

Radcliffe-on-Trent Parish Council
Minutes of the Extraordinary Full Council Committee Meeting held by remote zoom video conference
on Monday 05 October 2020 at 7.pm

Cllr Maggie Clamp
Cllr Matthew Douglas
Cllr Lorraine Foster
Cllr Tracy James

Cllr Gillian Dunn
Cllr Diane Farthing
Cllr David Graham
Cllr Harry Curtis

Cllr Anne Mcleod
Cllr Alice Tomlinson
Cllr Sonal Modhvadia (from 7.47pm)
Cllr Phil Thomas

Cllr Josephine Spencer (PC Chairman), Cllr Sue Clegg (PC Vice Chairman)

Also present Jacki Grice (Parish Clerk), Jackie Earp (Admin Assistant), Sally Horn (Accounts Clerk), RBC Cllr Neil Clarke and Cllr Roger Upton, NCC Cllr Kay Cutts and two members of the public

1. Apologies
None received.
2. Declarations of Interest
The Chairman declared an interest at item 10c the Manor House Grant Application and did not take part in discussion or vote.
3. Council Vacancy: To Note Expression of Interest and Consider Co-option
The Chairman was delighted Barbara Deavin was returning to the PC. It was Resolved: "The PC members approved the co-option and readmission of Barbara Deavin to Radcliffe Parish Council."
4. Minutes of the Full Council Extraordinary Remote Meeting held on 21st September 2020 for Approval
Resolved: "That the minutes were approved as an accurate record and will be signed by the Chairman at the next available meeting."
5. Chairman's Announcements
There has been a request to 'live stream' PC zoom meetings, as per RBC. The Clerk will include this request as a future Full Council agenda item.
This year's Remembrance Service will not be taking place in its usual format due to Covid 19 restrictions. A party of only six will be laying the wreath at St Mary's War Memorial, to include PC, RBC, NCC, Church and British Legion Representatives. It is hoped this event will be live streamed via YouTube, however the Vicar is still finalising all arrangements and these will conform within current regulations. RBC Cllr Clarke will also keep the Chairman updated as the arrangements are unconfirmed and Government guidance may change.
Had an opportunity to walk around the 'Radcliffe Plantation' a few days ago. This is a fantastic asset to the Village and a haven for animal and plant life. All Cllrs and residents are encouraged to have a walk in this area.
6. Clerk's Report on Previous Minutes
M.4 & M.5 (prev M.17) Sink Hole and Culvert
The Chairman and Cllr Tomlinson held a site meeting with representatives of N.C.C and STW at Wharf Lane. It was confirmed that the Culvert under the football pitch is the responsibility of the PC as riparian owner. Now that the repair has been carried out in the constantly failing section and a scanning report received, it was their opinion that it would not collapse in the next few decades. The sink hole at Valley Road has appeared again for the third time in 4 years. STW believe they may have drainage pipework in this area and will report back to the Clerk after investigations.

M.7 Surgery Forum Representatives

This group has yet to meet, Cllr Thomas will raise Parish Council representation with the group at the next meeting.

M.15 Skatepark

There is no update yet from the Skatepark lighting engineers.

M.18 Bungalow Tenancy

There is no update yet on whether the current tenants wish to extend their tenancy.

M.19 Village Emergency Contact Database

The Working Group recently met and considered a number of issues to progress this in line with GDPR requirements. The Clerk is tasked with typing up policy and creating an opt in/out template for residents. This form can also be put on the website in future.

M.20 Press and Publicity Working Group

The website accessibility audit has been carried out and it is now as compliant as much as possible (noting the disproportionate burden in changing some aspects of the website). There are still a few tweaks to do on some formatting of old files. The Working Group held a 'brain storming' session for new website ideas and this is ongoing. It was noted that a village website was discussed at the recent Growth Board meeting and the Chair of the Business Forum is considering a lead on this. It would be appropriate to invite the Business Forum Chair to a future Working Group meeting to work in collaboration.

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

There were no comments.

8. Planning & Environment Applications to Consider

It was Resolved: "The applications received were reviewed and the decisions taken as outlined."

