

**Radcliffe-on-Trent Parish Council**  
**Minutes of the Amenities Committee Meeting, held in the Radcliffe Room**  
**at The Grange, on Monday 21 November 2016 at 7pm**

Cllr John Thorn (Chairman)  
 Cllr Rod Brears  
 Cllr Martin Culshaw

Cllr Pam Thompson (Vice Chairman)  
 Cllr Joe Bailey (A)  
 Cllr Graham Budworth  
 Cllr Gillian Dunn  
 Cllr Josephine Spencer (A)

Cllr David Astill (A)  
 Cllr Bill Banner  
 Cllr Sue Clegg  
 Cllr Graham Leigh-Browne (A)  
 Cllr Alice Tomlinson  
 Cllr Keith Agar (A)

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

**Also present** Jacki Grice (Parish Clerk) Jacquie Earp (Admin Assistant) Rushcliffe Borough Cllr Roger Upton, Primo Rose (Grounds Person) Jenny Ellis (Grounds Person) and one member of the public.

*In the interests of transparency, the council asks that any person wishing to record the meetings proceedings informs the Chairman prior to the start of the meeting and that recording equipment is on view. There is an Open Session on the Agenda at which time members of the public are invited to raise any matters pertaining to the work of the committee, limited to fifteen minutes, during which time Standing Orders will be suspended.*

**Apologies**

1. Cllr John Thorn, Cllr David Astill, Cllr Jo Spencer, Cllr Keith Agar, Cllr Joe Bailey, Cllr Georgia Moore, Cllr Graham Leigh Browne – Approved. In the absence of the Chairman of the Amenities Committee, the Vice Chairman Cllr Pam Thompson chaired tonight's meeting. At this point Grounds Staff Primo Rose and Jenny Ellis join the Committee Table.

**2. Declarations of Interest**

None Received

**3. Chairman's Announcements**

Radcliffe on Trent won first prize overall for 'Best Kept Village 2016' in the up to 10,000 population category. The Parish Council send congratulations to all involved particularly the Parish Council Ground Staff. It is the first time Radcliffe has won overall first prize. Cllr Clegg attended the NALC AGM and was presented with the award(s) and £1,125 prize cheque. Cllr Dunn confirmed she will send 'thank you' emails to all volunteers and groups involved.

**4. Minutes of the Previous Meeting held on 24 October 2016, for approval**

**Resolved:** "That the minutes were approved and signed by the Chairman"

**Clerk's Report on Items Arising from these Minutes:**

**5. M.8 Tree Work – to Consider**

The Tree Surgery works have now been completed at Rockley Park. The trees located at the front of the park are yet to be done, under a different project. The wood from the tree surgery will be used for benches at the Lilly Ponds.

**6. M.11 Dewberry Hill Clearance Works - Update**

The Clearance Works at Dewberry Hill have now been completed.

**7. M. 12 Financial Update**

The error in the calculations provided at the last Amenities Meeting was found to be at one line. This has now been corrected.

**8. M.14 Blocked Drain at Bottom of Hallow Well Steps**

Grounds Staff visited the site to clear the drain, and found it had already been done. It was suggested the Radcliffe Conservation Volunteers had cleared the drain.

**9. M.17 Round Border on Front Lawn at Rockley Park**

The Contractor who offered to raise the round border at Rockley Park has been contacted to ask when this work would take place. He confirmed due to work commitments the bed would not be raised yet, but would be done before Christmas.

