

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

Cllr Oliver Bere
 Cllr Carol Chambers
 Cllr Harry Curtis
 Cllr Martin Davis
 Cllr Josephine Spencer

Cllr Matthew Douglas-Kirk
 Cllr Irene Dovey
 Cllr Diane Farthing
 Cllr Lorraine Foster
 Cllr David Graham

Cllr Tracy James
 Cllr Anne McLeod
 Cllr Shaun Moroney
 Cllr Sue Clegg
 Cllr Phil Thomas

Cllr Gillian Dunn (F&GP Chairman), Cllr Alice Tomlinson Amenities Chairman)

Also present Jacki Grice (Parish Clerk), Lisa Simpson (Hall Manager), RBC Cllr Abby Brennan and 6 members of the public.

1. Apologies for Absence

None received.

2. Declarations of Interest

None received.

3. P.C Chairman's Announcements

There has been a recent inappropriate post on Facebook regarding P.C Staff.

The Clerk position was offered to a suitable candidate, but subsequently the offer was not taken up. The second preferred candidate has been invited back for a second interview.

An unexpected email was received today from AG Design Consultants advising of a partnership of landowners proposing a long term development extension project to the village. They intend to conduct community engagement events in the coming weeks with a view to developing a master plan.

Further enquiries will be made to find out more information.

4. Minutes of the Finance and General Purposes/Amenities Meeting held on the 27th July 2021 for Approval

Resolved: "That the minutes were approved as an accurate record and signed by the Chairman."

5. Clerks Report on Previous Minutes

M. 5 The Planning application for the Fountain application had to be withdrawn, as the Conservation Officer wanted more information again. The Clerk awaits the return of the Officer from holiday to progress.

M. 9 The Landscaping works in Grange Grounds commenced on Monday and will take approx. 2 weeks to complete.

M.14 The Clerk and P.C Chairman investigated the kitchen worktops at the Bungalow and are not of the view that they require immediate replacement. The condition will be monitored.

M. 17 Bench Policy will be on the next Agenda.

M.19 The Skatepark Committee have yet to provide the specification of works required to address the bank erosion. When received discussions with Canvas will resume.

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

Standing Orders were suspended at 7.04pm

- Representatives of Radcooks gave an overview of the organisation which started in summer 2020 in support of their grant application. Radcooks have been providing Sunday meals to the

elderly and vulnerable in the village for the past year which not only provides a healthy meal but also tackles social isolation, the group hope to expand its offering in the coming months with events to enable people to enjoy their meals with others as opposed to staying at home. It has recently moved to the Grange facilities and is seeking financial support for room hire and equipment.

- Representatives of the Food Fayre expressed their concerns and disappointment regarding the potential changing of the date for the Switching on the Christmas Lights to co-incide with a new Christmas event for 2021. The Food Fayre raises approx £4k each year benefitting local and other charities. It has ran for 11 years and historically the lights have always been switched on at the same time. Various other ideas were presented for future events.

Standing Orders resumed at 7.18pm

7. **Resolved:** "To change the order of business and bring Agenda item 21 forward for consideration".
8. **Grant Request: Radcooks (Community Kitchen)**
Application considered for room hire, kitchen and volunteer equipment and marketing.
Resolved "To award Radcooks a £750 grant."
9. **Budget Proposals 2022/23 Proposals for Both Committees to the Clerk/Chair F&GP by 27 September 2021**
NOTED.
10. **Amenities**
Grange Hall Managers General Report
Enquiries and bookings are starting to increase with many new groups also. Noted that capacity numbers are still being limited and some users are still very nervous. Staff are happy with current Covid guideline arrangements.
11. **Events: To Approve Recommendations from the Working Group inc Christmas Lights Switch On Date**
Cllr Clegg advised that Council appreciates the good work that the Food Fayre has done supporting the schools and other good causes over the years with fundraising. The event suggestions raised have been noted and some are already in the calendar. After discussions with the Food Fayre today it is proposed that the Christmas Lights Switch On remains on the same day as the Food Fayre (Sunday 28 November) and that the Parish Council organise outdoor Christmas entertainment but no stalls using the RBC Welcome Back Fund. In addition there will be a competition for the best decorated home/business/street.
A Halloween Event is also proposed to comprise of the Rocky Horror Show, Disco and decorations, also funded via the Welcome Back Fund.
Resolved "To enhance the Food Fayre event with outdoor Festive entertainment and the Christmas Lights Switch On will be Sunday 28th November at 4.45pm and to approve the Halloween event on 29 October.."
12. **Christmas Lights Grange Hall Scheme: To Approve a Recommendation from the Working Group**
The Events Working Group recommend that new sparkly icicle lights are installed at the front and side of Grange Hall as opposed to festoon lighting which will be used in the Magnolia trees. The Clerk is meeting with a supplier next week to organise. All new lighting will be on a rental basis this year in order to benefit from the RBC Welcome Back Fund.
13. **Play Areas: To Note Urgent Bark Order Placed for Valley Road and Upper Saxondale Repairs – To make a Recommendation to F&GP**
The order for the play area bark at Valley Road was noted.

