

Radcliffe-on-Trent Parish Council  
 Minutes of the Amenities Committee Meeting, held in the Radcliffe Room  
 at The Grange, on Monday 20 November 2017 at 7pm

Cllr John Thorn (Chairman) (A)	Cllr Pam Thompson (Vice Chairman)	Cllr David Astill (Ab)
Cllr Rod Brears	Cllr Joe Bailey	Cllr Bill Banner
Cllr Martin Culshaw	Cllr Graham Budworth	Cllr Alice Tomlinson
Cllr Jean Robinson	Cllr Josephine Spencer	Cllr Keith Agar (A)
Cllr Gillian Dunn	Cllr Graham Leigh-Browne (A)	Cllr Sue Clegg

Ex-officio: Cllr David Barton (PC Chairman) Cllr Georgia Moore (PC Vice Chairman)

Also present Jacki Grice (Parish Clerk), Jacquie Earp (Admin Assistant), Jenny Ellis (Grounds Team Leader) Matt Williams (Grounds Staff) and one member of the public.

1. Apologies

Cllr John Thorn (Chairman), Cllr Keith Agar, Cllr Graham Leigh-Browne – Approved. In the absence of the Chairman, the Vice Chairman namely Cllr Pam Thompson chaired tonight's meeting.

2. Declarations of Interest

None received.

3. Chairman's Announcements

The Chairman invited Jenny Ellis and Matt Williams to join the Committee table.

- Attended the Skatepark Cabinet meeting at RBC on the 14<sup>th</sup> November, along with Cllr Tomlinson and Cllr Clegg. From this initial meeting, it was decided the Cllrs would attend all future Cabinet meetings where possible.
- The Chairman will arrange dates for meetings to progress various Working Groups and asked Cllr members to stay behind to arrange.

4. Minutes of the previous meeting held on 23 October 2017, for approval

Resolved: "That the minutes are approved and signed by the Chairman."

5. Clerk's report on items arising from these minutes:

M.5: The Cliff Top Path work is well underway, and is noted that the Contractors had now reached the twitchell between Rockley Park and Valley Road.

M.5 (9): The PC now has the new sign written van and trailer and both look very smart.

M.5 (10): The Christmas Tree Lights Working Group still to be convened.

M.5 (17): There was a meeting on the 11<sup>th</sup> November at the Lily Ponds, the notes taken from the meeting has been forward to all Cllrs to discuss later.

M.8: At the last Groundstaff meeting the moss on the path was discussed. The Office is currently waiting for advice and a quotation on how to deal with this problem.

M.11: ROTSA have been advised that Cllrs are happy to put the two pieces of adult fitness equipment on Wharf Lane. The PC is waiting for contact from ROTSA to arrange a site meeting of where exactly the equipment should be positioned.

M.14: There are 15 people on the list of 'Friends of Rockley Park.' Not the best time of year to start the work with the group, but is sure they will be a big asset at the start of next Spring.

M.15: The Manhole cover in the Churchyard has now been mended, however the PC is still waiting for Skillingtons (Specialists) to come out and look at the work required for the Church Memorial.

6. Financial Update April – (Part) November 2017

Noted and accepted.

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

Standing Orders were suspended at 7.07pm

- Phil Taylor from the Radcliffe Conservation Volunteers asked if any Cllrs had questions arising from his notes regarding the meeting at the Lily Ponds area on the 11<sup>th</sup> November. Cllr Spencer asked "If the group are convinced that trees would have to be removed at the site". Phil Taylor confirmed small trees would be removed as they are currently easier to get at and may cause problems later on. With the larger trees, the focus was on making the tree a lot more stable, especially where some of the boughs are coming in over the ponds at a low angle, as the chances are they would crack and split and fall into the water at a later stage. There is a mixture of taking out some of the smaller trees and pruning back the others. Cllr Spencer wanted the lower boughs retained for the Kingfishers at the site, however Phil Taylor confirmed that the boughs would be pruned on the bankside to approximately 5 metres, to let the light in adjacent to the bank, making it easier to maintain. Nearer to the mooring bollard there is a big Willow Tree growing horizontally, with some of the boughs going out 30 feet into the river. The RCV are concerned about the amount of litter collated at that point, so have decided a compromise would be to plug the trunk near to the base and effectively kill off the live growth, instead of removal which would be at a much higher cost. The Chairman is supportive of doing some work in this area over time, and is of the view that the work suggested by the RCV should not be done in one financial year. Phil Taylor agreed that there is too much to do in one year, and should look at getting the whole of the work done over 2 or 3 years in order to spread the cost. It wasn't intended to include the meadow area where the four benches are, this item was included to focus on the trees only. The Clerk confirmed the PC had asked Paul Hunt to cut the meadow area in addition to the two other cuts made by N.C.C Countryside Access. Phil Taylor also referred to the Cliff Top path works. He asked if the sides of the path would be made good and re-seeded after the newly refurbished path was up and running. The Clerk confirmed that Carnell Contractors had agreed to re-seed the sides after the work had been done.