10. **M.17 Burning Brash at Rockley Park**  
The brash is slowly being burned up at the Park.
11. **M.21 Skate Park Update**  
Cllr Tomlinson confirmed ROTSPA has agreed to provide funds of just over £1,000, and that she attended a meeting held at the Skate Park on Saturday 19<sup>th</sup> November with the Skate Park Users and Contractors. It was confirmed before repairs are done, Contractors want to fence the area and the User Group are currently making enquiries with contacts to ensure this is done at minimal cost. The repairs need to be done as soon as possible as the Skate Park is looking shabby and has been further vandalism. A general tidy and clean-up is also required, any surplus old wood will be available to Radcliffe Residents to burn. The Chairman thanked Cllr Tomlinson for all her hard work in arranging the repairs.
12. **M.22 Cemetery Entrance Wall Repairs**  
The repairs to the Cemetery Entrance Wall are scheduled to start tomorrow, weather permitting.
13. **M.25 Leisure Facilities Working Group: Update**  
The Clerk referred to the website survey of current Leisure Facilities in the village, which must be completed by December 1st. Cllr Spencer will complete this survey and the Skate Park will be included. Other groups will be contacted to complete the survey so that a complete picture of all Leisure Facilities in the Village is made available.
14. **M.26 Grit Bin Rockley Park**  
The Grit Bin has arrived and is now installed at Rockley Park.
15. **M.27 Play Area Working Group**  
Ongoing – Noted. Currently no available update on Junior School Survey's.
16. **Financial Update**  
Figures for Actual/Forecast and Budget were provided and discussed. It was agreed that the Skate Park budget can be used if necessary to assist with the temporary repairs and the Clerk has delegated powers to incur this expenditure. It was **Resolved** "To note and approve the Accounts".
17. **Open Session for Members of the Public to raise relevant matters,** limited to 15 minutes
18. Standing orders were suspended at 7.14pm
- *A member of the public reported the Grange Hall Grounds entrance at the bottom of Vicarage Lane is flooded with rain water tonight. The Vicar has been kind in allowing residents to take a short cut through his garden to access the main road to avoid it as the water is very deep. The member of the public believes the positioning of the drains by the NCC after resurfacing the road, along with them being clogged with leaves has caused the problem. He noted that although flooding had been a problem in the past, it has not been as bad as this in five years. Cllr Clegg noted other drains on Vicarage Lane are also clogged with leaves and need attending to. Via need to be contacted to unblock the drains.*  
*Cllr Roger Upton discussed two Shop Business issues. One being whether or not there would be any Christmas late night shopping in Radcliffe, the other issue being whether shops and businesses would be displaying lighted Christmas trees from brackets outside their shop frontages this year. Cllr Upton spoke to the Local Business Forum, and it is regrettable but late night shopping will not take place this year. Regarding trees, last year the three Borough Councillors provided £600 along with a contribution from the Parish Council, for solar powered lights, and trees however this was not very effective. Permanent outside lighting sockets for Christmas trees are needed and can be installed, so Cllr Upton suggested a Working Group to be set up in the New Year to discuss and negotiate works involved with the Local Business Forum. Cllr Upton will provide £200 to start a fund for the work. The Clerk confirmed previously a quote for £100 per shop to do the necessary work had been received. However as there are 37 shops in the village Parish Council budget would not cover the £3,700 required. The Clerk is aware that Cllr Clegg approached the Business Forum in March this year but the Parish Council have received no feedback until last week. Cllr Upton accepted it was too late to arrange anything for this year, but would like to look forward for the future speak to the Business Forum meetings about the problem. The Chairman asks that this issue be an agenda item for the next Amenities meeting, with a view to form a Working Group to liaise with the Business Forum.*

19. Standing orders resumed at 7.22pm
20. **Radcliffe Conservation Volunteers – Update (Installation of Owl Boxes)**  
The Owl boxes have now been installed: one is near the bottom of Hallow Well Steps, one at Slack Hollow steps and another donated by Colin Hazeldine is at the Memorial Park. There was another working party meeting last weekend, and there is an AGM in the Dowson Room in December to discuss future plans for next year. It is noted that the RCV will now be known as 'The Radcliffe Conservation Group.' Cllr Barton will provide the AGM date in the Cllrs Reports later in the agenda.
21. **Grounds Staff Report**  
Jenny Ellis presents her report with the aid of a photograph of the current Rockley Park Flower Beds.
- a) **To Consider Changing Layout of Planting Beds at Rockley Park**  
It is difficult to weed and edge the existing beds in the main area of Rockley Park. It is estimated there are currently 20 bedding borders in this area and it is proving a massive job for the Grounds Staff to maintain to a high standard. There have been a few complaints this year concerning the number of weeds in the borders, however it was explained the beds are waterlogged and plants are struggling to grow. The Radcliffe Lions have requested they sponsor a bed, however the existing lay-out means they cannot do this with their logo. It was suggested therefore the beds are re-designed and sketched ideas based on Kew Gardens are handed out to Cllrs. Further discussions continued and it was agreed copies of new sketch plans would be available at the next meeting on the 23<sup>rd</sup> January 17.
- b) **Wharf Lane Hedgerow Requirements**  
After the Wharf Lane 'Track' Conifer Hedge that filters into a laurel hedge had been trimmed of vine weed it was noted approximately 50 metres of dead conifers was behind the weed. The conifer hedge requires replacement and it was suggested new plantings of laurel that are already there are used. Costs can be obtained and the planting would be done in sections over the next 2-5 years. It was also suggested the Laurel be bought in large established pots and cuttings be grown from them at Rockley Park Greenhouses on a yearly rolling basis.
- c) **Replacement of Old and Damaged Picnic Bench in Grange Grounds**  
The Clerk confirmed there are now only two picnic benches left in the Grange Grounds as the third one is damaged beyond repair. Costs to replace picnic benches can be between £200-£800, or can be donated by individuals. There are funds to purchase a new one, however a donated picnic table to accommodate disabled users is preferred. An advertisement will be placed in the newsletter and website.
- c) **Bingham & Radcliffe Rotary: Donation of Crocus Bulbs**  
The bulbs have been donated and have already been planted in the Grange Grounds. A plaque will be provided by the Bingham & Radcliffe Rotary to be placed at the crocus site.
22. **Cemetery – To Consider**
- a) **Cemetery Markers**  
Noted. Cllr Culshaw agrees it is a sensible suggestion to use number markers as it is not easy to identify graves by using the current Cemetery Map.  
It was **Resolved**: "To place number markers in the ground every 25 plots".
- b) **Wall Markers – Writing Colour**  
Noted. The Clerk showed options of silver or gold writing on sample plaques. Gold was the preferred choice.  
It was **Resolved**: "Gold writing will be used on all number markers"
- c) **Wall Sign – to Display Body Responsible for Governance**  
Noted. The Clerk confirmed there are no Parish Council Contact Signs displayed after Cemetery Entrance.  
It was **Resolved**: "A Sign to Display the Body Responsible for Governance to be displayed halfway in the Cemetery grounds near to the water tap"