RBC Ref	Date	Applicant	Location	Details
20/02305/FUL	23.9.20	Phil Ruff	86 Shelford Rd R-O-T	Erection of new wall to front highway facing boundary

Dec	Vote	Comments
DNO	UNAN	

RBC Ref	Date	Applicant	Location	Details
20/01827/FUL	28.9.20	Peter Fletcher	5 Shaftsbury Ave Upper Saxondale	Erection of single storey rear extension with new patio area

Dec	Vote	Comments
DNO	UNAN	

9. Planning Decisions: To Note

It was Resolved: "Noted"

Ref	Applicant	Location	Details
20/01796/FUL	Mr Alistair Hunt	6 Hammersmith Close Upper Saxondale	Trees: T1-T2 & T7 (Beech) Crown lift to 6m. T4 (Oak) Fell
PC Dec	PC Comments		RBC Decision
OBJ	To the felling of the Oak only		Grant Consent

Ref	Applicant	Location	Details
20/01786/TPO	Mr David Shutter	8 Westminster Drive Upper Saxondale	Tree: T1 (Tree of Heaven) Remove current wind blown branch. Target prune snag back to main stem. Reduce height by 4-5m back to suitable replacement branches. Target prune 2 lower south west facing branches back to structural stem. Target prune 1 lower north west facing branch back to main stem Tree: T2 (Birch) Reduce entire crown by 4-5m back to suitable replacement branches, keeping a uniformed crown.

PC Dec	PC Comments
DNO	Refer to RBC Tree Officer

RBC Decision
Grant Consent

Ref 20/01824/FUL	Applicant Mr A King	Location 76 Grantham Road R-O-T	Details Roof remodelling on garage from flat to pitched roof with additional front Porch and rendering RBC Decision Grant Permission
PC Dec DNO	PC Comments 8 for 3 abs		

10. Roadworks Bulletins

There were two Roadworks Bulletins (noted):

Shelford Road approx. 50m north East of Valley Road Junction. Monday 5th October to Friday 9th October 2020. Times: 24hrs. Restrictions: Two-Way traffic signals.

Bingham Road between Morley Gardens and Oakfield junctions. Saturday 17th October to Sunday 25th October 2020. Times: 24hrs. Restrictions: Two-Way traffic signals.

11. VIA/NCC Consultation: Cropwell Road, Glebe Lane and Victoria Street (Introduction of Zebra Crossing, Stopping and Waiting Restrictions)

Noted and discussed. Local residents may be affected by the proposed stopping and waiting restrictions, however Cllrs were of the view that a Zebra crossing and new stopping and waiting restrictions would be a good safety improvement for children walking to SNA School at this car/vehicle congested area. Only Highways have an overall traffic and parking strategy for the village, and the PC respond to this. The Chairman however would like to see other new crossings for village schoolchildren particularly in the Craig Moray/Shelford Road area. PC comments for the VIA/NCC Consultation need to be submitted by the 30th October 2020, and It was Resolved: "The PC are in full support of the VIA/NCC proposals to introduce a Zebra Crossing, plus Stopping and Waiting Restrictions for Cropwell Road, Glebe Lane and Victoria Street. The Clerk will now submit a response by the 30th October on behalf of PC members."

12. Govt White Papers: Planning for the Future: ROTPC Responses

There has been two meetings for Govt White papers, 'Planning for the Future' as there was a time deadline of 1st October for a PC response, the first submission has been completed and Cllrs informed. This has not been easy as questions have been very technical. There is a second part to the Consultation that also requires a PC response by the 29th October. All Cllrs involved are thanked for their many hours of hard work. Cllr McLeod will arrange a further Working Group Meeting as soon as possible for the same committee members and for any other Cllrs who wish to be involved.

13. Amenities

Hall Managers Report

In the Hall Managers absence, the Chairman confirmed that The Grange and Grange Hall are still continuing to take bookings under very strict Covid 19 guidelines. The system seems to be running well, plus QR barcodes are now available for customers to scan in both buildings.

14. Grange Grounds Enhancement Discussion

Noted and discussed. It is recognised that green spaces and meeting places for Parishioners are valuable in this current pandemic and it is proposed enhancements to the Grange Grounds will improve availability and will help meet the objectives of the PC. Further Cllr discussions continued and included: Funding may be available and the PC are aware that RBC and NCC Cllrs are in full support.

One potential enhancement is a Community Band Stand and Cllr Foster will lead on this.

