



Radcliffe on Trent Parish Council

Parish Clerk: Karen Green
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Minutes of the Annual Parish Council Meeting held on Tuesday 3rd May 2022 at 8pm at The Grange

Present: Cllr Jo Spencer (Chair), Cllr Sue Clegg (Vice Chair), Cllr Gillian Dunn, Cllr Anne Mcleod, Cllr Harry Curtis, Cllr Tracy James, Cllr Matt Douglas-Kirk, Cllr Oliver Bere, Cllr Phil Thomas, Cllr Shaun Moroney, Cllr Carol Chambers, Cllr Lorraine Foster, Cllr Irene Dovey, Cllr Ian Rhodes, Cllr Alice Tomlinson, Cllr Martin Davis, Cllr David Graham.

Also present: Karen Green (Clerk) and no members of the public.

1. Election of the Chair of the Council and Acceptance of Office

The Clerk asked if there was anyone else who wished to be considered for Chair of the Council other than Cllr Jo Spencer who has already expressed her interest and it was confirmed there was no one else.

Proposal: To elect Cllr Jo Spencer to the Chair of the Council.

Vote: Approved unanimously.

Cllr Spencer signer the acceptance of office

2. Apologies for Absence

Cllr Martin Davis, RBC Cllr Abby Brennan, NCC/RBC Cllr Roger Upton – **Approved.**

3. Declarations of Interest

None.

4. Open Session for Members of the Public to Raise Matters of Council Business – limited to 15 minutes

No members of the public present.

5. Election of the Vice Chair of the Council and Declaration of Office

The Clerk asked if there was anyone else who wished to be considered for Vice Chair of the Council other than Cllr Sue Clegg who has already expressed her interest and it was confirmed there was no one else.

Proposal: To elect Cllr Sue Clegg to the Vice Chair of the Council.

Vote: Approved unanimously.
Cllr Clegg signed the acceptance of office

6. Proposal to review and accept Standing Orders

Cllr Thomas asked if anything has changed that they need to be aware of and the Clerk confirmed that nothing significant has changed.

Proposal: To accept Standing Orders.
Vote: Approved unanimously.

7. Proposal to review and accept Financial Regulations

Proposal: To accept the Financial Regulations.
Vote: Approved unanimously.

8. Proposal to review and accept Terms of Reference for Standing Committees

The Clerk advised that the only thing that has changed is that Amenities can now spend the reserve budget for ongoing housekeeping maintenance without having to go back to Finance and General Purpose for approval.

Proposal: To accept the Terms of Reference for the Standing Committees.
Vote: Approved unanimously.

9. Select Members to the Standing Committees

a) Finance and General Purpose

There is no change to the councillors wishing to stand on the Finance and General Purpose Committee.

These are Cllr Dunn, Cllr Thomas, Cllr Davis, Cllr Douglas-Kirk, Cllr Dovey, Cllr James, Cllr Mcleod, Cllr Moroney, Cllr Rhodes, Cllr Spencer, Cllr Tomlinson, Cllr Bere.

Proposal: To accept the above-named councillors as members of the Finance and General Purpose Committee.

Vote: Approved unanimously.

b) Amenities

There is no change to the councillors wishing to stand on the Amenities Committee.

These are Cllr Tomlinson, Cllr Graham, Cllr Davis, Cllr Douglas-Kirk, Cllr Dovey, Cllr James, Cllr Mcleod, Cllr Moroney, Cllr Rhodes, Cllr Spencer, Cllr Thomas, Cllr Bere, Cllr Curtis, Cllr Dunn.

Proposal: To accept the above-named councillors as members of the Amenities Committee.

Vote: Approved unanimously.

c) Planning and Environment

There is no change to the councillors wishing to stand on the Planning and Environment Committee.

These are Cllr Mcleod, Cllr Douglas-Kirk, Cllr Dovey, Cllr James, Cllr Mcleod, Cllr Rhodes, Cllr Thomas, Cllr Curtis, Cllr Dunn, Cllr Clegg, Cllr Chambers, Cllr Graham, Cllr Foster.

