



Radcliffe on Trent Parish Council

The Grange, Vicarage Lane, Radcliffe-on-Trent, Nottingham NG12 2FB

Tel: 0115 933 5808, Email: clerk@rotpc.com, Web: www.rotpc.com

Thursday, 06 July 2023

Dear Councillor,

You are hereby summoned to attend a meeting of the **Amenities Committee** which will be held on **Tuesday 11 July 2023** commencing at **19.00** in the Radcliffe Room, **The Grange, Vicarage Lane, Radcliffe-on-Trent, Nottingham NG12 2FB.**

In the interests of transparency, the council asks that any person wishing to record the meetings proceedings informs the Chairman prior to the start of the meeting and that recording equipment is on view.

Belina Boyer
Parish Clerk/RFO

Committee Members: Cllr O Bere (Chair), Cllr Furniss, Cllr Douglas-Kirk, Cllr McLeod, Cllr Curtis, Cllr James, Cllr T Bere, Cllr Dunn

Agenda no	Agenda Item title	Power/Regulation
Open Forum	Members of the public are welcome to present any matter relevant to the wellbeing of Radcliffe-on-Trent. and each resident will receive the attention of the Committee for a period not exceeding 5 minutes, with a maximum of 15 minutes in total. Please see the Standing Orders 3 d-n for details.	Public Bodies (Admissions to Meetings) Act 1960, s 1(1). As amended by The Openness of Local Government Bodies Regulations 2014, s3
	Chair's welcome	
AC24/035	To note apologies for absence.	Local Government Act 1972, s85 (1) & Sch 12, p40.

Agenda no	Agenda Item title	Power/Regulation
AC24/036	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	Localism Act 2011, s31.
AC24/037	To consider any dispensation requests received by the Town Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded.	Localism Act 2011, s33.
AC24/038	To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.	Public Bodies (Admissions to Meetings) Act 1960 1 (2)
AC24/039	To receive the minutes of the previous Radcliffe-on-Trent Parish Amenities Committee meeting(s) and resolve to sign these as a true record of the meeting(s). Paper A – Amenities Committee 23 May 2023	Local Government Act 1972, Sch 12, p41 (1).
AC24/040	To note the Amenities Committee Revenue Budget for 2023/2024. Paper B	
AC24/041	To receive and note a verbal report on ground staff work.	
AC24/042	To note a verbal update from the Conservation Group.	
AC24/043	To consider renewal of the Streetwise waste contract. Paper C	
AC24/044	To consider the temporary provision of toilet facilities at the Wharf lane Recreation Ground. Paper D	Localism Act 2011, s. 1-8
AC24/045	To .authorise the Clerk to sign the licence to install a community board on Shelford Road. Paper E	Localism Act 2011, s. 1-8
AC24/046	To consider a proposal by Cllr Furniss to repair, replace or cap off a tap in the cemetery. Paper F	Localism Act 2011, s. 1-8
AC24/047	To consider a proposal by Cllr Furniss: a) To purchase and install two picnic benches at Dewbury Hill near 'The Lawn' area. b) To install appropriate signage encouraging people to take their litter home with themselves. Paper G	Localism Act 2011, s. 1-8

Agenda no	Agenda Item title	Power/Regulation
AC24/048	<p>To consider a proposal by Cllr Furniss:</p> <ul style="list-style-type: none"> a) To purchase and install two picnic benches at the Lily Ponds near 'The Beach' area. b) To install appropriate signage encouraging people to take their litter home with themselves. <p>Paper H</p>	Localism Act 2011, s. 1-8
AC24/049	<p>To consider a proposal by Cllr Furniss to fund and undertake a professional condition report of the Wharf Lane Pavilion</p> <p>Paper I</p>	Localism Act 2011, s. 1-8
AC24/050	<p>To consider a proposal by Cllr Furniss:</p> <ul style="list-style-type: none"> a) To refurbish the entire toilet block at Rockley Park to include new Male and Female toilet facilities. b) To clean the outside and roof of the current toilet block at Rockley Park to good order. <p>Paper J</p>	Public Health Act 1936, s. 87
AC24/051	<p>To consider a proposal by Cllr Furniss to fund and replace in full the steps at The Rec/Skatepark, with a new handrail that is fit for purpose. 'Caution Steep Steps' signage to remain.</p> <p>Paper K</p>	Localism Act 2011, s. 1-8
AC24/052	<p>To consider a proposal by Cllr Furniss:</p> <ul style="list-style-type: none"> a) To fund and install a new fence between Valley Road Play area and the open space behind. b) To repair the current 'gaps' in fencing around the hedgerow of the play area <p>Paper L</p>	Localism Act 2011, s. 1-8
AC24/053	<p>To consider a proposal by Cllr Furniss:</p> <ul style="list-style-type: none"> a) To repair and clean the current steps down from Valley Road to the Lily Ponds (Marked Yellow on Map A) b) To repair the current handrail along the path towards the weir (Marked Red on Map A) c) To clean/install new steps on the lower section of path (Marked Purple on Map A) d) To install a new handrail (wooden) the full length to join existing sections (Marked Purple on Map A) e) To make improvements to the pathed access to the weir with a new suitable surface (Marked on Map A) 	Localism Act 2011, s. 1-8

Agenda no	Agenda Item title	Power/Regulation
	Paper M	
AC24/054	<p>To consider a proposal by Cllr Furniss:</p> <ul style="list-style-type: none"> a) To approve Parish Council funding and planting of wildflower/meadow flower plants in the triangle area on Bingham Road and to reduce the mowing contract to exclude this area from future cutting with the relevant price adjustment. b) To approach the Borough and County Council for Wildflower planting approval in other key areas of the village and request new 'signage' for all wildflower areas to match. (Example in Appendix A). <p>Paper N</p>	Localism Act 2011, s. 1-8
AC24/055	To receive any items for notification to be included on a future agenda – for information only	
AC24/056	To note the date and time of the next scheduled Amenities Committee meeting as Tuesday, 05 September 2023 at 19.00.	Local Government Act 1972, Sch 12, p10 (2)(a)

PAPER A



Radcliffe on Trent Parish Council

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108/23

DRAFT Minutes of the Amenities Committee meeting held on 13th June 2023 at 7pm in the Radcliffe Room, The Grange Radcliffe on Trent

Members Present:

Cllr Oli Bere (Chair)	Cllr Oliver Furniss (Vice Chair)	Cllr Harry Curtis
Cllr Gillian Dunn	Cllr Tracy James	
Cllr Anne McLeod		

Members Absent:

Cllr Matt Douglas		
Cllr Tracie Bere arrived 19.19		

In attendance:-

Belina Boyer (Clerk/RFO)	Hayley Gandy (Administrator)	
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Also present:

Cllrs Sue Clegg and 1 member of the public.