Sensitive that there may be an increase in Council Tax next year and aware residents may consider enhancements not to be important in the current climate

Other funding from the Growth Board could be considered for enhancements

Any enhancements considered not just for The Grange and PC but for the full benefit of Parishioners

Agreed the Grange Grounds are important and are a great and essential outdoor family space

Some ideas require costs before the next budget meeting and some Health and Safety concerns about removal of the wall at the corner from toilets to gate.

Potential space at bottom of Walkers Yard for PC Notice Boards

All Cllr views will be discussed at a Grange Grounds Working Group meeting and brought back to Full Council.

15. Cemetery Memorial Audit: To Arrange a Working Group Meeting

Jacquie Earp has updated the owner details on the 'failed memorial' list and has also cross referenced owners with the Radcliffe on Trent Electoral Register to avoid any unnecessary communications. Sally Horn is sourcing specialist quotes to restore all 227 failed memorials. Repairs are very costly, however as the next inspection is due in approx. 3 years it would be sensible to repair the failed memorials before then. It was also confirmed that the cemetery regulations were imposed as a result of non-compliance for memorials in previous decades and so it is the Chairman's view that descendants of grave owners are now contacted and given the opportunity to rectify memorial damage before the PC intervenes. This is a sensitive matter and Cllr Tomlinson volunteered to lead a Working Group meeting as soon as possible. Working Group members include Cllr Clegg, Cllr Clamp, Cllr Douglas and Cllr McLeod, a meeting will be arranged at the end of tonight's Full Council meeting.

16. Grange Grounds: To Consider Boulders to Replace Posts

The Clerk confirmed it would cost £300 for two crates of random boulders and it is hoped this will be enough to replace all the Grange Ground posts. As the posts are still likely to be knocked down, it was suggested they are removed but not replaced by the boulders for a few months until decisions are made on Grange Ground enhancements. It was Resolved: "The PC approved arrangements to take out the posts for the next few months and to delay their replacement with boulders pending more details of the Grange Grounds enhancements."

17. Finance and General Purposes

Parish Email System and Cllr Hardware: To Consider

A full discussion took place and it was noted Cllrs had very differing views on the merits of replacing the current Parish Email system with a new GSuite product. Issues discussed included:

Poor accessibility to the Parish Email if using an iphone and away from laptop or desktop
Unable to respond to Parish emails or open attachments and download documents if using iphone
Parish Emails only accessible if using laptop or stand-alone computer
Concerns about current Parish email security

Some Cllrs do not use a iphone as a platform and only have stand-alone computers

Discussions continued, and it was then suggested:

That IT equipment is made available by the PC to Cllrs who do not have laptops

Access to the ROTPC website via member login password be made available

To consider a password protected email portal system similar to RBC for Cllrs, making accessibility available at all times on all devices

Concerns about GSuite freedom of information issues

Consider Gmail instead of GSuite

If using stand-alone computers, concerns raised about hard drive security when storing PC documents

The Clerk had concerns that if Cllrs were unable to comply with IT GDPR questions, should they be using their own equipment in the first instance, and whether the PC should be supplying their own security checked IT equipment for Cllrs use.

It was Resolved: "Cllrs who are currently experiencing difficulties in accessing the Parish Email system, contact the Clerk with their issues with a view to providing security checked laptops for the Cllrs and for the Clerk to report back to the next meeting."

18. Budget 2021-22: To Arrange a Working Group Meeting and Set a Deadline for Suggestions

The F&GP Chairman suggested a meeting date of Thursday 22nd October at 10am for Budget Working Group members. The Clerk will now set up a zoom meeting for this date. All Cllrs are encouraged to put forward their suggestions before the 19th October for consideration at the next Full Council meeting in the first instance.

19. Grant Application: Manor House

A grant application has been received from The Manor House for £3,456 to replace dining room furniture. The Manor House is the only Charitable Care Home in Radcliffe, however it is also run as a business. Based on their accounts, instead of making a profit the Manor House have suffered a substantial financial loss during the Pandemic. The PC have also been through a hard time and only

have a limited grant budget to support local organisations which may be needed in the future. It was Resolved: "To award a grant of £500 to The Manor House."