Standing Orders were re-instated at 7.15pm

8. Grounds Staff Update Report Notice Board Found, Bed Designs & Other Matters

Jenny Ellis presented a Ground Staff update:

- A proposed plan of new flower bed designs for Rockley Park was shown to the Cllrs. There would be a large potentially sponsored main flowerbed incorporating perennials in the middle and bedding plants to the outer side of the bed. The ground would be levelled around the flowerbed and re-seeded. The plan would take 2 years to come together and would be low maintenance, reducing the need for weeding. Jenny also confirmed that an old original bird bath had been found, that needed repair, but would be good to incorporate it into the new flowerbed, with Pampas grass. Cllrs agreed there should be a centrepiece at the park, presenting the 'wow' factor.
- An old Noticeboard had also been found, and it was proposed to refurbish it and to place it at a prominent place for the public to view notices. It was suggested this would be at the base of an Evergreen outside the Bungalow, where plants do not grow.
- The Ground Staff had also been to Wharf Lane Pavilion and had found discarded old cemetery items such as plaques and flower holders. Jenny had compiled an inventory from these items, and it was hoped that they could be returned to who they belong to. It was confirmed that the Football Club also used the right hand side of the lock up through an informal arrangement, and that a lot of items needed sorting and disposing. Cllr Banner agreed that the Cemetery Working party should be created and meet to discuss the inventory. In the meantime it was suggested that these items should be returned back to the cemetery and placed in a 'Lost Property' area and advertised in the PC Newsletter. It was agreed that Cllr Joe Bailey, Cllr Pam Thompson, Cllr John Thorn and Cllr Josephine Spencer would be members of the new

Working group and convene early in the New Year. This would also involve Sally Horn and be the first item on the agenda for 2018.

- There was a meeting at Cliff Tops regarding the coppicing and viewing platforms. If this work goes ahead, the Wildlife Trust will provide help and advice regarding the replanting of non-invasive plants and things to attract wildlife to the area. This will be reported back with the outcome. As the Cliff Top needs to be regularly maintained the Cllrs were asked to take into consideration 'in house' training for Matt Williams instead of using Contractors on an adhoc basis.
- The repaired part of Vicarage Lane fence had been vandalised and pulled out again. Possible solutions to this ongoing issue was discussed, and it was eventually agreed that concrete fixings would be put into the brick wall behind the repaired fence by the Grounds Staff.

#### 9. Radcliffe Conservation Group and Friends of Rockley Park Updates

- Cllr Barton reminded Cllrs that the AGM of the RCV is taking place in the Radcliffe Room at The Grange on the 30<sup>th</sup> November, to which members of the public are also invited. The RCV has been offered money from the 'Greening Campaign in Radcliffe' Group. Although the group has been dormant for a number of years, there is still money in the bank account. The proposal from its members is that the remaining funds should be divided between the RCV and the Friends of the Railway Station. The RCV has been very wary of having a full constitution, as the people who are involved do practical work. But accept if the money is available then there would be a need for a constitution and a bank account. In the short term however, the PC has agreed to look after the money for the RCV, which is appreciated. The Chairman also suggested the same arrangement be applied for Friends of the Railway Group.
- The Clerk referred back to the Lily Ponds issue and confirmed there was £2443 in a restricted reserve. Previously £3,000 was donated by the Canal and River Trust when the PC purchased the Lily Ponds, so there is money earmarked for the Lily pond tree maintenance work, rather than out of the general budget.
- Jenny Ellis recently met with 15 Friends of Rockley Park at the Park Pavilion. The group were very enthusiastic and keen to get involved as soon as possible. The Clerk was happy for Jenny to liaise with them and the next stage is to find out the best way. It will be a more formal meet at first as instructions are needed from Jenny on what to do and how it all works for the Park, and eventually the group will be able to come and go as they wish. A checklist will be displayed for the group, to tick off the jobs carried out. Jenny confirmed this would be displayed in the new notice board and that more volunteers are welcome.