Agenda No	Agenda Item	Resolution	Action	Power/Regulation
Open Forum	Members of the public are welcome to present any matter relevant to the wellbeing of Radcliffe-on-Trent. and each resident will receive the attention of the Committee for a period	Deferred to item AC24/025		Public Bodies (Admissions to Meetings) Act 1960, s 1(1). As amended by The Openness of Local Government Bodies Regulations 2014, s3



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Agenda No	Agenda Item	Resolution	Action	Power/Regulation
	not exceeding 5 minutes, with a maximum of 15 minutes in total. Please see the Standing Orders 3 d-n for details.			
	Chair's welcome	Welcome to committee for joining on a hot day.		
AC24/018	To note apologies for absence.	Cllr Matt Douglas-Kirk absent and Cllr Tracie Bere will arrive late – Accepted.		Local Government Act 1972, s85 (1) & Sch 12, p40.
AC24/019	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	None		Localism Act 2011, s31.
AC24/020	To consider any dispensation requests received by the Town Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded.	None		Localism Act 2011, s33.
AC24/021	To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.	None		Public Bodies (Admissions to Meetings) Act 1960 1 (2)



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Agenda No	Agenda Item	Resolution	Action	Power/Regulation
AC24/022	To receive the minutes of the previous Radcliffe-on-Trent Parish Amenities Committee meeting(s) and resolve to sign these as a true record of the meeting(s). Paper A – Amenities Committee 23 May 2023	The committee resolved to sign minutes of the Amenities Committee 23 May 2023 as a true record of the meeting..	Administrator to publish.	Local Government Act 1972, Sch 12, p41 (1).
AC24/023	To note the Amenities Committee Revenue Budget for 2023/2024. Paper B	The Clerk presented a spreadsheet incorporating colour coding for expenditure in relation to budget. The committee noted that rates are paid twice yearly. Water bills for the cemetery appeared unusually high. Tree budget is slightly over but we were aware of this. Committee requests that both this new version and the more detailed version be supplied at the next meeting. The committee noted the Amenities Committee Revenue Budget for 2023/2024.	Clerk/RFO to create new version spreadsheet. Clerk/RFO to check cemetery water invoice.	
AC24/024	To receive and note a verbal report on ground staff work.	Noted. Photographs were shown of the work the Ground staff have been doing; planting all over the village,		



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111/23

Agenda No	Agenda Item	Resolution	Action	Power/Regulation
		fixing Wharf Lane Recreation ground steps, fixing a lectern and making safe manhole covers.		
AC24/025	To note a verbal update from the Conservation Group.	<p><i>Standing orders suspended at 7.15pm</i></p> <p>Phil Taylor spoke about changing the design of benches, to have benches with backs on for the lily ponds. He stated that benches like on the Cliff Walk would be suitable as long as they are maintained well and bolted to a plinth. Cllr Oli Bere suggested ordering a trial bench. Phil said that path cutting has not been completed yet at Dewberry Hill and he saw a contractor attempting mowing cliff walk but he hadn't completed the lily ponds area. Phil requests that there be a follow up from NCC</p> <p><i>Standing orders reinstated at 7.25pm</i></p>	Office to looking into further bench options.	
AC24/026	To note a brief verbal update on the April Playground Condition Report.	Clerk informed the committee that the contractor who was approached to fix the fence at Wharf Lane Recreation ground completed the works to ensure it		



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Agenda No	Agenda Item	Resolution	Action	Power/Regulation
		was safe. Clerk is looking at suitable closes as they are currently not working.		
AC24/027	<p>To consider a proposal by Cllr Furniss:</p> <p>a) To publicise Defibrillator locations within Radcliffe on Trent on our website using the official 'Defib Finder' website/link.</p> <p>b) To commit to the installation of three new Defibrillators* on Cliff Walk/Rockley Park area, Woodside Stores/Harlequin area and Crossroads of St Lawrence Boulevard, Kingsway, Bailey Lane and Vancouver Avenue/Canadian Estate area.</p> <p>c) To reduce the defibrillator checks from weekly to monthly in line with guidelines and remove the paper check form and</p>	<p>a) Discussed at length. It was noted that there is a defibrillator at the Health Centre and the Cricket grounds. Proposed to put the mapping on the website Proposed by Cllr McLeod Seconded by Cllr T Bere Unanimous approved.</p> <p>b) RBC in favour of buying more defibrillators. Additional defibrillators to be added to the 4 year plan. Proposed to approve the concept by Cllr McLeod Seconded by Cllr T Bere Unanimous approved.</p> <p>c) Proposed to check defibrillators monthly instead of weekly by Cllr O Bere Seconded by Cllr McLeod Unanimous.</p>	<p>Administrator to add Public Access defibrillator (PAD) to website.</p> <p>Clerk/RFO to look into funding</p> <p>Clerk/RFO to identify funding options.</p>	Public Health Act 1936 s234



