

Radcliffe-on-Trent Parish Council
Minutes of the Amenities Committee Meeting, held in the Radcliffe Room
at The Grange, on Monday 29 July 2019 at 7pm

Cllr Alice Tomlinson(Chairman)	Cllr Barbara Deavin (Vice Chairman)	Cllr Tracy James
Cllr Norman Bradley	Cllr Gillian Dunn	Cllr Anne Mcleod
Cllr Abby Brennan	Cllr Diane Farthing (A)	Cllr Sonal Modhvadia (Ab)
Cllr Maggie Clamp	Cllr Lorraine Foster	Cllr Alice Tomlinson
Cllr Harry Curtis	Cllr David Graham	Cllr Alan R Harvey

Ex-officio: Cllr Josephine Spencer (PC Chairman) Cllr Sue Clegg (PC Vice Chairman)

Also present Jacki Grice (Parish Clerk), Lisa Simpson (Hall Manager) Jacque Earp (Admin Assistant) and two members of the public.

1. Apologies

Cllr Diane Farthing – Approved.

2. Declarations of Interest

There were no declarations of interest.

3. Chairman's Announcements

- Welcomed new Committee member Cllr Alan R Harvey to tonight's Amenities Committee meeting and thanked Vice Chairman, Cllr Barbara Deavin for chairing the last Amenities Meeting on the 17th June.
- There is a crack in the side of the house adjacent to the PC Cemetery that may have been caused by tree roots. The owners have had the trees cut down. They have now asked for permission to install a soakaway which will intrude into the Cemetery land as the gutters do not drain well. All works to be made good. The Clerk will liaise further with them.
- After the recent burglaries in the village, Police have confirmed three youngsters have been arrested for these offences. The Chairman asked for residents to look out for each other and to ensure doors and windows are secured during the warm weather.
- On Friday last week a member of the PC Groundstaff was upset after an altercation with a man who had sleeping up at Rockley Park Pavilion. This incident was reported to Police and they will now investigate this. Since the incident it was noted that Police were at Rockley Park early Saturday morning.

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

Standing Orders were suspended at 7.06pm

- A member of the public didn't think it was appropriate for local businesses to use the large Notice Board near to the RSPCA for free advertising when it should be used for the Events taking place in Radcliffe. The PC was requested to contact the local business to confirm the Notice Board is used for Village Events only. Understood the reasoning behind the PC decision not to take on the running of the Live and Local/Village Venturers Scheme, however hoped that in time the PC reconsider their decision as Radventures had put on events for 15 years, will continue to put on two more at the Grange Hall and over the years have made money and have purchased the village sign at the mini –roundabout.
- Phillip Taylor summarised the update for Radcliffe Conservation Group activities including:
 - The Dewberry Hill Moth Survey morning on the last Sunday- 28th July was cancelled due to heavy rain. The survey is expected to continue into the Autumn and the public morning will be rearranged at some stage.
 - There will be a work session at the Riverbank this Sunday 4th August. Volunteers to meet at the Rockley Park at 10am, and should wear appropriate protective clothing.
 - Recent uncommon sightings of Moths, Butterflies and fish have been found.

- Is aware the upper section of the Cliff Path surfacing issues are being dealt with by the NCC Rights of Way Team when they can prioritise it.
- Noted some pruning of Hawthorn has been done along the Cliff Top and the cuttings had been left underneath the tree.
- The Golf Club have mowed at Dewberry Hill and it would be useful to speak to the groundsman about filling the gaps in the boundary.
- Is aware the Clerk is working on arranging a meeting for the Lily Ponds and Dewberry Hill Management Plan at the moment and would be useful for the Cllrs involved to visit each site.

Standing Orders were reinstated at 7.15pm

5. Minutes of the previous meeting held on 17 June 2019 for approval
Resolved: "That the minutes were approved and signed by the Chairman."

6. Clerk's Report on items arising from these minutes

M.4: The outstanding repairs to the Cliff Path have been chased up to NCC, but to date these have not been done.

M.8: The portable projector for the Grange Hall has not been ordered yet as research is still ongoing into the most suitable one available.

M.13: The Hilda Dowson Ceremony date has now been put back to the 24th August, due to delays on the manufacture of the memorial plaque.

M.17: The 5 year Management Plan for both nature sites still need reviewing.

