

Radcliffe-on-Trent Parish Council
Minutes of the Amenities Committee Meeting, held in the Radcliffe Room
at The Grange, on Monday 03 March 2014 at 7pm

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Cllr. Mrs Josephine Spencer - Chairman
Cllr. Mrs Janet Maughan - (Vice-Chairman)
Cllr. Graham Leigh-Browne (A) Cllr. Peter Robinson
Cllr. Mrs Jean Smith Cllr. Jim McKechnie
Cllr. Mrs Georgia Moore Cllr. Pam Thompson (A)
Cllr. John Thorn Cllr. Dominic Tompkin
Cllr. Bill Sylvester
Ex-officio: Cllrs. David Smith (Chairman) (A) and Roger Upton (Vice Chairman)

Also present Jacki Grice (Parish Clerk) and five members of the public

1. **Apologies** Cllrs David Smith, Pam Thompson and Graham Leigh Browne - Approved
2. **Declarations of Interest** Cllr Jo Spencer – Agenda Item 7f) Pavilion Plumbing Quotations (Cllr Spencer withdrew from the room when the item was considered).
3. **Minutes of the Previous Meeting held on 20 January 2014, it was:**
Resolved “that the minutes are approved and signed by the Chairman.”

Chairman’s Announcements

4. The Radcliffe Conservation Volunteers held a litter pick at the Lily Ponds at the weekend and collected 20 bags of rubbish. Cllr Sylvester would advise of Councils appreciation to the Group.
5. A local resident has advised that RCAF Coningsby is hosting a celebration event of the two Lancaster Airplanes in August/Sept this year. It would be appreciated by Radcliffe residents if the fly route could include Radcliffe on Trent noting the WW2/Langar/Canadian connection. The Clerk’s office would make further enquiries.

Clerk’s Report on Items Arising from Previous Minutes

Financial Update

6. Year to date income, expenditure and forecast figures were noted.

M.8 Park Homes

7. The Clerk again forwarded the correspondence about the hazardous trees to the Wyldcrest Homes PR Department who claim to have no knowledge of the letters. No response has been received.

M.10 Village Mapping Software

8. Staff training has been arranged for March 11th 2014.

M. 36 Greenwood Community Tree Grant

9. The grant applications were oversubscribed, but the Council has now been awarded £300 for new Oak Tree planting.

M. 43 Main Street Flagstones

10. No response has been received from the Post Office regarding the raised flagstones.

M. 44 Cliff Top Path

11. Two further complaints have been received in the office regarding intimidating dogs off leads on the Cliff path. Residents would be asked to provide full descriptions of the owners and dogs if any future incidents occur and the information passed on to the dog warden.

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

12. Standing orders were suspended at 7.06pm

The Park Homes Site Tree Survey has now been completed. It was noted that a number of trees have preservation orders on them. Tom Pettit at the Borough Council would be able to identify which ones.

13. Standing orders resumed at 7.07pm

Council Owned and other Amenities

a) Churchyard - Wall Adjacent to British Legion: Update

14. Cllr Upton and the Deputy Clerk met with the Chairman of the British Legion Charity and it was agreed that the wall between the Churchyard and the British Legion was their responsibility. Quotations are now being sourced.

b) Cemetery

15. No reports of concern.

c) Twitchell

16. Sweeping is scheduled.

d) Grange Hall Grounds – To Consider Quotations for Play Park Safety Surfacing

17. Three quotations were considered to resurface all the play equipment with bonded rubber mulch. It was **Resolved:** “To contract Nottinghamshire County Council to resurface all the equipment omitting the tyre seesaw area at £4746.”

18. It was **Resolved:** “To alter the allocated budget heads to the following in order to accommodate the works in this financial year.”

	Budget	Revised
• Grounds Maintenance	£18,500	£16,000
• Mowing Contractor	£10,500	£ 9,500
• Village Assets	£ 4,000	£ 2,500
• Play Areas	£10,000	£15,000
• Total	£43,000	£43,000

e) Rockley Memorial Park – Clearance and Public Toilet: Update

19. The public toilets refurbishment is nearing completion and the Greenhouse/Storage areas have benefitted from clearance work. As the large Greenhouse can be accessed separately from the other work areas, this could be used by the community. U3A has expressed an interest, the Group would be invited to put a proposal in writing for consideration by the Committee.

f) Wharf Lane Recreation Ground, Skate Park and Pavilion - To Consider Quotations for Plumbing Works at the Pavilion and the Next Steps

20. Having declared an interest, Cllr Jo Spencer left the room at 7.22pm
21. A Legionella Risk Assessment was carried out on 13 June 2013 and it was recommended that significant works should be carried out to the water services installation in the Sports Pavilion. A ‘Performance Specification of Works’ was sent out to three local plumbers and two quotations were received. It was:
Resolved “That the committee notes the quotations received and authorises the Parish Clerk to arrange a meeting with representatives of the Radcliffe Olympic Football Club, to discuss the offer in their letter of 26 November 2013 to see if this can be undertaken as a joint venture.”