20. Correspondence

Ruth Edwards MP: Radcliffe Rail Survey

Ruth Edwards MP has asked for a meeting towards the end of November with the Radcliffe Train Working Group, to include Cllr Thomas. A questionnaire that has been promoted on social media has been sent to local households promoting the Rail Service and asks for comments on how the rail service should be improved. Ruth Edwards will also be speaking to the PC in the future. All residents and Cllrs are encouraged to submit their comments as soon as possible.

21. Local Government Reorganisation: Focus Groups for Town and Parish Councils

One PC Cllr representative is required to attend a zoom meeting scheduled for either Tuesday 13th October or Wednesday 14th October. This reorganisation could be significant for all PC's and the closing date for the survey is Monday 19th October. Cllrs are encouraged to individually complete a survey and discuss this with Cllr Clegg who will liaise with Cllrs and attend the meeting on Tuesday 13th October.

It was Resolved: "To authorise the Clerk delegated powers (in liaison with Cllr Clegg) to submit a response to the consultation on behalf of the PC. (Cllrs to be advised of the content prior to submission)."

22. Resident Letter: Lack of Social Distancing Wharf Lane

Noted and discussed. Cllrs understood the residents' concerns however the PC cannot enforce social distancing as it would be a Police matter. There are already social distancing notices displayed by the PC in this area. It is not an option to close down this facility and skatepark users are encouraged to sensible and remain in their own social bubble. The Clerk will now write a response on behalf of the PC. The Grange Hall FB page will also raise awareness that the PC has received complaints and there may be an opportunity to raise this issue at the next Police Priority Setting meeting.

23. Resident Letter: Safety at Grange Grounds Play Park

The Chairman apologised for any offence that may have been caused and Cllrs are aware of the concerns regarding the access onto Hunt Close. Green spaces are being used more by Community Groups and it may be that the additional safety of children belonging to these groups could be looked at. The notice on the Hunt Close gate has gone and the gate is often left open. This gate is difficult to see and it was suggested that consideration should be made for the gate to be fitted with a spring hinge so that it automatically closes to protect small children.

Standing Orders suspended at 8.33pm to allow the resident to speak:

- J Raised as a Health and Safety issue for PC consideration. Has noticed that all Rushcliffe under five play parks are fences and gated, but not so at The Grange. It is a fabulous park and the refurbishment is excellent but this area is a hazard and includes the steps down to the Grange and the gate that leads directly out onto the road. There should be an additional fence and gate at this point as children often run off the slide and into the hazardous area.

The Chairman appreciated the residents' concerns, however the PC is of the view that the Grange Park is a 'park within a park'. Noted that the steps could be looked at and also asked if the Community Groups had done their own Health and Safety Assessment when using the park.

Standing Orders reinstated at 8.40pm

Cllr Foster will now assess this area as a member of the Grange Grounds Working Group.

24. RBC Community Award

The Chairman would like to nominate the Radcliffe to the Rescue Volunteers for this award.

Resolved: The Chairman will upload nomination details onto the RBC link for the Community Award.

25. Parish Councillors and Outside Organisations Reports

- J The Chairman has noticed the hundreds and thousands of acorns at the Cliff Top and Grange Grounds. Concerned the amount on the floor will prevent grass growth and they are poisonous to dogs and children. These need removing and it was suggested that the Radcliffe Volunteers get involved in their removal.
- J Cllr Graham looks forward to any ideas the Cllrs may have for the Bandstand meeting tomorrow.
- J Cllr Clegg asked for any Cllr comments for the Police Priority Setting meeting she is attending next week. Attended the RBC Parish Forum meeting and the Clerk has sent out all Planning information slides to Cllrs.
- J Cllr Dunn confirmed the Parish Forum meeting was very interesting and that 60 people attended. Concerned if Neighbourhood Plans have a future. RBC Cllr Upton confirmed that Neighbourhood Plans are included within the Govt white paper and contribute significantly towards building design standards. It was also suggested that the Neighbourhood Plan be regularly updated. Referred to the 'Reach Rushcliffe' project to reduce loneliness in the community and noted there is funding still available.
- J Cllr Thomas recognised and very much appreciated the incredible help provided by Streetwise for the Station Adoption Volunteer Group.
- J Cllr Foster requested an A3 size plan of the Grange Grounds. The Clerk will arrange one to be available for tomorrow's Bandstand meeting.
- J Cllr Modhvadia referred to the vehicle and mechanical noise disturbance emanating from the recycling plant across the River Trent at Colwick. Wharf Lane and residents at Park Homes are being affected by the noise disturbance which is dependent on wind direction. The Environmental Health Officer has asked for recordings from residents to be uploaded via a phone app to her (with success) and a lot of data has been collated. This data will be used to ascertain if Enva's 24hour licence at Colwick is in breach of noise levels, the NCC Planning Enforcement Officer is looking into this. Although it is the responsibility of the Environmental Health Officer, the Borough Cllrs are also asked if they can help address this issue. .