M.20: The plastic panels in the Public toilets have bowed in the recent heat wave as the bonding had melted. Thoresby's have been asked to look at this issue and to look at a solution.

M.25: The heating system work at the Bungalow was completed last week. Other internal works, the garden and additional fencing can now be progressed.

M.30: The Archaeological Society carried out test digs at Rockley Park and found items that went back to the 16th and 17th Century.

7. Grange and Grange Hall: Hall Manager Report

The Grange Hall bookings continue to grow and there are now even more regulars using the Hall. One Wednesday regular has had to discontinue, however there is another 'Bring Baby to Pilates' booking for the Trent Room and it is hoped another large weekly booking for the Hall. Currently bookings are now being taken for 2021. Bookings for The Grange are in a quiet period for the summer holidays, however there is a new regular Indian Cookery Course booking for a Thursday evening and Saturday evening which is going very well.

It was confirmed the Grange Hall advertises all its events on Instagram, Facebook, and Emails. An ROTPC Twitter account is also active and advertising is shared via Facebook to The Fountain via 2,000 members.

Has now compiled all the names for the Events Committee, so will work with the Clerk this week to arrange a first Events Committee meeting. The Clerk will attend and advise on finance for this initial meeting. Although the Committee will be large, the core group will consist of Cllrs who attend the Events and Marketing Working Group.

The Village Show is coming together quickly, sponsors include NCC, Cotgrave Service Station, Radventures, and John Stephens Builders Merchants. Michon Ltd have also just agreed to do all the branding free of charge and Cllrs were asked if they could volunteer on the Village Show day.

8. Fabric Screen Offer

At a recent wedding reception at the Grange Hall a voile screen was used to cover over the burgundy curtains to match a colour scheme and the user has now offered the screen to the PC in return for a donation to the charity 'Nerve Tumours UK'. Cllrs agreed the voile looked good, but would require fireproofing. Storage would also need to be accommodated. Under Policy Regulations, the PC are not allowed to make any donations to Charities. On behalf of Radpanto Cllr Spencer agreed to a donation of £30.

9. To Consider More Window Openers for Radcliffe Room
Cllrs agreed it was a good idea to have more window openers for the Radcliffe Room so that in warm weather the air could be circulated instead of the emergency doors being opened.
It was Resolved: "That the office will obtain quotes for more window openers in the Radcliffe Room, to be bought back to a future Amenities meeting for consideration or considered for 2020/21 Budget."
10. Events Planned 2019 (note Hilda Dowson Event now 24th August)
Some Cllrs were disappointed that this event had now been moved to 24th August as this date fell on the Bank Holiday weekend and would not be able to attend.
11. Events Financial Forecast April – June 2019
Noted and accepted. The Village Show hopes to have good sponsorship for this year and there is £800 worth of sponsors to date. Portable toilets were discussed as budget consideration for the next Picnic in the Park Event, as the Rockley Park Toilets were not adequate enough for this year's event.
12. Notes of Village Show Meeting Held 15.07.19
Noted. For Cllrs information.
13. Grange and Grange Hall Financial Forecast April – Part July 2019
The Clerk confirmed that £900 of The Grange Maintenance Budget had already been spent and the window openers for the Radcliffe Room would be expensive, so funding for these may have to be gleaned from another source. It was noted that the figures for re-chargeable staff was high, however it was confirmed these relate to Duty Officers and Pot Washers and that their charges are consequently passed onto Hall Customers.
14. Amenities Financial Forecast April – Part July 2019
Noted and accepted. The Cemetery is doing very well and there will be Cemetery projects coming up soon. Cllrs were asked to consider the LIS shortfall: for discussion at Agenda item 19.
15. Radcliffe Conservation Group: Update & Consider 2nd Pocket of Land for Mowing
The Clerk confirmed there are 3 or 4 pockets of land at Dewberry Hill to make wildflower meadows and it was agreed at the last budget meeting to reserve money for work at the Lily Ponds and Dewberry Hill. The top meadow will be £690 for cutting one section. The pollarding and a pathway for Dewberry Hill was also suggested but will not be sustainable due to ongoing maintenance issues. Therefore another option is to make a second pocket of land a meadow. The Grass Mowing contractor will be asked if he can quote for this area, if Cllrs wish to take up this option. The 2nd pocket of land is similar in size to the top meadow and was cut last year. £2,000 was budgeted under 'Nature Reserves' for both village nature sites although some costs have been reduced as the Golf Club have done the mowing at Dewberry Hill. The PC Chairman is concerned that the nature sites are not being left 'wild' and would prefer money to be spent on other parts of the village. The Chairman commented that wild life areas should grow, but always be safe and accessible to visitors. The Clerk confirmed the aim is to encourage more wildlife in these areas, similar to the Railway Station wildflower meadow, but areas need to be initially cut back for this to happen. The Chairman then asked for more information before a decision could be reached and for the Clerk to obtain a quote from the Grass Mowing Contractor in time for the next Amenities meeting on the 2nd September.
16. Wharf Lane Recreation Ground
Skate Park Update
Cllr Graham attended a recent meeting with the Skatepark User Group and Canvas Contractors. This meeting was to finalise the design and the level of detail has been immense. The works commencement date has again slipped to the first week in September.
17. Litter/Recycling
It was noted that a young resident had recently completed 3 months of litter picking at Wharf Lane as part of his Duke of Edinburgh Award and he has enquired if recycling facilities will be considered as part of the Skatepark Project. Members asked the Clerk to investigate options and costs.

