed over in the next week or so.

Open Session for members of the public to raise relevant matters, limited to 15 minutes

13. No comments raised

Grange Hall Finance

14. The following report was noted.

Enhancements & Maintenance	2014/2015	
	Expenditure to 15 September 2014	Annual Budget
	9,727	14,000

The Grange Finance

15.The following report was noted.

Maintenance and Supplies	2014/2015	
	Expenditure to 15 September 2014	Annual Budget
	1,554	2,600

Hall Managers' Report

16.a) Grange Hall Bookings – Noted

Bookings	2014/2015	
	Bookings to 22 September 2014	Annual Budget
	35,136	43,000
	Bar Commission	
	733	3,000

17.b) The Grange Bookings - Noted

Bookings	2014/2015	
	Bookings to 22 September 2014	Annual Budget
	5,282	10,000

c) Grange Hall Bookings Oct / Nov / Dec

18. Bookings continue to be very good as reflected in the figures.

d) Customer Comments Forms

19. x2 very positive feedback forms were received.

e) The Grange Free Bookings

20. None requested.

f) Marketing / Leaflets / Website

21. No major marketing of Grange Hall required at present, social media has been extremely useful when advertising events. Members considered the option of featuring in the Nottinghamshire Ceremonies and Bereavement Guide. It was **Resolved**: not to feature in the publication due to the high expense. "

Grange Hall

a) Motion Sensor Lighting to Consider for Toilets

22. A quotation had been received for £215.00 to fit sensors in the ladies and gents toilets. It was **Resolved:** "To approve the installation on condition that the sensors work in all areas.

b) Bar Operations Update

23. Various issues were raised regarding the Bar Operators for the month of August, the Clerk is seeking advice from the Borough Solicitor. There has also been issues raised with regard the current level of service from the new Operators. The Clerk would arrange a review meeting. Cllrs Mckechnie and Moore would like to attend.

c) Fun Day and Village Show

24. An analysis of expenditure and income was considered, noting that the Parish Council administration support is considerable.

d) Future Events in the Diary

25. The Clerk would arrange a working group meeting to review up and coming events. The Village Show 2015 would be 6th September and a provisional date for a 'Night at the Proms' evening would be 12th September 2015.

The Chairman shall be hosting a small reception for the French Visitors attending a Boules match through the Twinning Association on 26th October in the Grange.

26. Cllr Mel Mckechnie left the meeting at 8.12pm.

e) Junior School Before and After School Club

27. There has been an informal approach to the Office enquiring if the Club could be accommodated in the Grange/Grange Hall. It was noted that it would not be possible due to regular bookings and no storage.

f) To Consider Ventilation Equipment Servicing

28. Two quotations were considered for the servicing of the Air Handling Unit, Fan Convector Heaters and the Extract System. It was **Resolved:** "To appoint Midland Filtration at £592."

The Grange

29. There were no reports to discuss.

Fire and Water Management Review

30. Cllr Upton provided an update on the quarterly review. All outstanding items are in hand, the overall risk has been drastically reduced as many items have now been implemented.

Correspondence

- **31.** None received.
- 32. Standing orders were suspended to allow the meeting to continue past 9pm.

Budget 2015/16

33. The following items would be put forward for consideration:

Fixed projector for Radcliffe Room	£ 500
Visual Display Screen Information System	£1,500 (indoor)
Annual Floor Sealing	£1,500
Fire Door x1	£ 700
Automated Sliding Door System	£3,000 (internal doors)
Microphone	£ 150 (may need to be funded this year)

Date of Next Meeting

34. Monday 24 November 2014 There being no further business the meeting closed at 9.08pm.

Signed: Chairman

Date