

Radcliffe-on-Trent Parish Council  
Minutes of the Finance and General Purposes inc Amenities  
held in the Grange Hall on Tuesday 22 June 2021 at 7pm

Cllr Harry Curtis	Cllr Diane Farthing	Cllr Anne McLeod
Cllr Barbara Deavin (Ab)	Cllr Lorraine Foster (A)	Cllr Alice Tomlinson
Cllr Gillian Dunn	Cllr David Graham	Cllr Phil Thomas (A)
Cllr Matthew Douglas-Kirk	Cllr Tracy James (arrived 7.15pm)	

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

Also present Jacki Grice (Parish Clerk), Lisa Simpson (Hall Manager) Jacquie Earp (Admin Assistant), NCC Cllr Roger Upton and three members of the public. (RBC Cllr Neil Clarke sent his apologies)

1. Apologies for Absence

Cllr Thomas, Cllr Foster – Approved.

2. Declarations of Interest

There were no declarations of interest

3. Chairman's Announcements

J The Litter Pick at the weekend was fantastic. The Chairman would like to publicly thank all the residents who volunteered on the day along with the Radcliffe Scouts, Beavers and Cubs. It was noted that residents are still continuing to litter pick.

J There is major traffic jams due to current utility works at the Bingham Road Triangle. Cllrs are concerned about the Health & Safety of school children as buses are being diverted onto Cropwell Road and with the large increase in village through traffic. It is hoped that in time drivers will choose alternative routes to alleviate the traffic at these areas. Cllrs will monitor the situation over the next few weeks.

J The Chairman also welcomed members of the public to tonight's meeting.

4. Minutes of the Finance and General Purposes/Amenities Meeting held on the 24<sup>th</sup> May 2021 for Approval

Resolved: "That the minutes were approved (save for the amendment approved at the Full Council meeting on the 8<sup>th</sup> June 2021) as an accurate record and signed by the Chairman."

5. Clerks Report on Previous Minutes

M.14: The playground repairs to the Zip Wire at Wharf Lane were completed yesterday and the facility is now up and running.

RBC 'Fountain' Application: The RBC have requested detailed additional information in support of the PC planning application to repair The Fountain and this will take time to collate.

M.20: The Clerk is awaiting a quote from a tree surgeon for opening up the view points on the Cliff Walk.

6. Open Session for Members of the Public to Raise Matters of Council Business, Limited to 15 Minutes

Standing Orders were suspended at 7.05pm

J Phil Taylor of the RCV reported that mowing had been recently carried out at the Lily Ponds, but had not been done at Dewberry Hill. The Clerk will now chase this up with NCC. Phil will also re-contact Cllr Clarke about a Dewberry Hill RBC bench that is in a poor condition. Cllrs were also made aware that the RBC Community Tree Scheme had been extended for 3 years. One of the qualifying conditions for additional trees may be for Parish Councils to employ a Voluntary Village Tree Warden.

The PC already employ outside Contractor tree surgeons and Cllrs were concerned that the role of a Tree Warden would:

- Be a 'visual' role only
- Be an onerous one as there are so many trees in Radcliffe
- Require qualifications