Proposal: To accept the above-named councillors as members of the Planning and Environment Committee.

Vote: Approved unanimously.

10. Elect Chair and Vice Chair of the Standing Committees

a) Finance and General Purpose

Proposal: To elect Cllr Gillian Dunn to the Chair of the Finance and General Purpose Committee.

Vote: Approved unanimously.

Proposal: To elect Cllr Phil Thomas to the Vice Chair of the Finance and General Purpose Committee.

Vote: Approved unanimously.

b) Amenities

Proposal: To elect Cllr Alice Tomlinson to the Chair of the Amenities Committee.

Vote: Approved unanimously.

Proposal: To elect Cllr David Graham to the Vice Chair of the Amenities Committee.

Vote: Approved unanimously.

c) Planning and Environment

Proposal: To elect Cllr Anne Mcleod to the Chair of the Planning and Environment Committee.

Vote: Approved unanimously.

Proposal: To elect Cllr Matt Douglas-Kirk to the Vice Chair of the Planning and Environment Committee.

Vote: Approved unanimously.

11. Select members to the Working Groups

Cllrs must be on the Committee the Working Group reports to.

a) Audit (F&GP)

Cllr Bere, Cllr Dunn, Cllr Thomas and Cllr Spencer.

b) PR (F&GP)

Cllr James, Cllr Mcleod, Cllr Spencer, Cllr Thomas, Cllr Graham, Cllr Dovey.

c) IT (F&GP)

Cllr Thomas, Cllr Davis, Cllr Douglas-Kirk, Cllr Dovey, Cllr Mcleod, Cllr Moroney, Cllr Curtis.

d) Health and Safety (F&GP)

Proposal: To combine the Health and Safety Working Group with the Audit Working Group.

Vote: Approved unanimously.

e) Grounds Maintenance inc Nature Reserves (Amenities)

Cllr Spencer, Cllr Graham, Cllr Mcleod, Cllr Curtis, Cllr Thomas.

f) Play Equipment (Amenities)

Cllr Graham, Cllr Mcleod.

g) Leisure (Amenities)

Cllr Curtis, Cllr Graham, Cllr James, Cllr Mcleod, Cllr Rhodes, Cllr Spencer.

h) Football Liaison (Amenities)

Cllr Spencer, Cllr James.

i) Grange and Grange Hall Housekeeping and Maintenance (Amenities)

Cllr Graham, Cllr Mcleod.

j) Events and Marketing (Amenities)

Cllr Spencer, Cllr Curtis, Cllr Moroney, Cllr Dunn, Cllr Douglas-Kirk, Cllr James, Cllr Mcleod, Cllr Rhodes.

k) Neighbourhood Pan (Planning)

Cllr Chambers, Cllr Clegg, Cllr Douglas-Kirk, Cllr James, Cllr Mcleod, Cllr Thomas.

l) Carbon Clever (Planning)

Cllr Clegg, Cllr Dunn, Cllr Mcleod, Cllr Thomas.

m) Environment (Planning)

Cllr Chambers, Cllr Clegg, Cllr Curtis, Cllr Dunn, Cllr Graham, Cllr Mcleod, Cllr Thomas.

n) CIL (Planning)

Cllr Clegg, Cllr Dunn, Cllr Graham, Cllr Mcleod, Cllr Thomas.

o) Trains (Planning)

Cllr Thomas, Cllr James, Cllr Mcleod.