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Agenda No	Agenda Item	Resolution	Action	Power/Regulation
	<p>implement a digital, diarised reminder for replacing defibrillator batteries (every 5 years) and pads (every 3 years) to assist in budgeting.</p> <p>Paper C</p>			
AC24/028	<p>To consider a proposal by Cllr Furniss:</p> <p>a) To adopt and implement formal Dog Zone mapping for Parish Council owned/operated areas This will comprise of three colour coded areas. No dogs allowed (Red), Dogs on lead (Amber) and Dogs off lead, but must be under control (Green).</p> <p>b) To share information through social media, Parish Council notice boards and on the Parish Council website alongside a brief explanation of why we have created this map.</p>	<p>There is some ambiguity about what the rules are with dogs in the village. Rushcliffe Country Park have dog zones. Rushcliffe Borough Council would require consulting. It is noted that dog zoning will not make it enforceable. There is a Public Spaces Protection order on parks from RBC. The cemetery is not on this order, it was suggested that the cemetery be changed to a red zoned area and an PSPO obtained from RBC.</p> <p>Resolved: to adopt dog zones and consult RBC on cemetery for PSPO 6 agreed 1 disagreed.</p> <p>For items b and c of proposal to was a unanimous decision to share information on social media etc and to install new signage.</p>		



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Agenda No	Agenda Item	Resolution	Action	Power/Regulation
	<p>c) To fund and install new Parish Council signage at all key points throughout the village, with 'repeater' signs where appropriate.</p> <p>Paper D</p>			
AC24/029	<p>To consider a proposal by Cllr Furniss:</p> <p>a) To remove the clean the Pavilion thoroughly including the removal of debris from the guttering and the roof tiles, ensuring that they are secure, replacing/fixing any which are not.</p> <p>b) To repaint the Pavilion structure in its original colours.</p> <p>c) To install interior and exterior lighting to the Pavilion to enhance aesthetics and deter vandalism.</p> <p>d) To install new CCTV signage to deter vandalism.</p> <p>Paper E</p>	<p>Thank you to Cllr Oliver Furniss for the photos of the pavilion, Items a, b and d are maintenance requests and should be dealt with by ground staff as instructed by the clerk.</p> <p>It was noted that the centenary is in 2027, it would be good to refurb the pavilion before that.</p> <p>Costs for lights to go onto the 4 year plan.</p>		



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115/23

Agenda No	Agenda Item	Resolution	Action	Power/Regulation
AC24/030	To consider a proposal by Cllr Furniss to fund and install new shaded structures at Radcliffe on Trent Skatepark/Wharf Lane picnic area. Paper F	Discussed at length. Proposed to be placed on 4 year plan, possible funding through CIL and S.106 possible.		
AC24/031	To consider a proposal by Cllr Furniss to fund and install temporary toilet facilities at The Recreation ground for a 6-week trial period over the Summer Holidays (24-07-23 – 10-09-23). Paper G	Discussed at length. It was proposed to bring back to next meeting with costings. Proposed by Cllr Dunn Seconded by Cllr Bere unanimous approved	Obtain costings and take back to next meeting.	Public Health Act 1936 s.87
AC24/032	To note a decision of the Grange and Grange Hall Committee and consider steps to deal with anti-social behaviour in the Grange Hall Grounds.	A request from Grange and Grange Hall to deter anti-social behaviour at the weekends. Discussed at length. Clerk met with PC Sanders who advised that obtaining security would be over the top.	Put a poster on FB to remind residents to report anti-social behaviour and vandalism to 101. Continue to monitor Grange grounds situation. Take to full council	
AC24/033	To receive any items for notification to be included on a future agenda – for information only	Archaeological society wish to dig in the grange grounds – for next agenda. Village show meeting is on 14 th June – volunteers required, please help.		Local Government Act 1972, Sch 12, p10 (2)(a)
AC24/034	To note the date and time of the next scheduled Amenities	Noted. Cllr James gives apologies.		Local Government Act 1972, Sch 12, p10 (2)(a)



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Agenda No	Agenda Item	Resolution	Action	Power/Regulation
	Committee meeting as Tuesday, 11 July 2023 at 19.00.			

The meeting closed at 9pm

Signed as a true record of the Meeting: _____ Dated _____

Presiding chair of approving meeting

PAPER B

Grounds Team Activities:

1. Regular watering Monday/Wednesday/Friday.
2. All seasonal planting is now complete.
3. Re installed a bench on the cliff top, which was removed at the request of contractors working on the sub station near the playground.
4. Undertake emergency repairs to the steps at Wharf Lane prior to "Radfest"
5. Repair fencing around wharf Lane car park.
6. Collect a new panel & Replace a damaged fence panel at Rockley Park.
7. Provide cover for each other during periods of annual leave.
8. Daily weeding throughout the village. Rockley Park. Cemetery. Vicarage Lane, etc.
9. Replace tap and make a new security box at the Cemetery.
10. Daily cleaning of the toilets and pavilion at Rockley Park.

Notes by Phil Taylor

Here are a few notes ahead of next Tuesday's Amenities Committee Meeting:-

1.Replacement Benches (3) for the Riverside

Has any progress been made since the last Amenities meeting? Email correspondence from 14/06/2023 refers. Are we proceeding with a Cliff Top-style bench with back support, John Ingram fixing?

2.Path cutting at the Riverside

NCC contractor returned on 19th June to cut the public footpaths with strimmers (unable to access site with small ride-on mower). Due to heavy vegetation growth, this must have proved difficult and some sections remain quite 'tight' and will soon re-grow - see the attached photo of the section up towards the weir boom, taken on 20th June. Please could we arrange for a second cut by Paul Hunt at the end of July or beginning of August, please? This is in fact in line with previous years and is covered in the Nature Reserves budget. For reference, Paul cut the public footpath circuit last year on 28th July. Conservation Group has cut the non-public footpaths upstream (some sections twice).

3.Handrail replacement / repairs at Hollow Well steps

See your email of 20th June. I understand you were planning to carry out some form of risk assessment there prior to any replacement of the collapsed rail (which now appears to have been removed). Have you been able to do that yet?