- d) **To Decide Names for 2 Areas Dedicated to the Interment of Ashes**  
Noted. Various suggestions for a name for the 2 areas were discussed.  
It was **Resolved**: "The Cherry Garden' and 'The Sequoia Garden' are to be named at the 2 areas dedicated to the Interment of Ashes."
- e) **Types of Signage for the New Notices**  
Noted. Discussed  
It was **Resolved**: "All new signs to be in the same style as the Cemetery Markers (Granart)."
- f) **Designated Area Plaques - Timing for the Installation of the Various Signs**  
Noted. The Clerk confirmed this can be done as soon as possible and the markers would be permanently fixed by concrete into the ground and the notices permanently fixed on the walls as necessary.
23. **To Approve a Recommendation from the Personnel and Wages Committee to Change the Future Mowing Regime** (Contractors vs Staff)  
From the 2017 growing season, the Grounds Staff to mow Rockley Park ensuring a manicured standard and contractors to mow the Cemetery. Although this regime is slightly more expensive it will enable the Grounds Staff to have a lot more time and therefore full summer cover will not be needed saving costs in the region of £10,000.  
Another possible financial benefit would be sell the ride on mower the staff use at the Cemetery, however the Personnel Committee recommend delaying the sale for a year, in order to make sure the new arrangements work.  
It was **Resolved**: "A Recommendation from the Personnel Committee to Change the Future Mowing Regime was approved"
24. **N.C.C Supporting Local Communities Fund: To Consider**  
The Chairman confirmed that work had been done on a bid to Leader Funding for improved signage in the village, but this application did not progress as it was EU Funding. The deadline to apply for funds via SLC is the 16<sup>th</sup> December, It was **Resolved**: "That the Clerk puts forward an application to the N.C.C Supporting Local Communities Fund to improve Village Signage."
25. **Bingham Road Play Area: Issues with MultiPlay Unit – To Note**  
Noted. The Multi-Play Unit was bought in a sale. The Unit has had problems with damage to the side boards and damage to the slide. The slide had been replaced, then a second time but is now out of warranty. A further slide was bought by the Parish Council, but within a week it had split again. The Supplier has agreed however to provide a replacement, this time adding a brace at the back for support which will hopefully rectify the problem. The Clerk emphasises it is important in future to buy strong, sturdy, robust equipment.
26. **Wharf Lane Toilets: To Consider Requirements**  
The Wharf Lane Toilets still remain closed. Quotes were sent out to three Contractors for additional building works to improve the existing lay out. Two quotes were priced high, and one would not quote at all. One of the Contractors suggested opening the toilets as they are as the walls inside are made for jet washing, and to shield and disguise the outside pipes using prickly plants. Cllrs were in agreement this was good advice.  
It was **Resolved**: " That the Wharf Lane Toilets be opened after raising the soil, painting pipes, installing shelving in the urinals and planting green prickly plants to the outside of the units".
27. **Councillors Reports**
- Cllr Barton confirmed the AGM meeting date for the Radcliffe Conservation Group as Tuesday 6<sup>th</sup> December, 7pm in the Dowson Room. The Chairman requests this information is available on the Parish Council Website.
  - Cllr Culshaw confirms that on the morning of the 12<sup>th</sup> December the Trains Working Group are organising a celebration of the first of the new trains at 10.09am of the winter timetable. The Press will attend the Railway Station at this time, all Cllrs are invited and a group of Junior School children and their teachers will be there. The children will be provided a tour, food and drink and a free train ride. Other representatives from the Dept of Transport and the Borough Council have been invited to this celebration.
  - Cllr Tomlinson confirmed a competition had been held at the Junior School to design a logo for the Skate Park. A winner has been selected and a prize will be presented at the school this Friday.
  - Cllr Budworth suggested that the prize money that was awarded for the 'Best Kept Village' competition be used to specifically enhance the village next year. This item to be put on the Agenda for 23<sup>rd</sup> January 17.

- Cllr Clegg confirmed that at the NALC meeting last week she picked up some brochures for new play equipment, and will pass these on to the Chairman. Cllr Clegg thanked Cllr Upton in dealing with the clearance at Sycamore Close and reported the area was looking much better.
- Cllr Budworth asked if the Dog Waste bin at Wharf Lane be re-positioned, so it is nearer to the car park exit or entrance, rather than near the end of the cliffs, where the fence is in the way. The Clerk confirmed this is in hand, and will be done.
- The Chairman reported the increasing amounts of dog mess appearing up at Shelford Road and around the village in general. The Grounds Staff also confirmed having to clear lots of dog mess at Rockley Park. It was reminded Cllrs should report this issue back to the Clerk.

28. **Correspondence**  
None received

29. **Date of Next Meeting**  
23<sup>rd</sup> January 2017

There being no further business, the meeting closed at 8.20 pm

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