12. Appointed representatives for outside organisations

a) Rural Community Action Nottinghamshire (2)

Cllr Clegg and Cllr Tomlinson.

b) Radcliffe on Trent Sports Association (2)

Cllr Spencer and Cllr James

c) Jeffrey Dole Charity (1)

Cllr Mcleod

d) Radcliffe on Trent Carnival (2)

Cllr Curtis and Cllr Dunn

e) Radcliffe on Trent Twinning Association (1)

Cllr Curtis

f) Radcliffe Infants School (1)

Cllr Graham

g) Radcliffe Junior School (1)

Cllr Mcleod

h) Radcliffe Community Plan (3)

This organisation has now been decommissioned.

i) Radcliffe Residents Association (2)

Cllr Clegg and Cllr Dunn

j) Police Priority Setting Group (3)

Cllr Clegg, Cllr Dunn and Cllr Tomlinson.

k) RBC Economic Growth Board (2)

Cllr Spencer and Clerk Karen Green.

l) Neighbourhood Watch (1)

Cllr Tomlinson

m) Village Fireworks Committee (2)

Cllr Graham

n) Radfest Music Event (2)

Cllr James and Cllr Rhodes.

o) Skatepark Committee (2)

Cllr Tomlinson and Cllr Graham.

p) Military Services Covenant (1)

Cllr James

13. Proposal to approve the Minutes of the Full Council Meeting held on Tuesday 8th March 2022

Proposal: “That the minutes were approved as an accurate record and signed by the Chairman.”

Vote: Approved unanimously.

14. Proposal to accept the Minutes of the Finance and General Purposes Meeting held on 8th March 2022

Proposal: “That the minutes were accepted as an accurate record and signed by the Chairman.”

Vote: Approved unanimously.

15. Proposal to accept the Minutes of the Amenities Meeting held on 5th April 2022

Proposal: “That the minutes were accepted as an accurate record and signed by the Chairman.”

Vote: Approved unanimously.

16. Proposal to accept the Minutes of the Planning and Environment Meetings held on 22nd March 2022 and 19th April 2022

Proposal: “That the minutes were accepted as an accurate record and signed by the Chairman.”

Vote: Approved unanimously.

17. Chairman’s Announcements

Well done to Cllr Moroney – the Easter Egg hunt held in the village proved to be very well received.

Highways have expressed a wish to plant some trees next week on the Triangle however, it is felt that this is not the right time to do this as trees should ideally be planted in the Autumn plus the area is not finished yet. The Clerk will give thanks for the offer but ask if they can do it later in the year.

The Royal British Legion has invited the Chair to a Remembrance Day meeting next week.

18. Clerk’s Report on Previous Minutes

Nothing to report.

19. Year End Accounts 31 March 2022 - Approve and Sign Financial Statements

Proposal: To approve and sign the Financial Statements for Year End Accounts 31.03.22
Vote: Approved unanimously.

20. Annual Return Year End 2021-2022

a) Proposal: To Note & Accept the Report of the Internal Auditor.

Vote: Approved unanimously.

b) Proposal: To Approve and Sign the Annual Governance Statement.

Vote: Approved unanimously.

c) Proposal: To Approve and Sign the Accounting Statements.

Vote: Approved unanimously.

21. Councillor vacancy

It was discussed that it is disappointing that the Parish Council have a councillor vacancy again.

Proposal: To keep the Parish Council as it is with 17 councillors rather than 18.

Vote: Approved unanimously.

22. Website and Facebook

It was discussed that the Parish Council Website is not very user friendly and needs updating. It was suggested a web designer could be hired to look at this. In the meantime, Cllr Douglas-Kirk and Cllr Moroney will have a look at other council's websites to compare.

It was agreed to extend the meeting for 10 minutes.

23. Correspondence

None.

24. Parish Councillors and outside organisation reports

Welcome back to Cllr Graham.

Cllr Clegg has advised the Police Priority Setting Group that they may use The Grange at no cost once per year for their AGM.

Cllr Thomas advised that the special Jubilee train trip to Skegness is going ahead on Wednesday 8th June.

25. Reports from Borough and County Councillors

None.

26. Date of the next Full Council Meeting is Tuesday 28th June 2022 at 8pm

Meeting Closed at 9.04pm.

I declare that the above is a true record of the meeting

Signed

Date

Chair

Radcliffe on Trent Parish Council