4.Dewberry Hill - Grass Cutting

(a).Grassland Areas - will be due for annual cutting early-mid September. Areas to be cut have been set out in the **Dewberry Hill Management Plan 2020 - 2024** (please refer to Page 16 subsections 3.1.3 and 3.1.4 within Section **3.2 Five Year Work Plan** , and for further information refer to 2.4.2 within **2.4 Management Proposals** on Page 13). This mowing work is included in the Nature Reserves budget. Several of us from the Conservation Group usually meet briefly with Mark Winter beforehand to discuss. Please could you book Mark for September, actual dates to be arranged?



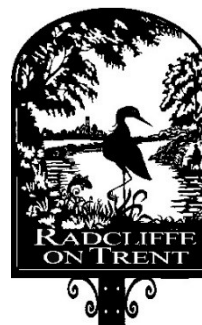
(b).Scrub Clearance and Path Cutting - we've been able in recent years (via Rushcliffe Borough Council and Nottinghamshire Wildlife Trust) to secure the services of a remote-controlled brushcutter, which has helped enormously with these tasks. The work is fully-funded by RBC and the machine is operated by a contractor at various Rushcliffe sites, usually during late September. Funding for this year has been confirmed. Dates and further details probably won't be available until next month. I'll liaise with Ben Driver at NWT and Paul Phillips at RBC and forward more information to you once I receive it.

5.Rushcliffe Borough Council - Tree Scheme

I've noted Oli's email reply from 7th July and that this is now proposed as an agenda item for discussion / decision at Amenities on 5th September. Based upon that, the Conservation Group would then be able to schedule in necessary work to prepare tree plots sometime in October.

PAPER C

Officer Report to
Amenities Committee
Report Author: Belina Boyer
Report Date:



StreetWise Bin Collections Radcliffe-on-Trent

Background

The Council has contracted to empty its bins and dog bins by Streetwise. Streetwise was taken back in house to RBC earlier in the year and the basis of our contract was questioned by both parties.

ROTPC considered the cost for the services too high and was looking into making savings whilst Streetwise had provided services without charging for them.

Our Streetwise bill in previous years should have been significantly higher than it was. We will need to find a workable solution that will give sufficient emptying and litter picking without increasing costs substantially.

Most recently we received the following message from Streetwise:

We have completed a review of the historic bins using information from the contract, the map that was provided by Sally (attached) and working with our team on the ground and their knowledge of the bins in the area.

These are the bins that we have identified that are not listed in the contract that we believe belong to the Parish, therefore come under the Historic Bins

- *Cliff Path 5x dog bins - access points Grandfield Crescent, through Rockley memorial park, Cliff Drive and Ridge Lane/Valley Road*
- *Dewberry Hill Cropwell Road entrance 1x dog bin*
- *Wharf Lane recreation Ground 3 x dog bins*

The review also raised some queries about some other bins, which we would welcome some clarification.

- *The Grange, there is a total of 6 litter bins, including those by the BBQ. The contract notes that only 2 are emptied which our team confirmed to be, the one by the play area and the one to the left of the bandstand as you enter from Main Road. They also noted that the further 2 bins around the bandstand area are relatively new. Are any changes required in the contract to accommodate the extra bins?*
- *Bingham Road play area, the bin is located between the play park and the artificial football pitches. There are 2 other litter bins in this area - one in the car park and one on the edge of the grass pitches. Do these belong to the Parish or the sports club?*

Costings for the historic bin section of the contract

Taking the information above about the historic bins and the frequency of emptying our teams have been completing I have been able to better break down the cost of the historic bin section. This section of the contract for 2023-24 is currently at a cost of £3153.15.

Just to note that I have calculated the cost of the Wharf Lane dog bins based on the frequency that was in the contract for the litter bins although the team were actually delivering above the contract requirements last year and emptying them 3x per week.

Table 1

<u>2022-23 costs</u>	Number of bins	Frequency per week	Cost per annum
Cliff Path	5	3	£ 3,120.00
Wharf Lane	3	1	£ 624.00
Dewberry Hill	1	1	£ 208.00
			£ 3,952.00

Table 1 has been populated using the costs from the 2022-23 contract prices. There is a significant difference between the price the Parish paid (£2,866.50) and what the price should have been using the above information about the historic bins.

Table 2

<u>2023-24 costs</u>	Number of bins	Frequency per week	Cost per annum
Cliff Path	5	3	£ 3,432.00
Wharf Lane	3	1	£ 686.40
Dewberry Hill	1	1	£ 228.80
			£ 4,347.20

Table 2 has been populated using the prices from the contract for this year.

- **The Bingham road play area bin is not the responsibility of ROTPC.**
- **The two bins in the Grange Grounds by the barbeque are emptied by our staff as and when required.**

Proposal

All the suggestions below will need to be trialled and monitored. Arguably the 6 weeks of summer holidays will be the time of most intensive use of our outdoor spaces – apart from events. It will be an ideal time to test and assess the proposed changes.

- Reduce the number of litter bins being emptied at Wharf Lane – is appears feasible to reduce the number from 11 to 9.

- Replace “open” bins with lidded ones to decrease litter reusing existing bins moved from the Grange Grounds and within Wharf Lane
- Reduce number of dog bins at the recreation ground to 2 and maybe replace these for higher capacity bins (currently 25l, I believe) at a cost of approximately £250 plus installation.
- Trial a change in collection and litter picking days (currently Monday and Saturday in summer months) I would like to see Friday and Monday (incl. Bank holidays) in summer months. Thus saving a little money on weekend rates.
- Reduce the frequency of dog bin emptying on the Cliffe Walk from 3 to 2.
- Add weekly litter picks in summer at the Grange.
- Move the least used bin at the Grange and use it to replace broken bin at Wharf Lane

PAPER D

Wharf Lane Portable toilet hire 26th July until 6th September.

Quote 1:

Need a Loo Notts

Our weekly hire rate is £30 + Vat per toilet which includes a free weekly service consisting off emptying, cleaning and restocking the toilet rolls.