Standing Orders re-instated at 7.11pm

7. Finance and General Purposes  
Income/Expenditure Figures and Payments May 2021  
It was Resolved: "The Income/Expenditure Figures and Payments for May 2021 were approved."
8. Annual Return (AGAR) and Year End 31 March 2021  
Cllr Dunn explained that the PC are required to complete an Annual Return to report the findings of the internal Audit visit. This in turn is submitted to the Independent External Auditor then to the Audit Commission for examination.
9. To Approve and Sign Financial Statements Year End 31 March 2021  
Noted and discussed. It was Resolved: "It was approved to sign the Financial Statements for Year End 31 March 2021."
10. To Note and Accept the Report of the Internal Auditor  
Discussed. It was noted that the "PC continues to have consistent and excellent systems in place, it is clear that the Clerk and her team work hard to ensure that robust systems are in place."  
It was Resolved: "That the Report of the Internal Auditor was noted and accepted."
11. To Approve and Sign the Annual Governance Statement  
Cllrs confirmed they had read through the Annual Governance Statement and  
It was Resolved: "The Annual Governance Statement questions 1-8 should read 'yes' and that question 9 is not applicable. The Statement will be been signed by the Parish Clerk and PC Chairman on behalf of Radcliffe on Trent PC."
12. To Approve and Sign the Accounting Statements  
It was Resolved: "That the Accounting Statements were approved, signed by the Parish Clerk and will now also be signed by the PC Chairman."
13. Publicity Working Group: Notes and Recommendations to Consider (Social Media)  
It was noted that a paper in addition to the notes compiled by the Publicity Working Group had only arrived this evening. Therefore full consideration and any decisions will be discussed at the next F&GP Full Council meeting. However, it was Resolved: "To accept the Publicity Working Group social media proposals in principle, pending consideration and approval at the next F&GP Full Council meeting."
14. Amenities  
Resolved: Grange Hall Managers Report & Current Pricing Policy  
Bookings had slowed down after the latest Government Lockdown restrictions however it is hoped business will pick up again after the next Government announcement in July. There are groups waiting, however a few parties including a wedding that has been cancelled twice will have to again be cancelled before the next announcements. It is unclear if the parties will be rescheduled or if refunds will be offered. At the moment, customers are being offered large discounts and charged accordingly due to the decrease in numbers of people allowed into the Hall and Grange.  
In July, if the law requires to track and trace every visitor to the Hall Magpie Security will be called upon to help staff with large parties as this task cannot be achieved by the current staff alone. This additional charge will be passed onto the hirer, however if the customer has already been invoiced the PC will honour the additional cost.  
There had also been a block booking request from the Dogs Trust to carry out dog training at the Grange Hall and Cllrs were asked to consider this request.

Discussions included:

- ) The Hall has a policy of 'no sports' one reason being the wooden floor would get damaged
- ) Similarly, the wooden floor would potentially be damaged by dogs' claws and urine/faeces
- ) Likely to be more floor damage as part of the training involves dogs running up and down in lines.
- ) Dogs may urinate/defecate in the Grange Grounds after the training
- ) Other Halls in Radcliffe could be used as an alternative
- ) Availability is already limited at the Hall for block bookings

It was Resolved: "The Grange Hall Managers report was accepted, the current pricing policy approved and the block booking request from The Dogs Trust to carry out Dog Training at the Grange Hall was refused, and the Hall Manager will now contact the Trust with a response."

15. Events Working Group: Progress

An Events Working Group meeting has not been arranged to date, however the Hall Manager suggested that a meeting date be arranged later in July when the next latest Government advice on lockdown restrictions will be available.

The Amenities Chairman thanked the Hall Manager for all her hard work and forward thinking in these difficult times and appreciated everything she does for the PC.

16. Grange Exterior Works Update and Consider Next Steps

The Clerk confirmed that the Belfast Sink in the PC Store had been removed to find out if this was one cause of damp in The Grange, and it was also considered the roof layout, guttering and roof splits to be a major reason. The Clerk already has one quotation from a Building Surveyor and two more quotes are required as the fees are over £3,000. Surveyor findings will pinpoint areas of The Grange requiring repairs, Contractor repair quotes will then be sourced based on the recommendations of the report.

It was Resolved: "To allow the Clerk permission to source two more quotations from a Structural Surveyor to carry out an external survey of the Grange. All three quotations will then be brought back to a future PC meeting for further consideration."

17. Grange Grounds

To Approve Memorial Plaque for Existing Oak Tree Donated to GLB Family

Noted and discussed. It was Resolved: "A memorial plaque for the existing oak tree donated to the GLB family was approved."

18. Seesaw Replacement Update

There is a meeting tomorrow morning in the Grange Grounds with a representative of Wicksteed, the Playground Working Group, Clerk and Admin Assistant to discuss replacement playground equipment at the children's play area. The Working Group are also looking at additional items of play equipment for the 2018 Jungle wall installation.

19. Valley Road Queen Swing Repairs To Consider

Noted and discussed. The Queen swing is a very popular and much used piece of village play equipment and needs several repairs. Although previous playground Inspections have advised that the swing be monitored, it was now felt that it was time for repairs to maintain the equipment in good condition. A report and quotation from the original manufacturer had been received and

It was Resolved: "To accept the report and quotation submitted from Timberplay and to place an order for the outstanding repairs to the Queen Swing at Valley Road based upon the quotation of £2,287.00."

20. Wharf Lane: Stile and Footpath Considerations (Cllr Graham)

Cllr Graham and the Clerk are hoping to meet up with the NCC Rights of Way Officer next week to discuss the stile that gives direct access to the Skatepark at Wharf Lane. Because the stile and leading footpath is being used so much, and erosion and silt is now moving towards the Skatepark it is hoped consideration can be given to remove the access at this meeting. Also, it is apparent that another way into the Skatepark is through the playground access and to walk alongside the playground fence, causing some parts of the grass on this route to be completely worn away. It may be that action is now

taken to make this an area of permanent walkway. All issues will be considered and discussed, and Cllr Graham will report back at a future Amenities meeting.