The recent quarterly operational inspection highlighted the condition of the triple tower unit and wobble bridge at Upper Saxondale and recommended the replacement of the platform, laths and other works. Caledonian has quoted approx £2,120-£2,385 net for necessary replacement/repairs.

Resolved "To make recommendation to F&GP to release the funds from designated reserves to enable the Clerk to progress an order for the works."

14. Rockley Toilet/Neighbours Issues: Recommendation from Working Group

Cllrs Spencer and Graham carried out a site visit due to anti-social behaviour being carried out in the 'alleyways' at the back of the toilet and stores. It is recommended that:

- a) The northern access is bricked up
- b) The middle dividing wall is taken down
- c) A gateway installed in the southern access

The above will create a secure compound that is not accessible to the public. The overgrowth at the far side of the block will be left to grow further to hinder access in this area also.

Resolved: "The above is put forward as a budget proposal item for 22/23.

15. Leisure Hub Project: To Consider Next Steps

Cllr Spencer suggested that before proceeding any further, contact should be made with RBC Planning as the original location for a new Leisure Hub was in the bank at Wharf Lane, thoughts are now turning towards the site of the current Pavilion in situ. Issues around Greenbelt need to be resolved.

16. Grange Condition Survey Report: To Consider

Cllr Thomas gave an overview of the 'Wants of Repair' report provided by Arc following on from a recent external survey. The overall structural condition of building is sound but there are maintenance and cosmetic issues with short, medium and long term recommendations. It is suggested that the roof and guttering is addressed in the first instance and the designated reserve for buildings may be enough for these works to be carried out within the next few months. It was agreed that Cllr Thomas works with Clerk with a view to seeking quotations. Arc would also be asked to quote for them to inspect the final works on the Parish Councils behalf. Other items on the report will be reviewed after the roof works.

17. Litter Signage Wharf Lane: To Consider (Cllrs SC, GD, AT, DG)

Members reconsidered the installation of contentiously worded litter signage at Wharf Lane.

Resolved "Not to erect the signage.

18. Meeting with Canal and River Trust (Boundary Safety Issues) To Note

Members considered the notes of the recent meeting held between the P.C, CRT and RCG. Issues discussed included safety fencing, year round access to address path area that floods, lifebuoys and risk assessments for the volunteers when working on CRT land adjacent to the Lily Ponds. It is hoped that CRT will be in touch in the near future to advise of their final plans.

Correspondence

19. Radfest Event 2022 Request for Use of Wharf Lane Recreation Ground

The organisation have requested use of Wharf Lane Rec for Saturday 18th June 2022.

Resolved "to permit the event."

20. Grange Hall Noise Complaint

A neighbour has complained regarding the noise coming from an event at Grange Hall. Enquiries have been made with RBC Licensing and as the music stopped at 11pm and the attendees left the building by 11.30pm there has been no breach of the licensing regulations. It was noted that the Covid risk assessments requires ventilation with windows and doors open. The Clerk would respond advising him to contact RBC if he wishes them to provide a noise monitor.

21. Tree Maintenance Request: Landowner adjacent Wharf Lane Recreation Ground

A neighbour to Wharf Lane Rec has requested that the damaged branches of tree near one of the floodlights overhanging onto his land are cut back. It was noted that the current year's budget for tree

work is already allocated and immediate action will only be taken if it dangerous otherwise it may be considered in next year's budget. Councillors will view the tree and the Clerk will ask the Tree Surgeon for an assessment. The neighbour has a legal right to cut back the overhanging branches sooner if he so wishes.

22. Resident Email: Breast Screening/Covid Screening

A resident has enquired whether these services can be available in Radcliffe on Trent. Cllr Bere advised that these are controlled by the Nottinghamshire Clinical Commissioning Group (CCG) who develop the strategy for implementing these services based on a number of factors including location and take up. Members were of the view that if the P.C was approached in the future it would be fully supportive. The Clerk will respond accordingly, Cllr Bere will send some further information in support of the response. It was noted that Grange Hall does accommodate blood donor sessions approx 4 times per annum.