#### 10. Wharf Lane Skatepark Update

Cllr Tomlinson confirmed she had attended the Cabinet meeting at RBC on the 14<sup>th</sup> November and that RBC Cllr Roger Upton had been highly supportive of the Radcliffe Skate Park proposals.. At that meeting there was a unanimous vote in favour of a Skatepark Fund for all Rushcliffe Skateparks. Radcliffe has been the forerunners for Skatepark improvements and is highly important for the young people of the village. It was confirmed that Skateboarding is going to become an Olympic Sport, which will raise the profile for RBC. The Clerk confirmed that following the 7 day ratification period, Dave Mitchell (RBC Executive Manager for Communities) would write to the Clerk. Cllr Barton confirmed the process and the progress appeared satisfactory for Radcliffe and money would now hopefully be available. It is understood that Radcliffe is the first and only PC to submit a full application to RBC which is currently waiting for acceptance. There will be a meeting later this week to look at further external funding applications, as the RBC will only provide a limit of 50% of the total cost of the project, It was noted that other areas in Rushcliffe had already received considerable amounts of funding for Leisure and Radcliffe had not, so the RBC should be continually reminded of this fact.

11. Cemetery New Extension: To Make a Decision on a Grass Matting Pathway Down the Middle  
 The Clerk confirmed that the PC were at the point whereby a decision has to be made as the plots are being sold 'in uniform.' If a grass matting is placed down the middle of the new extension, that would cover approximately 30 plots at £500 each, that would mean a lot of money lost to give up for a central pathway, and asked if this is necessary. Cllr Spencer noted that the grass matting could be moved easily, and feels strongly that access should be made easier for visitors to the Cemetery. Cllr Banner confirmed that when the original plan was made for the cemetery extension, it was designed to accommodate a grass matting down the centre, taking it to the top. The reason this plan should be followed is because a large part of a demolished tree is buried underneath the centre path, in the knowledge it was not going to be a dug grave area. The Clerk confirmed the matting would cost between £15- £17 a square metre. Cllrs then agreed the matting could be phased into the Cemetery at a cost of approx £200 per year within the maintenance budget.

12. Budget 2018/19: To Consider Suggestions and Priortise /To Consider Any Potential Savings in Budget Head Allocations (To Note Picnic in the Park Under Events Budget)  
 Resolved: "That the following items would be put forward to the Budget Working Group to incorporate into the 2018/19 Budget."

- Christmas Lights (The Working Group has yet to convene)
- Memorial Kerbs Cemetery (x15)
- Public Toilets Refurbishment
- Rockley Park Mess Room Roof
- Grounds Staff Equipment
- Wharf Lane Play Area Safety Surfacing x2 areas (phased over 2 years)
- Cemetery Matting (phased in)
- Dewberry Hill x2 Additional Cuts

Resolved: "That the following items would not be put forward to the 2018/19 Budget Working Group Committee. Certain items may attract outside funding."

- Storage Container (The PC will meet up in the New Year with the Football Club to consider the existing storage at Wharf Lane)
- Rockley Park- New Entrance Gates
- Youth Shelter
- Outdoor Electronic Notice Board
- Breedon Gravel on Park Woodland Walks

Other budget considerations required further information before a decision could be made. These items are:

- Wharf Lane Toilets Improvements
- Rockley Lawn Treatment
- Bungalow Items – Pointing

Other items discussed.

- Lily Ponds Path Pollarding (to be included on the next agenda and expenditure from restricted reserves)

Resolved:

- Leisure Hub Project (It was agreed to rollover the unspent amount of £2,000 into next year).
- The accrued funds of £6,790 for Village Signage would remain as a designated reserve.