22. Cllr Jo Spencer returned to the meeting at 7.26pm

23. There was again discussion on the potential of ‘Green Toilets’ at Wharf Lane. Cllrs Spencer and Thorn would view those installed at Ruddington Country Park. The Clerk would agenda the item for the next meeting.

g) Valley Road Play Area – Bench and Litter Bin Installation: To Consider

24. The new litter bin and bench has been delivered. Cllrs Maughan and Spencer would advise on a suitable location within the Play Area. The Clerk would arrange for more bark chippings underneath the Queen Swing.

h) Bingham Road Play Area – Play Area Equipment: To Consider

25. The Play Area Working Group made a recommendation for two new pieces of equipment. It was:
Resolved: "To place an order from Proludic for the Duo Springer and an order from Playdale for the City Shuffle Bars."

i) Saxondale Play Area

26. No reports of concern.

j) 19 Rockley Avenue

27. No reports of concern.

k) Triangle of Land Bingham Road

28. The removal of the hedgerow has now been completed. Further consideration is required to enhance the area. Cllrs Spencer and Maughan would visit the site to make a recommendation on a suitable way of creating a decent edging on the verge. Cllr Jean Smith kindly offered £100 from the Borough Members Allowance for bulb planting.

l) Land at Dewberry Hill – To Consider the Installation of a Dog Waste Bin / Litter Bin

29. Following on from requests for dog waste bin or litter bin to be installed at the Woodland Close end of Dewberry Hill. It was:
Resolved: "To order a metal litter bin at approx. cost of £300 to be sited at the bottom of the twitchell." The Clerk would also liaise with the Borough Council regarding the appropriate site and collection.

m) Lily Ponds Area

30. A review meeting will be arranged shortly with the Canal and River Trust to further discuss their initial advisory report. It was noted that in the winter time a natural middle pathway is clear in the area. Consideration needs to be given to future additional pathway clearance cutting in the summer months.
31. Cllr Sylvester met with the Chairman of the R.O.T Angling Society who has offered to conduct a survey of the river bank. It was noted that the current steel fishing pegs would cause problems with grass cutting. The Environment Agency has indicated that a 3 year rolling management programme would protect the wildlife in the area. A local resident currently doing a relevant degree would also be interested in surveying the site and helping to form a management plan. He would be asked to contact the Clerk.
32. The Canal and River Trust would also be asked to attend to the floating debris around the pontoons.

n) Vicarage Lane

33. Flooding in the area continues to be an issue, the area has been surveyed by N.C.C and a bid for remedial works submitted for scheduling in the next financial year. The road gully on Main Road is also blocked making matters worse and has been marked for clearance.
34. The works to address the gradient of the banking in Grange Hall Grounds has been delayed due to wet weather, however the Grounds staff will be asked to start preliminary works.

o) The Village**1) Additional Planters: To Consider**

35. Two planters have been funded via the Local Improvement Scheme and should be installed within the month. It was
Resolved: "That the planters be located underneath the Nottingham Road and Bingham Road entrance signs."
36. It was agreed not to consider funding any additional planters at present.

2) Dog Waste Bin Review

37. Members reviewed a map of the dog waste bins in the village and the quarterly cost of emptying. Noted

3) Tree Survey Report

38. Members reviewed the report of which remedial works equate to £2,490. Council Groundstaff have managed to undertake some of the work. The definitive remaining list will then be put out to tender."
39. It was noted that no items were considered high priority, but it was felt that the tree work on Vicarage Lane should be addressed sooner rather than later. The Clerk would arrange for these works to be completed shortly.

4) Public Toilets: To Consider a RADAR Key System

40. Members considered the installation of a RADAR 24 Hour Access Key System. It was
Resolved: "Not to proceed."

41. It was noted that the weeds along the Zebra Crossing area in the village need attending to. The Clerk would task the Groundstaff.

Amenity Review Report

42. Members noted the comprehensive report on the Amenity task schedule for Aug 2013 – Feb 2014. The Audit Working Group continues to look at working system procedures.

Assets**a) Inventory Review**

43. Members were provided with a copy of the recent inventory undertaken for all Amenity assets. The inventory checks would now be carried out on an annual basis. The Clerk would check to ensure that the Portable Electrical Appliance Testing has been carried out in the mess room at Rockley Park.

b) Mowers and Machinery Analysis

44. Members were provided with a breakdown of all machinery servicing and parts costs for the year to date. Noted.

Cemetery Grass Cutting

45. It was agreed to obtain costs from the contractors with a view to considering whether the Cemetery grass cutting could be outsourced enabling staff to concentrate on other areas of work. The Clerk would pass on the Council's thanks to the Groundstaff for their work in the Cemetery as it is looking very neat and tidy.

Digital Display Screens

46. It was agreed to investigate the costs of digital information display screens initially to be considered by the Grange and Grange Hall Management Committee for an indoor screen in the reception area.

Park Homes Site Licensing

47. An event is being held at the Borough Council on 10th March 2014 to notify all residents of the 10 local sites and Borough Council representatives of the changes to the Mobile Homes Act 2013 site licensing regime from 1st April 2014. Cllr Jean Smith would attend and report back.

Reports from Outside Organisations

48. None received.

Correspondence for Information

49. Cllr Thorn continues to liaise with Wyldcrest Homes and will report any progress.
50. A resident has complained about fires being set at Rockley Memorial Park to dispose of brash. Members agreed that it wasn't appropriate and the Clerk would arrange for the brash to be chipped in future. Following complaints, the height of the hedgerow boundary on the north east side would also be arranged to be reduced by one foot.
51. Two teenagers from the village are currently undertaking the Duke of Edinburgh Award and are seeking areas to litter pick/garden etc. for 3 months. The Bingham Road triangle was felt an appropriate area. The Clerk would check with Council insurers, provide a risk assessment and equipment, bags, gloves, litter pickers etc.
52. A thank you note was received from Sue Spray, former Caretaker for the retirement gifts and vouchers.

Date of Next meeting

53. 19 May 2014

There being no further business, the meeting closed at 8.35 pm.

Signed: Chairman Date