Delivery is £30 + Vat Total for all toilets

Collection £30 + Vat Total for all toilets



Quote 2:

Euro Loo

Single Portable Toilet (Event)	1	£ 50.00	Per Week
Delivery - Single Portable Toilet (Event)	1	£ 30.00	
Collection - Single Portable Toilet (Event)	1	£ 30.00	

This is plus VAT

All our chemical toilets include FREE servicing, hand wash facility, complimentary toilet rolls and are delivered ready to use by our friendly, uniformed driver.



Disabled access loo

Single Portable Toilet (Disabled Access)	1	£ 60.00	Per Week
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Delivery - Single Portable Toilet (Disabled Access)	1 £ 40.00
Collection - Single Portable Toilet (Disabled Access)	1 £ 40.00

Plus VAT

Quote 3:

Thistle loos

The cost includes a weekly service where the toilet will be emptied, the sink refilled with water and a pack of 4 toilet tissues

Portable toilet @ £30 + VAT per week

Disabled toilet @ £50 + VAT per week

Transport £100 + VAT

Quote 4: Pee Wee – not received yet. Awaiting reply.

Considerations:

One single disabled access cubicle should suffice as we are not expecting endless queues. A disabled access cubicle would make it easier for parents to take their young children into the cubicle with them as well as obviously providing access for disabled users.

Space is limited as the cubicles need to be on solid level ground and should be secured to prevent toppling. The available hardstanding footprint is limited and not very even.

A thorough risk assessment will need to be carried out before installing the cubicle(s) as this is a new activity for the council.

Cost

At £60 per week for six weeks the council would expect to pay £360 for a single cubicle plus up to £200 for delivery and collection.

Recommendation:

- To hire one unisex disabled access toilet cubicle.
- Authorise the Clerk to choose the best value for money provider for the situation.
- To evaluate the success of the scheme at the end of the summer and decide then whether to look into a more permanent solution for the following year.

Late quote:

Get Loo

Additional Cleans are charged at £25 + Vat per toilet which includes restocking.

Disabled toilets we can do no problem but they are more expensive as its peak season £70 + Vat per week

Additional servicing is still only £25 + Vat

PAPER E

Radcliffe on Trent Parish Council
11 Vicarage Lane
Radcliffe on Trent
NG12 2FB

Your reference

Our reference

AK/361053/1959
UKM/75304516.1

23 June 2023

Dear Sirs

**PROPERTY: THE RADCLIFFE, 64 SHELFORD ROAD, RADCLIFFE ON TRENT,
NOTTINGHAM, NG12 1AW SHOWN EDGED RED ON ANNEXED
PLAN**

LICENSOR: RED STAR PUB COMPANY (WR III) LIMITED

LICENSEE: RADCLIFFE ON TRENT PARISH COUNCIL

We are writing to confirm the terms in consideration of which the Licensor today allow you the Licensee to install a community board ("**Community Board**") on the area of the car park of the Property marked with an "X" on the attached plan ("**Designated Area**").

1. TERMS OF LICENCE

The terms are as follows:

- 1.1 This consent will cease to be valid if the community board has not been installed (in accordance with the terms of this letter) within 2 months from and including the date of this letter.
- 1.2 To obtain from the competent authorities any necessary permissions in connection with the installation of the community board and, forthwith upon request by the Licensor, to provide (without charge) the Licensor with a certified copy of such permissions.
- 1.3 To keep the community board in good condition including ensuring that the community board is properly erected and maintained.
- 1.4 To pay for the costs incurred in the installation, maintenance and removal of the community board.
- 1.5 Not to cause any obstruction towards the parking spaces in the car park or interfere with the fabric of the Property.
- 1.6 Not to cause any nuisance or damage to the Licensor by the erection, retention and dismantling of the community board and, if such damage is caused, to make good the same.
- 1.7 On the determination of this licence (howsoever determined), remove the community board from the Designated Area and make good any damage caused (at its own cost) to the Property by the community board having been affixed to it

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to the reasonable satisfaction of the Licensor (it being agreed that, if despite such obligation the community board is not removed from the Designated Area within 21 days of such determination, it may be disposed of by the Licensor as he thinks fit without any liability to the Licensee);

1.8 Licensee to indemnify the Licensor

To keep the Licensor fully indemnified against all actions, claims, demands, costs, liabilities, losses and expenses which may be incurred:

1.8.1 in connection with this license; and/or

1.8.2 by reason of breach of the Licensee of its obligations under this licence.

2. TERMINATION

This licence will determine on the earliest of;

2.1 on _____ 202__; or

2.2 Upon the Licensor giving _____ weeks' notice to the Licensee requiring this License to determine; or

2.3 If the Licensee is in breach of its obligations under this licence the Licensor may determine this licence immediately by giving notice to that effect to the Licensee.

3. LETTER TO BE COUNTERSIGNED BY LICENSEE

Please indicate confirmation of the Licensee's acceptance of the terms set out in this letter by signing and returning to the Licensor's solicitors the enclosed duplicate of it. The Licensee warrants to the Licensor that the person so signing on its behalf is an authorised signatory.

Yours faithfully

DLA PIPER UK LLP

We confirm receipt of a letter of which this is a copy and confirm our agreement to the terms it contains.