21. RBC Proposed Public Spaces Protection Order 2021 (Control of Dogs) Consultation  
 Noted and fully discussed. The RBC have requested that the PC identify areas of land that would potentially require a Public Spaces Protection (Control of Dogs) Order and there would be a Full Consultation thereafter. Cllrs considered:  
 Public Safety  
 Enforcement of the Order  
 Areas dogs can be kept on a lead  
 Confrontation  
 Dog mess  
 Some members of the public would not visit areas if dogs were allowed  
 Cllrs suggested there should be no dogs allowed in the Cemetery, within Play Areas, and on Football Pitches.  
 It was also noted that the PC should have further discussions at the next amenities meeting regarding horse riding at the Cliff Top and other Community areas i.e., Bingham Road Playing Fields.  
 It was Resolved: "The PC will submit feedback to the RBC identifying areas of PC land requiring a Public Spaces Protection Order (Control of Dogs): Schedule 1: 'Everywhere', Schedule 2: 'Leads on dogs at Rockley Park, Grange Grounds and Churchyard' Schedule 3: 'No dogs allowed in Cemetery, Play Areas and Wharf Lane Football Pitch.'  
 The Clerk would ask RBC to make contact with ROTSA for Bingham Road Playing Fields.
22. Woodland Trust: Queens Platinum Jubilee: Tree Campaign (Cllr Kirk)  
 For Cllrs information. It was noted that Schools can apply for free trees from the Woodland Trust to celebrate the impending Queens Platinum Jubilee and the public will be able to refer to a virtual map as to where the trees have been planted. It was noted that Beacons will be lit for the celebrations and this information will be shared on the new Facebook page when up and running.
23. Policy on Benches on PC Land  
 Noted and discussed. Since the last lockdown there had been a very high demand for memorial benches, therefore the PC had to look at a new policy to deal with this demand. The PC Chairman had collated some information of where benches could be sited however it will be difficult for the PC to manage as most residents have requested that their memorial benches should be placed in specific areas, leaving limited availability. It was noted that the site of some existing benches in very poor condition may become an option. Also, the Jeffrey Dole Charity had received a letter from the Junior School suggesting the PC should work in line with the Charity and the school to deal with any requests as there could be a potential to place benches in the school grounds. It would be useful for a map to be drawn up which highlights the available spots of where a bench could be placed, which in turn helps the customer make a choice. A working group will now meet and report back with their findings to the next F&GP Amenities Council Meeting, members of the Working group are Cllr Tomlinson, Cllr Spencer, Cllr Graham and Cllr Dunn.
24. Cliff Top Hedge: Unauthorised Cutting Back  
 There had been a report and photographs submitted to the office confirming that the cliff top hedge had been cut back by a member of the public using an electric hedge cutter. The photographs show the cables of the hedge cutter leading out across the cliff path and a section of the hedge cut back. The maintenance of the hedge is the responsibility of the PC, not individuals and the unauthorised cutting back is not acceptable and dangerous. It was noted the PC do not cut back the hedge until September to allow birds to nest. The PC Chairman will now deal with this issue.
25. Correspondence  
 There was no correspondence
26. Cllrs Reports  
 ) Cllr Graham: Reminded Cllrs it was Windrush Day today.

- J Cllr James: Had received a voicemail from Highways asking if the Bingham Road Playing Fields Calendar was up to date, therefore will call back for further details and report back.
- J Cllr McLeod: Had received a message from a resident regarding a village shop owner who had been throwing the cigarette nub ends onto the pavement after smoking.

"The Chairman moved that the press and public be excluded from the meeting during consideration of item 22 on the grounds that it involves the likely disclosure of exempt information as defined in section 1(2) of the Public Bodies (Admissions to meetings) Act 1960."

27. To Accept the Minutes of the Personnel and Wages Sub Committee Meeting Held 14 June 2021  
Resolved: "To accept the minutes and refer back to the subcommittee."

28. Date of Next Meeting: 26<sup>th</sup> July 2021 (or 27<sup>th</sup> in Hall pending restrictions)  
There being no further business, the meeting closed at 8.14pm

Signed: Chairman .....Date .....

Draft Unapproved