18. Track Lighting Repairs: To Consider

The NCC Wharf Lane Track Lighting repairs quotation was considered. It was noted the new Skatepark will put Radcliffe 'on the map' and more lighting is required in this area which will benefit all residents and visitors. The lighting is controlled from the Football Pavilion, so it was suggested the Football Club Chairman could be contacted regarding the possible purchase of timer switch controls for future consideration.

It was Resolved: "To approve the NCC quotation of £1,889.21 + VAT to replace 1 lamp column and 4 lanterns at the Wharf Lane Recreation Ground Track."

A further column will also be replaced by ENVA's insurers as one of their Lorries knocked it down.

19. Letter from Radfest (Permission to host Event 2020)

Noted and considered: It was Resolved: " To grant permission for Young Radcliffe to use the PC facilities of the Recreational Ground at Wharf Lane on Saturday 20th June 2020 to host Radfest 2020."

20. NCC LIS Refurbishment Project – 25% Grant Awarded: To Consider Funding Shortfall or Reduce Project

Cllr R Harvey was concerned that only 25% of the LIS Grant had been awarded to the PC as NCC guidelines clearly states 50% Government Grant match funding is available and there is no reference to an offer of a reduced percentage. It was suggested the NCC now be contacted for an explanation and for the PC to ask for the 50% match funding again. If the NCC refuse the PC, then £5,500 needs to be found from other sources. It was proposed the outstanding £5,500 is taken from three sources: £2,000 taken from The Grange Park Project, (Election Funds Savings) proceeds from the sale of the Ride on Mower (expected to sell at £3,000) and £500 from the Village Asset Fund. The Clerk noted that the wording on the LIS application is 'up to a maximum of 50% match funding' and that the PC did benefit from a £50,000 LIS scheme last year: £10,000 for the Signage Project and £40,000 for the Skatepark. It was Resolved: "To return to the NCC and enquire why only 25% of the funding was awarded to the PC for the Wharf Lane Refurbishment Project and not 50% as applied for."

And it was also Resolved: " If the NCC refuse to increase the funding for the Wharf Lane Refurbishment Project, the PC will source the shortfall of £5,500 in support of the whole project from the underspend of The Grange Park Project, proceeds from the sale of the Ride on Mower and Village Asset Fund."

21. Security of Car Park Access Areas: To Consider Long Term Options

Cllrs discussed the pros and cons of concrete blocks to hinder access by trespassers onto Wharf Lane Recreation Ground. Members were provided with indicative costs. However, Cllr Brennan, Cllr Spencer and The Clerk met with the RBC Solicitor this week to discuss the legal options available to the PC and partners to deal with trespassers in the future. Cllr Brennan has offered to create a Communications Protocol. This and a full proposal on legal options will be presented to Full Council on the 30th September after discussions with Village Stakeholders. Therefore it was agreed to defer any decision on the concrete blocks as the matter would be dealt with as a whole at Full Council.