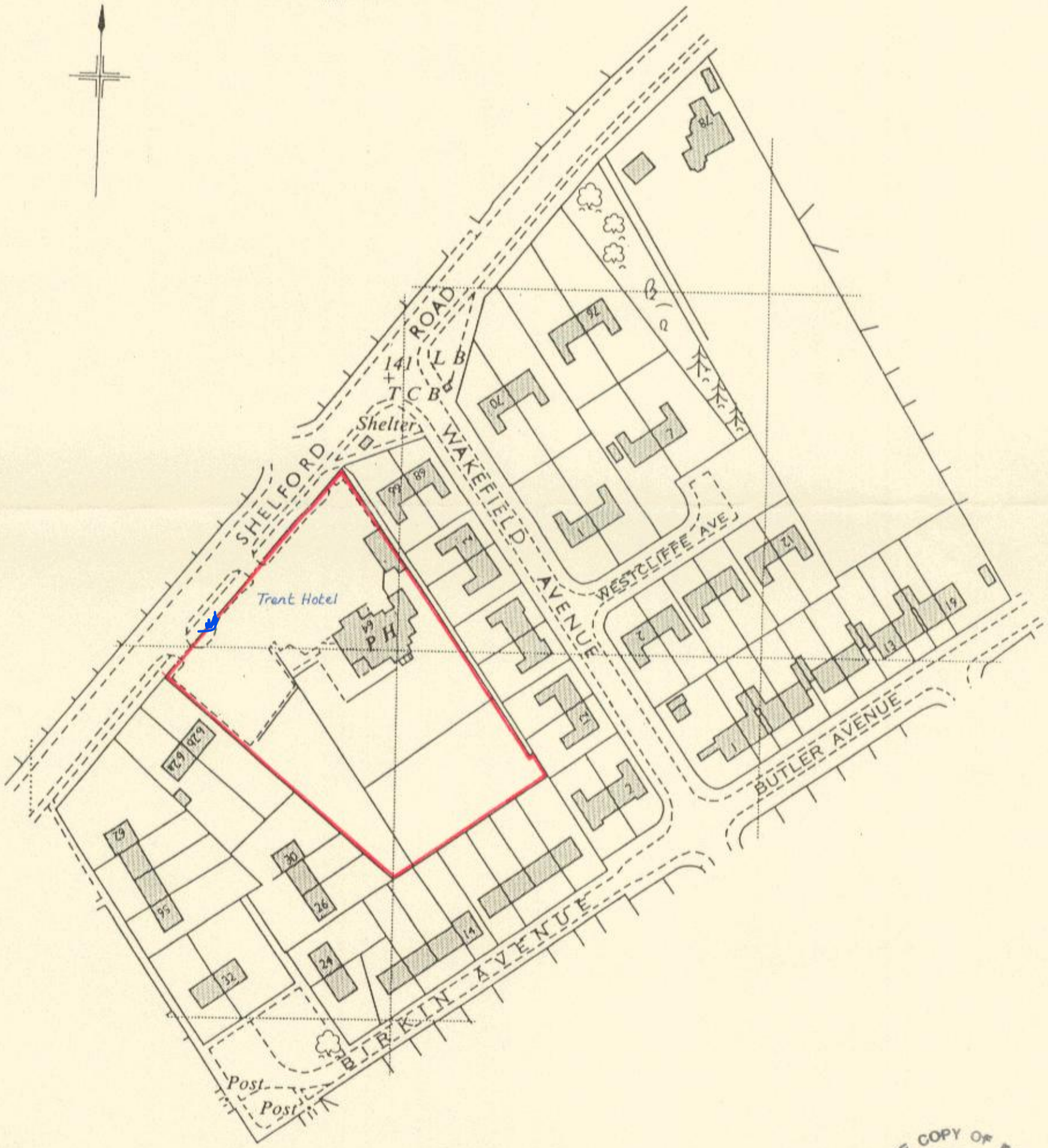
DATE:

.....

Signed by or on behalf of **RADCLIFFE ON TRENT PARISH COUNCIL**

H.M. LAND REGISTRY		TITLE NUMBER	
		NT 251172	
ORDNANCE SURVEY PLAN REFERENCE	SK 6539	SECTION D	Scale 1/1250 Enlarged from 1/2500
COUNTY NOTTINGHAMSHIRE	DISTRICT RUSHCLIFFE	© Crown copyright 1974	

RADCLIFFE ON TRENT PARISH



PAPER F

Cemetery Tap Proposal

Key Concept

The top tap at the cemetery is leaking and a decision on the future of the tap is required.

Rational and Background

The tap at the top part of cemetery developed a persistent leak (See Appendix A) and requires urgent attention. Contractors have currently isolated the tap and several possible options exist surrounding the future of the tap.

A previous repair and upgrade was completed on the bottom tap (See Appendix B) which also removed the wooden structure, which is prone to weathering, vandalism and didn't promote easy access for maintenance. The new tap was well received by cemetery visitors.

Proposals

Option 1 – Repair and replace the tap with 'like-for-like' pipework in addition to wooden boxing (Approx cost £500, plus PC staff time in construction)

Option 2 – Replace and 'upgrade' the tap to match the bottom cemetery tap with new stainless steel standpipe structure ((See Appendix B (Approx cost c.£1000, no PC staff input))

Option 3 – Remove and cap off the tap from use and leave only one tap in the cemetery

Suggested Budget

Costs to be taken from Cemetery maintenance budget

Appendix A – Leaking tap at the top of the cemetery



Appendix B – Tap at the bottom of the cemetery



PAPER G

Picnic Benches at 'The Lawn' – Dewbury Hill Proposal

Key Concept

There is limited seating at Dewbury Hill, with only current benches which do not lend themselves to any length of stay which would be suitable for families or groups. This should be increased and encourage people to visit this area to enjoy the space.

Rational and Background

There are currently only sitting benches (See Appendix A) at Dewbury Hill and no picnic benches. Dewbury Hill is a unique space within our village and has wonderful open spaces home to a wide variety of plants and animals. In the summer months, many people choose to enjoy our natural environment and spend time outdoors with their families and friends, which includes having picnics and socialising.

At present there is no picnic style seating available on Dewbury Hill for people to enjoy a picnic and spend longer enjoying the outdoors. To try and minimise the impact to the local wildlife and grasslands a suitable and sensible place to site new picnic style benches would be at the 'Lawn' area. The Lawn would adequately fit two picnic style benches for people to use (See Appendix B) without having a significantly negative ecological impact.