23. U3A Event: Grange Grounds

The U3A have advised that they will be hosting a small outdoor event on Saturday morning 11th September. The organisation would be requested to make earlier contact in future to avoid the potential clashing of event dates.

24. Resident Email: Memorial Plaque – Cliff Top

A resident is requesting a stand-alone memorial plaque on Cliff Top. Members agreed that this is not something that could be permitted as it would set a precedent for all.

Resolved "The policy of no memorial plaques on Cliff Top would continue."

25. N.C.C Winter Assistance Letter: Salt / Blue Grit Bins

Noting that there is adequate blue bins for P.C requirements and quite a lot of salt in store, it was

Resolved "To order the five free salt bags on offer only"

26. Finance and General Purposes

Budget Proposals to be considered at Next Committee Meeting 05/10, Budget Working Group to Arrange Meeting Date Mid October

An initial budget working group meeting has been arranged for Weds 13th October, attendees = P.C Chair and Vice, F&GP Chair and Vice, the Clerk and Accounts Clerk.

27. Income/Expenditure Figures and Payments July 2021

Resolved "To approve the July payments and net results"

28. Finance and General Purposes Committee Actual vs Budget and Forecast April 2021- July 2021

Resolved "To approve the forecast as at July 2021"

29. Model Code of Conduct and Cllr / Staff Protocol Review

Resolved "To adopt the model Code of Conduct and Cllr/Staff Protocol and Anaconda whatsapp to be used for emergencies only.

30. Play Area Designated Reserves: To Consider Upper Saxondale Recommendation and Release of Balance of Funds for General Maintenance 21/22

Resolved "To approve the expenditure from designated reserves for the repairs at Upper Saxondale Play Area up to £2,385 and to release any remaining balance from Play Areas Designated Reserve to 2021/22 budget for ongoing maintenance only for the remainder of the financial year, currently estimated at £4,754.

31. Public Toilets Tax: To Note New Non Domestic Rate Relief

New Govt legislation has introduced rate relief for public toilets with effect from Apr 2020. Subsequently Council has received a refund for 2020/21 of £623.75 and this year's budget 2021/22 of £664 will no longer be used, giving a windfall of £1,287.75. - Noted

32. Worldpay / Debit Card Payment Receipts: To Consider Benefit of Continuation of this Option

It was noted that the Worldpay debit card system is cumbersome and costly for the minimal transactions that are carried out in this way. Most payments are now via bacs transfer. It was

Resolved: To discontinue the service of payment by debit card with immediate effect and not renew the Worldpay licence and encourage bacs transfers as the preferred method.”

Carbon Clever Working Group: Recommendations via Planning Meeting

33. To Clarify membership and lead Cllr of the I.T Working Group vs Publicity and Publications

Resolved “To approve the terms of reference for the new Working Group and membership confirmed as HC,MD,MDK,ID,AM,SM,PT. Cllr Davis to lead.

The Clerk will also update the membership of standing committees.

34. To Approve Amendment to Financial Regulations re Procurement and Sustainability

Resolved “To approve the following addition”.

“10. Orders for Work, Goods and Services”

10.3 *All members and officers are responsible for obtaining optimum value when placing an order. The assessment of value will be based on a balance of quality, cost, time frame and impact on the environment.*

An officer issuing an order shall ensure as far as reasonable and practicable that the best available terms are obtained in respect of each transaction, usually by obtaining three or more quotations or estimates from appropriate suppliers, subject to any de minimis provisions in Regulation 11.1 below.

Correspondence:

35. RBC Gambling Policy Consultation

Statement of Licensing Principles. Consultation ends 12th September 2021. Noted.

36. Big Notts Survey (subsequently received)

N.C.C Council Plan Development: Engagement Events for Town and Parish Councils

Mon 20th Sept – 6 - 7.30pm – County Hall

Mon 27th Sept – 6- 7.30pm – The Crossing Church – Worksop

Noted.

37. Cllrs Reports

- Cllr Graham advised that the Gazebo is due to be installed in the Grange Grounds on 11 October, he has issued a small statement on social media to inform the public of the project. To note it is also ‘Superhuman Day’.
- Cllr Bere advised that the Playpark at Princes Place will be constructed shortly. (Maintained by William Davies). Noted that the Charity Shops and Bins in the village are full.
- Cllr Thomas advised that another meeting is potentially being arranged for 27 Sept with the DfT regarding the Trains Service.
- Cllr Dunn noted that the recent crime figures for Radcliffe were relatively low, but it was a shame that the new development had already been targeted.

38. Date of Next F&GP/Amenities Meeting: 5th October 2021 (Tuesday, Grange Hall)

There being no further business the meeting ended at 8.50 pm

Signed: ChairmanDate