

Radcliffe-on-Trent Parish Council
Grange Hall and The Grange Management Committee Meeting, held in the Radcliffe Room, The Grange on
Monday 21 July 2014, at 7pm

Cllr. Mrs Penny Astill (Chairman)

Cllr. Mrs Jean Smith (Vice Chairman)

Cllr. David Smith (A)

Cllr. Mrs Pam Thompson

Ex-officio: Cllr. Roger Upton (PC Chairman)

Ex-officio: Cllr. Mrs Georgia Moore (PC Vice Chairman) (A)

Cllr. Mrs Melanie McKechnie

Cllr. Mrs Josephine Spencer

Cllr. John Thorn

Jon Jones (co-opted member)

Also present: Clerk, - Jacki Grice, and three members of the public

1. **Apologies Approved**

Cllrs Mr David Smith and Mrs Georgia Moore

2. **Declarations of Interest**

None received.

3. **Minutes of the Previous meeting held on 02 June 2014. It was**

Resolved: "That the minutes are approved as an accurate record and signed by the Chairman.

Chairman's Announcements

4. The Carnival was again a great success and was heavily supported by the Parish Council. There was discussion regarding the financing of future carnivals.

5. The deadline for applications for the Caretaking vacancy has been extended until the end of July to enable it to be advertised in the newsletter.

Clerk's Report on Items from Previous Meeting

M.8 BBQ's

6. The Amenities Committee have approved the installation of a BBQ in Grange Grounds. Cllr James Spencer is providing a sketch in the next few weeks, he would be asked to include a scraper on a chain. The Clerk would also put an adjacent litter bin on the next Amenities Committee agenda for consideration.

M. 9 Cash Tills

7. These will now be considered in liaison with the new bar operator.

M.10 Glasswasher

8. The Glasswasher is now on order and delivery is expected in the next couple of days.

M.19 PA System

9. Options are still being looked into regarding a PA system. Cllr Spencer has also investigated a portable hand held system. Further enquiries to be made.

M.21 Website

10. The new Grange Hall website is now live, is easy to maintain and feedback has been positive.

M.28 Advertising Banners

11. Two banners were purchased for £100 each and are now kept in the store room.

M.29 Corporate Workwear

12. Samples have been provided and the matter is in hand.

M.32 Water Dispenser

13. The dispenser has now been installed in the reception area of Grange Hall.

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

14. Standing Orders were suspended at 7.23pm

There were further comments regarding the Carnival and it is understood that financial matters may be raised at its next meeting which is believed to be in the near future. The Residents Association and WEA may have Audio equipment to try for suitability.

15. Standing Orders resumed at 7.27pm

Grange Hall Finance

16. The following report was noted.

Enhancements & Maintenance	2014/2015	
	Expenditure to 14 July 2014	Annual Budget
	1,763	14,000

The Grange Finance

17. The following report was noted.

Maintenance and Supplies	2014/2015	
	Expenditure to 14 July 2014	Annual Budget
	1,143	2,600

Hall Managers' Report

- 18.a) **Grange Hall Bookings – Noted**

Bookings	2014/2015	
	Bookings to 14 July 2014	Annual Budget
	28,026	43,000
	Bar Commission	
	642	3,000

- 18.b) **The Grange Bookings - Noted**

Bookings	2014/2015	
	Bookings to 14 July 2014	Annual Budget
	3,444	10,000

To Receive the Notes of the Housekeeping Working Group Meeting held on 16 June 2014

19. Cllr Mel Mckechine summarised the meeting. It was noted that the contracted security arrangements require a review.

c) Grange Hall Bookings Aug / Sept / Oct

20. Bookings in general are still very good, there are no concerns. Council wished to place on record their thanks and appreciation to the Hall Manager, Lisa Simpson for her continued efforts with the Hall Bookings and the Parish Newsletter and that she has proven to be a real asset to the organisation. The Vale of Belvoir Rotary would be reminded that the 10 year agreement will cease at the end of this year.

d) Customer Comments Forms

21. x6 very positive feedback forms were received, noting that the new Caretaker is receiving much praise.

22. There has been a complaint via email from a local resident regarding noise from events. Environmental Health has confirmed that the licensing conditions have not been breached. The Clerk would respond accordingly.

e) The Grange Free Bookings

23. None requested, the next newsletter would highlight that Village Organisations that meet criteria are entitled to one free booking per annum.

f) Marketing / Leaflets / Website

24. There is no push on marketing at the moment as bookings are so good.

Grange Hall

a) Air Conditioning / Ventilation

25. There was discussion regarding the absence of Air Conditioning and the high cost of hiring. It was felt that additional robust fans may offer some further comfort to guests during hot weather. It was Resolved: "To purchase x4 Dyson Fans, budget up to £1,200. One of the existing fans would be placed in the kitchen area.

b) Hall Flooring Quotations

26. Three quotations were considered to sand and seal the Hall floor. It was **Resolved:** "To contract G. Daykin at £2,895 + VAT and book for the work to be carried out January 2015.

c) Table and Chairs for the Trent Room

27. It was **Resolved:** " To order x8 Juliana bases, x8 800mm round table tops and 32 mile chairs in Laguna Oak laminate from DiningChairsUK at £ 2,476.80 gross."

d) Motion Sensor Lighting

28. The Clerk would make enquiries with the electrician regarding the possibility and any benefits of installing motion sensor lighting in the toilet areas of Grange Hall. To be reported back to Committee.

e) Bar Operations Update

29. Members were updated on recent events regarding the bar operation. The current operators finish on 29 July and the new operators start on 01 September. A meeting has been arranged with Belvoir Bars to hopefully cover for the month of August only.

The Grange

a) To Note Exterior Painting

30. Whilst the weather is kind, the Caretaker will be painting the lower exterior of the Grange Building to protect the exposed brickwork.

b) Remote Monitoring for Intruder and Fire Alarms

31. Three quotations were sourced and two received, it was **Resolved:** "To contract Globesec with ongoing monitoring fees of £146 + VAT per year per building. Globesec would also carry out servicing which would offer a further 10% discount on those fees. The budget review would take this into consideration regarding cost headings.

Correspondence

32. None received.

Date of Next Meeting

33. Monday 22 September 2014
There being no further business the meeting closed at 8.35pm.

Signed: Chairman

Date