There are two main issues which may arise from placement of benches at Dewbury Hill. These are around litter and vandalism. To mitigate these accordingly it would make sense for The Parish Council to purchase cheaper, replaceable benches for Dewbury Hill in case of vandalism (See Appendix C). In addition, these come 'flat pack' making it easier to 'build on site' and install rather than attempt to carry ready-made which is very heavy/unsafe.

To try and reduce the impact of litter, place new signage (See Appendix D) at The Lawn to encourage people to take their litter home and avoid a bin emptying cost increase. The Parish Council must trust that people will respect the area and take responsibility for their litter and social media and communication is key to this.

Proposals

1. To purchase and install two picnic benches at Dewbury Hill near 'The Lawn' area.
2. To install appropriate signage encouraging people to take their litter home with themselves.

Suggested Budget

Nature reserves budget

Appendix A – Benches currently at Dewbury Hill



Appendix B – Location of 'The Lawn' site for new benches







Appendix C – Suggest bench style



+ - ↺

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Appendix D – Example signage



PAPER H

Picnic Benches at 'The Beach' Proposal

Key Concept

There is limited seating at the Lily Ponds, with only current benches 'without backs' designed for short breaks when walking and do not lend themselves to any length of stay or suitable for families or groups. This should be increased and encourage people to visit this area to enjoy the space.

Rational and Background

There are currently only thin, sitting benches, some covered with grassland, (See Appendix A) at the Lily Ponds and no picnic benches. The Lily Ponds are a wonderful natural environment which should be enjoyed by more residents and visitors to the village. Especially in the summer months, many people choose to enjoy our natural environment and spend time outdoors with their families and friends, which includes having picnics and socialising.

At present there is no picnic style seating available at the Lily Ponds for people to enjoy a picnic and spend longer enjoying the outdoors. To try and minimise the impact to the local wildlife and grasslands a suitable and sensible place to site new picnic style benches would be at where locals affectionately call 'The Beach'. Next to The Beach there is an area of grass which would adequately fit two picnic style benches for people to use (See Appendix B).

There are three main issues which may arise from placement of benches at the Lily Ponds. These are around flooding, litter and vandalism. To mitigate these accordingly it would make sense for The Parish Council to purchase cheaper, replaceable benches for the Lily Ponds in case of vandalism (See Appendix C). In addition, these come 'flat pack' making it easier to 'build on site' and install rather than attempt to carry down ready-made which is very heavy/unsafe.

If possible, fix the feet in with concrete style post-stick to mitigate the risk of losing benches if a flooding event occurs. Fixing the feet only rather than a full concrete base will help minimise environmental destruction. Finally, to try and reduce the impact of litter place new signage (See Appendix D) at The Beach to encourage people to take their litter home with them as it is impractical to place a bin at the Lily Ponds as emptying would be difficult and increase cost. The Parish Council must trust that people will respect the area and take responsibility for their litter and social media and communication is key to this.

Proposals

1. To purchase and install two picnic benches at the Lily Ponds near 'The Beach' area.
2. To install appropriate signage encouraging people to take their litter home with themselves.