Standing Orders were then suspended at 8.29pm, to allow Phil Taylor from the RCV to comment:

- Phil Taylor estimated the cost of the high level pruning required for the entire length starting at the Mooring Bollard would be approximately £1,200. This is for the labour of 3 – 4 people for 2 days work. The Clerk confirmed that only £600 had been spent at the Lily Ponds over three years out of the £3,000 funding by the Canal and River Trust. Phil Taylor then asked if there

would be provision in the 2018/19 budget provision for seasonal mowing at Dewberry Hill to keep areas open. If the work is done upfront, then it becomes more manageable.

Standing Orders were re-instated at 8.32pm.

The Clerk confirmed that the decision concerning the earmarked funds from the Canal and River Trust to maintain the Lily Ponds area be an agenda item when more information is provided for the next Amenities Committee meeting.

13. Leisure Hub: Update

The Leisure Hub Working Group will reconvene in January 2018. The members of the Working Group are Cllr Agar, Cllr Budworth, Cllr Spencer, Cllr Thompson and Cllr Thorn.

14. Correspondence For Action

To Receive a Letter from a Rockley Park Neighbour: Closing of Park Gates

The Clerk has taken legal advice from the PC Solicitor, who feels on balance the PC has a duty of care to the public and its staff and is not legally responsible to the neighbour. The Park is unlit at night and if an accident was to happen within the grounds, when it could have been avoided by locking the gates, the PC would be liable. Although security is the neighbours responsibility, the PC has sympathy and would look at remedies to the problem. The Clerk will now write to the neighbour with the observations of the PC Solicitor and the views of the PC Cllrs.

15. To Receive an Email Requesting the Siting of Geocaches on Cliff Top

Noted and discussed. Resolved: "It was agreed that the Clerk confirm with the writer of the email that the Geocaches can be sited along the Cliff Top, to be monitored at the same time".

16. Cliff Walk Viewing Platforms: Advisory Note from AT2 Tree Surgery

Noted. The Chairman is very keen to sort out the viewing areas along Cliff Walk and is of the view the first area to be cleared would be close to Rockley Park. Resolved: "That the viewing area closest to Rockley Park be cleared at an initial cost of £495, and to receive advice from the Wildlife Trust on how to proceed further and to consider long term strategy."

17. Rockley Park: Advisory Note on Hornbeam from AT2 Tree Surgery

Noted and discussed. The PC Chairman was of the view that the PC should adopt a policy whereby for every tree that is chopped down, then another new tree should be planted (not necessarily in the same place). This would be considered at the next Meeting.

Working at height cannot be done by the Groundstaff, however it was noted that when trees are felled by an outside contractor, then the old tree trunk and branches can be dealt with in house where possible if it is more cost effective. The quotation received is £575. The Clerk would make enquiries. Resolved: "To approve the felling of the Hornbeam.

18. Cliff Top Twitchells: N.C.C Maintenance

Noted. The Clerk confirmed that it was not just the FP9 jitty in question, as all the jittys along the Cliff Walk are affected by weed growth. It is the responsibility of VIA to cut back these areas twice a year and they are meeting their contractual obligations. It was noted that the Brick Yard Lane twitchell is also cut twice a year and is also overgrown. The PC Chairman is of the view that it is the fault of the NCC that the jittys are not being maintained correctly, and that a letter should be sent to say this is not satisfactory, needs more cuts and that a number of residents are complaining about these areas. The Clerk will arrange to write a response.

19. Radcliffe Olympic: To Note Arrangement of a Football Liaison Working Group Meeting in January

Members of the Football Liaison Working Group are Cllr Joe Bailey, Cllr Josephine Spencer, and Cllr Alice Tomlinson. This is a priority and dates to be set for the meeting will be discussed at the end of this Committee meeting.

20. Councillors' Reports

- Cllr Georgia Moore attended the Rushcliffe Civic Awards at the Beckett School last week, and it was wonderful. They are Community Awards for 5 or 6 categories' and the Awards take place every year and are worth attending.
- Cllr Tomlinson confirmed the Skate Park Group would be fundraising at the Christmas Food and Gift Festival on Sunday 26<sup>th</sup> November.
- Cllr Budworth encouraged Cllrs who had not attended the Defibrillator Training, to go this week at The Grange, as this is worthwhile and free.

21. Date of Next Meeting

Monday 22 January 2018

There being no further business, the meeting closed at 8.49pm

Signed: Chairman ..... Date .....