

Radcliffe-on-Trent Parish Council
Grange Hall and The Grange Management Committee Meeting, held in the Radcliffe Room, The Grange on
Monday 14 November 2016 at 7pm

Cllr. David Barton (A)
Cllr. Penny Astill
Cllr. Martin Culshaw
Cllr. Jean Robinson
Cllr. Pam Thompson
Cllr Georgia Moore

Cllr Joe Bailey (Vice Chairman)
Cllr. Graham Budworth
Cllr Gillian Dunn
Cllr. Josephine Spencer
Cllr. Alice Tomlinson
Cllr. Sue Clegg (Chairman)

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.

Also present: Clerk, - Jacki Grice, Jacque Earp (Admin Assistant), and one member of the public

1. Apologies Approved

Cllr David Barton.

2. Declarations of Interest

None received.

3. Minutes of the Previous meeting held on 26 September 2016, for approval

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

4. Chairman's Announcements

Coffee Morning in December: A reminder to all Parish Councillors that there is only one coffee morning in December. This is Saturday 17th December, 10am until 12 noon.

Clerk's Report on Items from Previous Meeting

5. M.20 To Revisit and Reconsider Projects where Funds Accrued 15/16.

Kitchen Floor The kitchen and bar area floor is due to be replaced tomorrow Tuesday 15th November 16

6. Burst water pipe – above Trent Room

The Clerk confirms there was a burst pipe above the Trent Room on Friday 11th November. An emergency plumber confirmed a corroded fixing on the mains feed pipe had caused the burst. A lot of damage would have been caused, if the Caretakers hadn't reacted so quickly to the situation and quickly cleared away the water using Karcher Machines. De – Humidifiers were hired and used over the weekend, and there are no signs of any water damage in the room. The Parish Council and the Clerk thanked the Caretakers Don & Joe who did an amazing job.

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

Standing Orders Suspended at 7.09pm

- A member of the public confirms the Radcliffe Lions held a Fashion Show at the Grange Hall last night. He would like to thank all staff at the Grange Hall in providing an excellent service.

Standing orders resumed at 7.10pm

8. Grange & Grange Hall Finance

April 2016 – March 2017

Figures for Actual/Forecast and Budget were provided and discussed.

Resolved "To note and approve the Accounts".

9. Hall Manager Report

Grange Hall & Grange Bookings Nov/Dec/Jan

Bookings are good and it was noted two large bookings have been taken this week. The Party Season for booking large parties in January and February is also starting and looking good. Cllr Dunn confirms she is looking after the rota in the Hall Manager's absence and will be sending out reminders to the Cllr volunteers in November for all forthcoming events. Also, sometime in December the rota for next year will be e mailed to Cllrs. Cllr Dunn asks for all volunteers to submit their responses for the Hall Manager's return. Cllr Dunn will also attend the events meetings. Transport to help residents to Christmas parties was discussed. It was agreed this was a personal service offered by Cllrs as individuals and not something offered by the Parish Council.

10. Grange Bookings

The Grange bookings are slightly down, however it is intended to publicise the Grange more, to include weekend promotion. It was noted that the WEA Group appear to be expanding, which in turn has improved the booking figures during the weekdays.

11. Customer Comments Forms/ Other Feedback

Other than positive comments from the Lions, no customer comments or other feedback has been recently forthcoming.

12. The Grange Free Bookings: Radcliffe Conservation Group

The Radcliffe Conservation Group has just booked for their Annual AGM the first week in December.

13. Events Review and Financial Analysis

The Events Calendar and figures for Summary of Events 2016/17 Actual/Forecast and Budget were provided and discussed.

Resolved "To note and approve the Accounts".

14. Marketing / Leaflets

Not been progressed due to staff absences

15. Grange Hall

Boiler Update and Report to Consider (if available at time of meeting)

The report from HMS Consultants, which includes the Grange Hall Boiler Specification arrived at the Parish Council Office today. The Parish Council will be making their comments on this first draft. A meeting will be held with Cllr Budworth, Cllr Clegg, Cllr Bailey and Chairman of the Council to discuss the report. Other Cllrs who have an interest in this issue are also invited to this meeting.

