

Radcliffe-on-Trent Parish Council
Grange Hall and The Grange Management Committee Meeting, held in the Radcliffe Room, The Grange on
Monday 25 September 2017 at 7pm

Cllr. David Barton	Cllr Joe Bailey (Vice Chairman)
Cllr. Penny Astill	Cllr. Graham Budworth
Cllr. Martin Culshaw	Cllr Gillian Dunn
Cllr. Jean Robinson	Cllr. Josephine Spencer (A)
Cllr. Pam Thompson (A)	Cllr. Alice Tomlinson
Cllr Georgia Moore	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, Hall Manager - Lisa Simpson and one member of the public – (Cllr K. Agar)

1. To Approve Apologies for Absence

Cllr Pam Thompson, Cllr Josephine Spencer – Approved.

2. Declarations of Interest

None received.

3. Minutes of the Previous meetings held on 10 July, extraordinary – 24 July and extraordinary 07 August 2017 for approval

Resolved: “That all three sets of minutes are approved as an accurate record and signed by the Chairman”.

4. Chairman’s Announcements

- A reminder that the Rockley Park Commemoration Event is being held on Sunday 15 October, 2.15pm at the Park and 3pm for an exhibition at the Grange organised by the WW1 Group. Councillor volunteers needed to help meet and greet.
- All Cllrs have been provided with the Remembrance Day Parade Information.
- Another successful Village Show, thanks to the hard work of all involved, Lisa Simpson and the Village Show Committee. The date for 2018 will be 9th September.
- Looking forward to the Christmas Events coming up soon.

Clerk’s Report on Items from Previous Meeting

5. M.9 Lighting/Sound Box for Grange Hall

This proposal had been put on hold for the time being.

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

Standing Orders suspended at 7.06pm

Cllr Agar, Vice Chair of Planning & Environment updated members on the Neighbourhood Plan Referendum promotion. Cllrs Agar, Budworth, Banner and RBC Cllr Upton were in the Village Centre last Saturday morning and were inundated by many residents wanting to find out more about the Plan. The website has also been changed to ensure it reaches a wide audience. Cllr volunteers are needed to help with the next Village centre promotion, potentially this Saturday. Cllrs Tomlinson and Astill offered to help. Cllr Tomlinson also advised that it has been discussed heavily by mums and dads at Playgroup.

Standing Orders resumed at 7.08pm

7. **Grange & Grange Hall Finance**

April – August 2017

Noted and accepted

Hall Manager Report

8. **Grange Hall & Grange Bookings August/September/October**

Bookings are steady and following on from the Pricing Review to be discussed later this evening, a marketing campaign would be organised. The Hall is ideal for conferences and LinkedIn is being researched as a potential social media tool to reach potential customers that could make use of the facility. Facebook statistics show that the Village Show information reach an audience of over 6,670.

9. **Customer Comments Forms/ Other Feedback**

The Carnival Committee has thanked staff and Cllrs for the help on the day, positive feedback has been received.

10. **The Grange Free Bookings**

There were no Grange Free Bookings.

Events Review

11. **Financial Analysis Village Show 2017**

The net results showing a positive outcome of £1,362 against a budget of £400. Thanks go to Lisa Simpson for her efforts in obtaining donations and sponsorship for the day.

12. **Financial Analysis April- Part Sept 2017**

Noted. Year to date showing positive net results of £2,024 against budget of £1,350. Clarity was required on the Rockely Park event figures. The Clerk would enquire.

13. **To Arrange an Events Working Group Meeting**

The Hall Manager would email Working Group members to arrange a suitable date.

Grange Hall

14. **Pricing Review: To Approve the Working Groups Recommendation from Feb 2018**

Members were provided with a revised price list to come into effect from February next year, giving plenty of notice for community organisations to be aware of any implications effecting them. The main changes are a reduction in the Trent Room hourly rate, 40% discount to be reduced to 20%, reduction in bar hire fees and the omission of corkage charges. The wording of FOC Equipment has been changed to complimentary. Support costs continue to be included to ensure fair rates for all users. The alternative would be to increase hourly rates for all regardless of the type of event.

Cllr Culshaw advised that he does not agree with support costs and feels that the staff should not implement this charge using their judgement on the type of booking.

Resolved” That the revised price list is implemented as from 01 February 2018.”

15. **To Consider Implementing a Pricing Policy**

There was debate on the difference between policy, guidelines and statements and the restrictiveness of these. Cllr Culshaw advised that a policy was necessary to outline three clear principles being, simple, clear and fair. The Clerk highlighted that a policy on pricing may end up contradicting other areas of Council commercial activity eg. the Cemetery and Events and therefore if a policy was to be implemented it should take into account all these areas. Cllr Moore reminded members that all Cllrs had adopted the Code of Conduct referring to the seven principles of selflessness, integrity, objectivity, accountability, openness, honesty and leadership and further specific policy was not needed in this instance.

Cllr D Barton moved that the motion be amended and proposed, (seconded by Cllr Culshaw) “That Cllrs Bailey and Culshaw be tasked to produce a charging principles policy with regard to all Councils commercial activities.” (*Noting that this would need to be considered by Full Council*)

Resolved: “not to approve the creation of an overall principles policy.”

Cllr Joe Bailey proposed that a Grange and Grange Hall only policy be created by himself and Cllr Culshaw for future consideration. As per the motion on the Agenda (seconded by Cllr Culshaw).

Resolved. “not to approve the creation of a Grange/Grange Hall Pricing Policy.

16. **The Grange**

Nothing to report.

17. **Budget 2018/19 To Consider**

Staff put forward the following observations and asked members to contact the office for specific priorities or other suggestions.

- Refurbishment of Changing Room 1.
- Replacement of Stage Flooring
- TV Screen in Trent Room (for laptop connection)
- Storage rack for rectangle tables
- Replacement rectangle tables
- Decoration at the back of the stage
- Decoration of the Hall ceiling
- Scaffolding to enable cleaning of gantry and lights
- Hall external back doors – delaminating
- Sound & Audio connections at the back of the Hall
- Replacement Hall Chairs
- Health and Safety requirements following review

Cllr Budworth also suggested that the radiator valves in the Grange are not efficient when hiring out a multi-use facility as people turn them up and then leave them. A standard set heating system may produce fuel savings.

18. **Correspondence**

Thank you email received from the Carnival Committee.

19. **Councillors Reports**

- Cllr Bailey advised that his wife attended the Last Night of the Proms event, thoroughly enjoyed it and hoped it would continue next year.
- Cllr Budworth advised the Village Centre Neighbourhood Plan Promotion last Saturday was a big success with residents queuing up to find out more. Requested more Cllrs helped with these Village Centre Promotions as not all residents are ‘on-line’ and it is a great way of getting information to them. *Cllr Tomlinson will help – times advised 10am-1pm on Saturday.*
- Cllr Moore attended the Bingham Church Civil Service last Sunday.

21. **Date of Next Meeting**

Monday 13 November 2017

There being no further business the meeting ended at 8.05pm.

All recordings of the meeting to cease.

Signed: Chairman

Date