22. Ride On Mower: To Consider Sale of

The PC Ride on Mower is no longer used and it was valued at £4,000 18 months ago. The Clerk confirmed that currently there are 3 or 4 local organisations who are interested in purchasing the Mower, however it needs servicing before its sale and a further unbiased opinion on valuation is awaited.

It was Resolved: "To agree to the sale of the Ride on Mower, and to authorise the Clerk to make the arrangements and get the best price for it"

23. Christmas Lights: Working Group Recommendation To Approve

The Working Group recommended that the budget non-allocated balance of £3,000 be used to install a statement standout Christmas Tree and lighting where the 3 tier planter stands in the Grange Grounds. Members did not support this recommendation and wanted the 3 tier planter to remain in situ with garden canes and lighting.

It was Resolved: "That garden canes and lighting are installed during the Christmas Season on the 3 tier planter".

Members however, wished to still consider a Christmas Tree elsewhere in the Grounds.

It was Resolved: " For the Working Group to once again research alternative locations and costs involved for a real Christmas Tree and Lights."

Amended Proposal: For the Working Group to carry out further investigation on fake trees/ festive structures as well as a real one.

It was Resolved: "To accept the proposed amendment that the Working Group is tasked to investigate costs and locations for a real tree or a fake tree."

24. Trees

RBC Community Tree Scheme

The Chairman suggested to take advice from Groundstaff as to where the 10 available free trees, for the PC could be sited in the village according to their type and maintenance involved and to include Community Groups and Organisations. Cllrs agreed it would also be useful for a 'Tree Working Group' so further discussions and considerations can be made.

It was Resolved: "That a Tree Working Group be formed consisting of Cllr Clegg, Cllr McLeod and Cllr Deavin to discuss further details in relation to the types of tree offered in relation to their location on PC land and to report back to a future Amenities meeting and by the RBC time deadline for applications of 30th September 2019."

25. Tree Warden Nomination

A member of the PC Environment Working Group has offered to be the Radcliffe Tree Warden, and will report to the RBC if any trees needing attention are found.

26. Valley Road: Resident Requests

Cllrs agreed that the trees requested for pollarding are very old and are valuable to the PC and are reluctant to take action, based on findings from the Arborists Report.

It was Resolved: "That the Clerk contact the Arborist to seek permission to share his report onto the residents who are concerned about PC Trees at Valley Road".

27. War Memorial St Marys Church Yard: Update and Repair/Cleaning Information

There has been another emailed update received today from the Vicar of St Mary's Church.

Unfortunately there has been no further progress made and no repairs can be made until the faculty has been granted.

28. Correspondence- Resident Email: Cliff Top Benches

A resident requested again that benches be moved on Cliff Top. Cllrs agreed it would be irrelevant if the benches were moved and would not solve the anti-social behaviour. This is a Police matter and the Clerk will write to the resident in response to this request.

29. Councillors' Reports

- An update was provided to members regarding the anti-bird spikes, in that the resident who created it wished to remove them himself. The Clerk was reminded of the resolution made at the at Last Full Council Meeting to remove the anti-bird spikes from the totem pole in the Grange Grounds and asked that this is done by the PC Contractors as soon as possible.
- Cllr James who is a member of ROTSA confirmed a bill had been received for the clean-up operation of the Bingham Road playing Fields and asked for a 1/3 contribution from the PC towards the total costs. ROTSA should now put in a formal request for this to the Clerk, to be presented to F&GP.
- Cllr Brennan has met with Police and RBC Officers and all Key Agencies and information will be incorporated into the Communications Protocol with regard to trespassers on village land. All agree there are communication improvements to be made, and it is hoped for a quicker response next time.
- Cllr McLeod confirmed the Archaeological Society will be visiting the Grange Grounds for 2 days in September and is hoping for an underground 6ft pattern of the grounds using mapping equipment to show any previous housing or buildings. This information will be then shared with the PC. The Memorial Park dig at the weekend was almost rained off, however one hole was dug and items were found. As a thank-you £50 will be donated towards the Village Show.

- Cllr Clegg confirmed that 4 Cllrs, 2 Police Officers and Cllrs and Clerks from other local areas attended a Police Setting meeting. The main topic was Trespassers, Car Theft, and Summer Burglaries in the area. There will be another meeting in October.

28. Date of Next Meeting

Monday 02 September 2019

There being no further business, the meeting closed at 9.pm

Signed: Chairman Date

Draft Unapproved