16. Pet Service in Grange Grounds to Consider

The Parish Council has been approached by Roy Taylor who has asked if it would be possible to have a mass pet blessing in the Grange Grounds. During discussions it was noted the Village Show have dog shows in the grounds. The type of animal that would attend the blessing was also discussed, and also the regularity of the blessings. The Clerk confirmed the RSPCA would have a collection bucket to raise funds for their charity at this event, however the Chairman requested additional information to be available at the next meeting before any decision is made.

17. The Grange

Portable Ramp: to Consider Effectiveness.

The Chairman confirms that at the last meeting the portable disabled ramp was discussed, and the ramp should be out on display at the end of tonight's Meeting. The ramp is effective to date, however at the moment a disabled person should be accompanied to access the building, as the doorbell to the office is just inside the building near the stairs and the portable ramp is located under the stairs. It was confirmed that THERA use the portable ramp at the Grange every Thursday, but they have had recent difficulties as the ramp has to be set up there is no outside doorbell or assistance notices displayed. It was agreed in the interim a notice plaque be placed on the outside of the Grange and a second outside doorbell installed before any decisions are made on installation of a permanent ramp. If the portable ramp is in situ the front door has to stay open which will cause the office to get cold, and there is a 'lip' on the ramp that a walker may trip. It was agreed the kitchen door entrance is not a feasible option for disabled access, or the installation of a lift which will be very costly.

It was suggested that website information and a foot note be included on the pre booking form for disabled users at the Grange. Cllr Budworth suggests that the Parish Council takes advice from the DDA regarding the installation of a permanent ramp. Cllr Culshaw feels the Parish Council needs to look at costs and do more regarding permanent easy access for wheelchair users at the Grange. The Clerk notes the current portable ramp does not take too much room when set up, so a permanent ramp with an automatic door would be a viable option for the future. The Clerk will look into costs for a permanent ramp and automated door.

18. Correspondence

The Clerk confirms that there have been notes left in the suggestion boxes by Grange Users complaining the cups had gone and were unhappy with the quality of the mugs now supplied. This has now been addressed by the Caretaker.

19. Councillors' Reports

- Cllr Budworth confirms a lot of hard work went into organising the closure of the roads at Remembrance Day Parade on Sunday. A Pre-Meeting was held on Saturday and thanks go to Cllr Neil Clarke who organised and purchased the signs and the cones to close the roads in Radcliffe. For next year Cllr Budworth suggested a sign at the RSPCA off the A52 to pre-warn drivers and to close the road until the parades were finished. There was a good turn out from residents and he was pleased to see the young cadets marching. A microphone for people at the back to hear was suggested for next time.
- Cllr Thompson noted that when using the Grange Hall for the Drama Group, there were no drinking glasses available. Glasses were therefore borrowed from the Grange. Cllr Thompson asked that an inventory be done for both buildings for glass tumblers as there didn't appear to be that many available. The Clerk confirmed that if people have big events, they are asked to provide their own glasses, however the Parish Council provide the crockery.
- Cllr Spencer confirmed that the Drama Group are still looking into providing a lighting box at the Grange Hall. ROTSPA and the Radcliffe Drama Group will provide some funding for this project. Until this can be done permission is asked to take out a brick at the Grange Hall to see where the metal structure cavity is to put a camera down. The brick will then be replaced. This was agreed and information would be reported back to the next Grange Hall Committee Meeting.
- Cllr Joe Bailey confirms the half term Children's Cinema wasn't a great success and was disappointed that only 30 attended. It was felt that the wrong choice of film was chosen, and was not suitable for younger children. Lessons were learnt however and the choice of film will be looked at more carefully for next time.
- The Chairman confirms that most people attending the children's film were appreciative of the price reduction of tickets to £2. The Silver Cinema tickets for 'Calamity Jane' are already selling and there are no complaints of the ticket price increase to £2. The Chairman also asks the Cllrs for any ideas to put forward to the 2017 Events Committee.

20. Date of Next Meeting

Monday 16 January 2017

There being no further business the meeting ended at 7.48pm.

Signed: Chairman

Date