26. Reports from Borough and County Councillors

RBC Cllr Roger Upton

- J Asked if NCC or RBC are looking at the 24hour licence for Enva. It was confirmed that Notts County Council are responsible for this action.

NCC Cllr Kay Cutts

- J Not aware of the Wharf Lane noise disturbance, but will investigate further tomorrow with the appropriate NCC department.
- J NCC have approved the 20mph speed restrictions in Radcliffe and also increased these 20mph restrictions to other areas of the village as requested.
- J To address the lack of Crossing Patrol at the school, felt the best alternative was to install a new zebra crossing. The zig zag lines are enforceable at a zebra crossing.
- J Had concerns from a resident a Victoria Street about parked cars on the pavement. The Police will be asking the car owner not to park on the pavement.
- J The temporary disabled bay outside the chemist on Main Street will now be made permanent.
- J NCC are promoting and encouraging the 'Right to Stride' for schoolchildren to walk to school.
- J Complaints have been received about the repairs to Cliff Walk surface
- J Disappointed that STW will not be adopting the Culvert, and advised that NCC may be able to offer financial support in the future.
- J Provided with 'firewalled' mobile phone and other IT equipment from the NCC. All information is stored on icloud.
- J Went to the Parish Forum and it was noted that anyone can fill in the form for ORS (Opinion Research Services) via NCC website and can be done anonymously.
- J Sadly Covid cases have increased in Nottingham today. NCC and Nottm City Council belong to the Public Health Authority and figures seem to coincide with the return of Nottingham Students to University. Rushcliffe figures have also tripled, however the Mansfield area appears to be the exception.

- J A Public House has been closed down in Broxtowe as the landlord was flouting Covid rules. The Police will take action should any Covid rules be breached.
- J S106 agreements are accredited with Education, Transport, Health, Leisure and Infrastructure. Nothing outside these descriptions can be used when applications are being made.
- J Cities are changing, less traffic is on the roads and more people are shopping online. Agreed current office buildings may be looked at for a change of use. Market Towns appear to be working better.

The Chairman referred to the large grass verge at Craig Moray and asked for consideration of a 4 space Parking bay to be installed in that area. It is becoming dangerous as cars are mounting the pavements and there is lots of inconsiderate parking which in turn causes accessibility issues for that part of the village.

- J Cllr Cutts agreed with the Chairman's observations and will re-address the issue with the Metropolitan Housing Association at Craig Moray. It was noted that NCC has been looking at this problem for the last two years, without success.

Resolved: Tonight's standing orders were suspended to enable the meeting to be extended for a further 10 minutes at 9.06pm

RBC Cllr Neil Clarke

- J RBC may be asked to increase Housing allocations as the City may be reducing Housing allocations. These numbers are all algorithm based.
- J Not aware of the noise problems from Colwick. Good to know the NCC Officers are addressing this. Reminds him of the smell issues at Colwick some years ago.
- J For a point of interest Cllrs were asked to look at the new Play Area at Newton as it has very good self-closing gates and fence installed.
- J Parking on pavements and double yellow lines is a problem, so Parking Enforcement Officers have agreed to increase their visits and penalty tickets are being issued. It was noted however that a 5 minute grace period is given when parking on double yellow lines.
- J Where some residents have reported cars parked on pavements, local Police have been asked to investigate and the owners have been very cooperative and have moved their vehicles from the pavement.

For information the Clerk confirmed that permission from NCC was required for last year's lamp post poppies but residents would not have to seek permission to display poppies at their own private property.

Close of meeting 9.15pm

27. Date of Next Full Council Meeting
Monday 19th October 2020.

Signed: ChairmanDate