

Radcliffe-on-Trent Parish Council  
Grange Hall and The Grange Management Committee Meeting, held in the Radcliffe Room, The Grange on  
Monday 16 January 2017 at 7pm

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

Cllr Joe Bailey (Vice Chairman)  
Cllr. Graham Budworth  
Cllr Gillian Dunn  
Cllr. Josephine Spencer  
Cllr. Alice Tomlinson (A)  
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. To Approve Apologies for Absence  
Cllr Georgia Moore and Cllr Alice Tomlinson - Approved
2. Declarations of Interest  
None received.
3. Minutes of the Previous meeting held on 14 November 2016, for approval  
Resolved: "That the minutes are approved as an accurate record and signed by the Chairman".
4. Chairman's Announcements  
The new Kitchen and Bar area floor has now been put back to be laid at the same time as the Main Hall floor re-seal in March 17. Additional information is still required for a Pet Service in the Grange Grounds. A new doorbell and disabled assistance signs are now in place at the Grange, and thanks go to all Cllrs who have recently attended the new Grange Hall pricing Working Group meetings.
5. Clerk's Report on Items from Previous Meeting  
M.17 Portable Ramp: to consider Effectiveness  
The PC now has a quote to install a permanent disabled ramp and automatic door at The Grange. Two more quotes will be asked for and members can then consider if they wish to take further action on this project via a grant funding application /or other source.
6. Open Session for members of the public to raise relevant matters, limited to 15 minutes  
No Items raised.
7. Grange & Grange Hall Finance  
April 2016 – March 2017  
Figures for Actual/Forecast and Budget were provided and discussed. The Utilities figure for the Grange in June and December appeared high, so the Clerk will re-check these figures.  
Resolved "To note and approve the Accounts".
8. Hall Manager Report  
Grange Hall & Grange Bookings Nov/Dec/Jan  
Grange Hall bookings are taking off and the PC Office staff are receiving plenty of enquiries for availability. There has been a price review and most of the existing customers have been informed. It was noted that there is a waiting list for potential new customers who require regular weekly bookings.

9. Grange Bookings  
In the absence of the Hall Manager the PC Office has had lots of enquiries for The Grange, although more weekend bookings would be welcome.
10. Customer Comments Forms/ Other Feedback  
No customer comments or other feedback has been recently forthcoming.
11. The Grange Free Bookings:  
There are no Grange Free Bookings to note.
12. Events Review and Financial Analysis  
The Events Calendar and figures for Summary of Events 2016/17 Actual/Forecast and Budget were provided and discussed. It was suggested that a cinema be provided for the older children in the village and the Events Working Group would consider this at their next meeting. It was also noted that the Fun Day attendees were not listed, the Clerk will check the figures. It is proposed the 'Proms' event is held indoors in the Hall this year as there is minimal financial risk compared to the cost of £2,000 for the outdoor screen. The Fun Day change of dates in August was discussed, however a decision will not be made until the Hall Manager's return. Dates for the Christmas Band concert will be earlier this year and the details and dates for the Christmas Coffee morning will be discussed at a future events meeting.  
Resolved "To note and approve the Accounts".
13. Marketing / Leaflets  
Nothing to report.
14. Grange Hall  
Boiler Update and Report to Consider  
Site visits have taken place and the completed Tenders for the Grange Hall Boiler system are due to come back to the office on the 3<sup>rd</sup> February 2017. Four tenders went out to approved contractors however to date only three companies have visited the Hall.
15. Additional Bar Fridges: To Consider  
The Bar Pump and Line system have been removed from the Trent Room Bar due to maintenance costs. Therefore anyone wishing to run the bar has to bring in bottled beer. The existing fridges do not have enough capacity for these occasions so additional fridges are needed. There is room in the bar for two more fridges, so measurements and costings will be available for the next Grange Hall and Grange Management meeting for consideration.
16. Use of Hall for Sport: To Consider  
Noted and discussed. Cllr Spencer requests that sport such as badminton is considered as a new use at the Grange Hall. Cllr Barton agreed there is a lack of sporting facilities in the village and the idea should not be ruled out. A report and further investigation is required and should be listed as a future agenda item. In principle sport should not be barred, but there would be parameters as to what sport would be allowed in the Hall. The Chairman confirmed this subject is to be discussed briefly and to then decide if a working party is required to go forward with the idea. As there is a waiting list for people to book the Hall it was asked if it would be worth the expense of changing the use of the hall for sport, plus the additional maintenance costs for extra wear and tear on the floor. Additional income from indoor bowls could be made however with minimum wear & tear to the floor, as it would be covered with mats. It was agreed that a Working Group be formed (Cllrs JS, DB, JB, SC) Cllr Clegg would arrange the meeting to discuss the pros and cons of this issue.
17. Lighting Box Research Project: Update  
Noted and discussed. Cllr Spencer provided rough plans of the proposed area in the Grange Hall for a new lighting box. Costings were also discussed and it was suggested that donations would be forthcoming from various local groups and ROTSPA so that the PC did not have to fund the whole project. Questions were raised regarding the potential usage and order of priority for the Hall. Other issues such as the specification, electrical wiring and contributions from other users also has to be addressed, so it was agreed to form a Working Group (Cllrs JS,PT, SC) to include Jeremy Row and Jon Jones and for the Group to report back at a future meeting with more information.

18. The Grange  
Nothing to Report

19. To Receive and Approve Recommendations from the Pricing Working Group re: Pricing Review & Impact of Opting to Tax

Noted and discussed. The Chairman confirmed there had been a number of Working Group Meetings to arrive at the new recommendations and Grange Hall / Grange Charges Guide. Cllr Culshaw states there is a price disparity between the Hall and Trent Room booked separately or together as a single option. This was noted and agreed to omit the single charge for booking the Hall Trent Room together. Support Cost differences between large and small functions are also discussed, bonds and the effects on regular users, and discounts. Members were provided with a list of regular customers and agreed with the discount applied. All customers are able to complete a discount application form for consideration. (Criteria will be based on benefit to Radcliffe). All prices now include VAT at 20%. Cllr Culshaw suggested that all these issues require interpretation and should be made clearer to Hall Users. The Clerk confirmed that an excel spreadsheet is currently being developed in the office so that entries for booking requirements will automatically be calculated ensuring accuracy and consistency. Members also noted that any bookings for the Grange building would no longer qualify for discount.

It was Resolved "That the revised Grange and Grange Hall Price Guide be implemented as of 01 February 2017 subject to the omission of a single price for the Hall/Trent Room." It was noted that formal approval to Opt toTax would be requested at the next Finance and General Purposes Committee.

20. Correspondence  
None received.

21. Councillors Reports  
None received. Although the chairman confirmed that she had recently met the new Methodist Ministers wife, who had invited the PC to their welcome meeting on the 12<sup>th</sup> March 17.

22. Date of Next Meeting  
Monday 13 March 2017

There being no further business the meeting ended at 8.28pm.

Signed: Chairman .....

Date .....