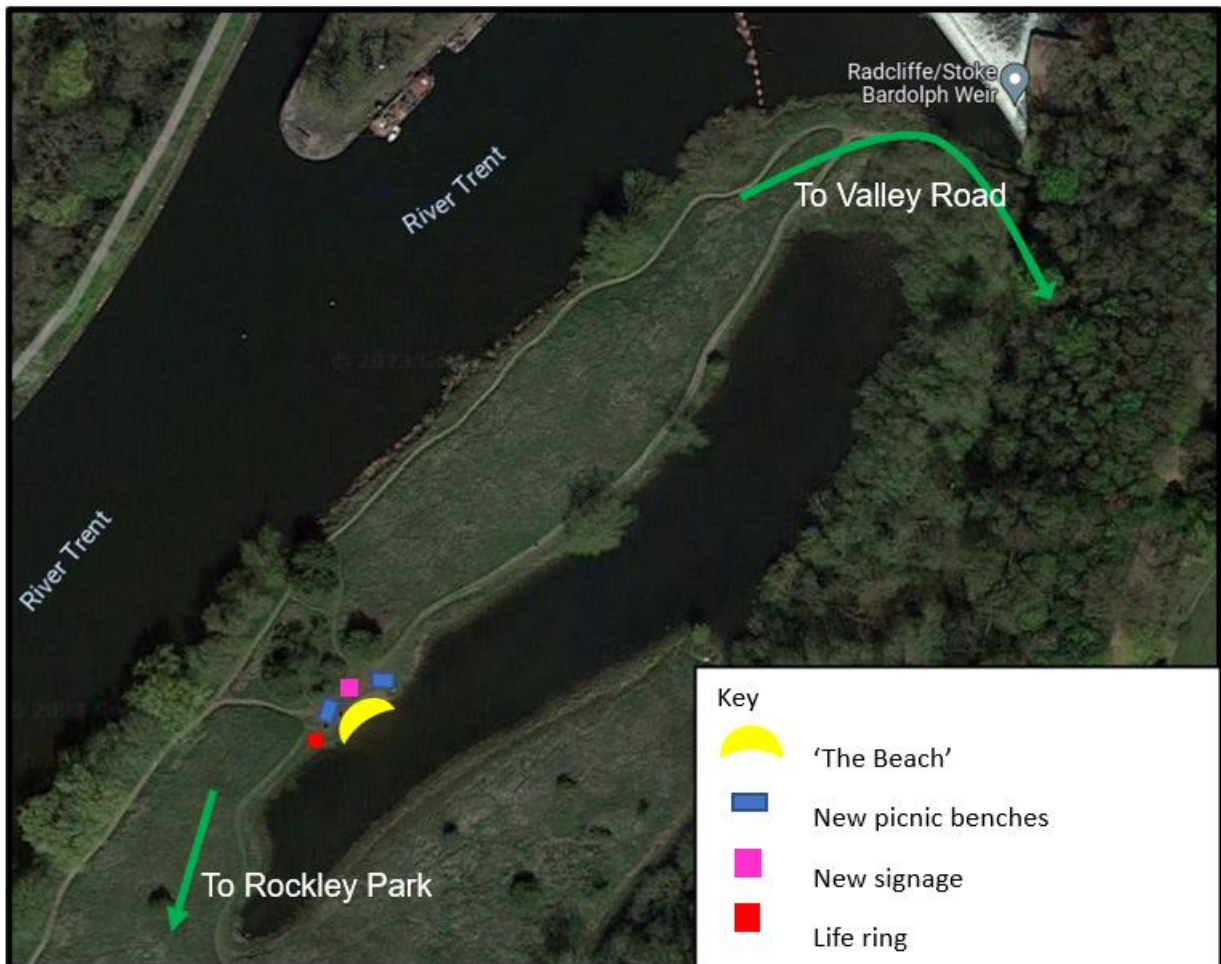
Suggested Budget

Nature reserves budget

Appendix A – Benches currently at The Lily Ponds



Appendix B – Location of 'The Beach' site for new benches





Appendix C – Suggest bench style



+ - ↺

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Appendix D – Example signage



PAPER I

Wharf Lane Pavilion Condition Report Proposal

Key Concept

The Pavilion at Wharf Lane needs to be professionally assessed to make a fully informed decision of its condition, structural integrity and its future.

Rational and Background

The previous Parish Council had 'assessed' that the Pavilion needed to be redeveloped and a proposal for development was submitted to Rushcliffe Borough Council which subsequently was turned down due to the unsuitable plan submitted.

A full and expert condition report will facilitate The Parish Council to make a more informed decision about the pavilion rather than hearsay and assumptions. The Council currently has a 'Leisure Hub' reserve, a proportion of these funds should be used to undertake a condition report of the Pavilion.

To fully determine the future options of the Pavilion and possibly The Rec more broadly, a condition report should be completed to provide The Parish Council with information on the buildings' current state and therefore, the basis to make any plans for the future of the Pavilion.

When seeking funding options for any 'rebuild' of the Pavilion, the Parish Council would be better placed to secure this with a proper condition report rather than assumptions.

Proposals

1. To fund and undertake a professional condition report of the Wharf Lane Pavilion

Suggested Budget

Leisure Hub designated reserve

PAPER J

Rockley Park Toilet Restoration Proposal

Key Concept

There should be a greater provision of toilet facilities provided by The Parish Council throughout the village, particularly for high use areas such as Rockley Park (& serving Cliff Walk etc).

Rational and Background

There were previously toilet facilities at Rockley Park, Male and Female as well as an Accessible Toilet. Mainly due to the existing facilities falling into disrepair (See Appendix A) the Male and Female sections of the toilet block were closed and sealed off to the public, these are now 'storage'.

This left the Accessible toilet the only one available for all users (See Appendix B). Consequently, due to the shorter opening hours and lack of facilities, there have been complaints to The Parish Council and people have been known to knock on the tenant of bungalow to ask to use their toilet or question how to get access.

Rockley Park is a popular spot for people to visit and spend time with family and friends especially during the summer months when the weather is nicer and days longer. The park is impeccably maintained however, due lack toilet facilities for residents to use, many undoubtedly have to cut their visits short to the area. Additionally, events such as Party in The Park attract many visitors every year. At present this event results in the hiring of portable toilet facilities. If the block was to be refurbished, there would be a reduction in the hire costs which in turn would save The Parish Council money over time. Furthermore, there is a perfectly suitable structure that is already constructed at Rockley Park meaning that there would be no need to build an additional or new structure (See Appendix C). Investigations would be required to what remains of the old Male & Female toilets but due to the underlying sewage and water connections, it is likely the work involved to restore any connections would not be unachievable.

The Parish Council receives a sizeable sum of money from Rushcliffe Borough Council each year for providing and maintaining toilet facilities within the village. Refurbishment of the toilet facilities at Rockley Park would be a reasonable use of this money with an understandable benefit to the village.

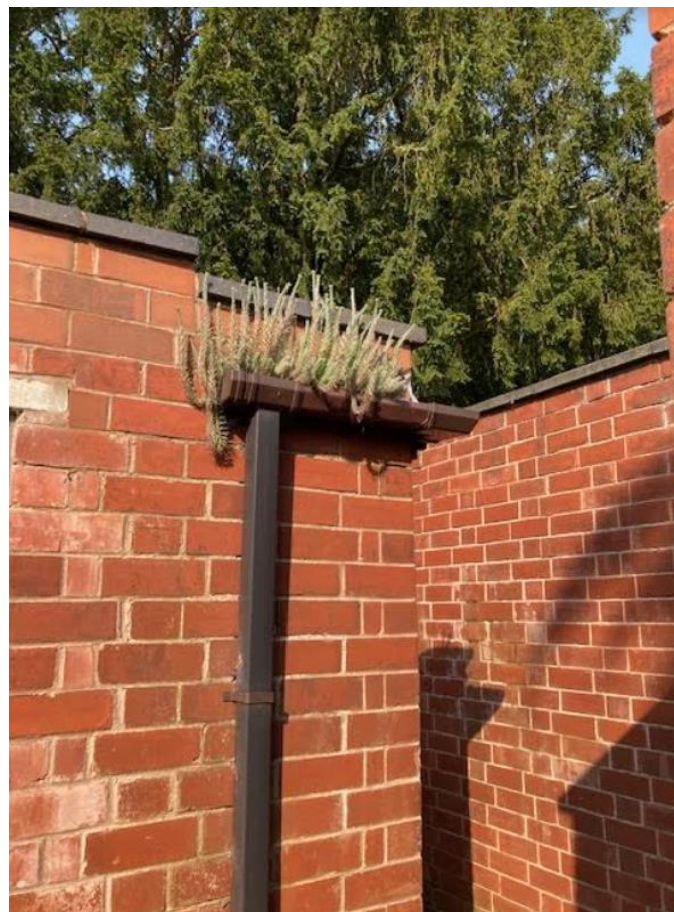
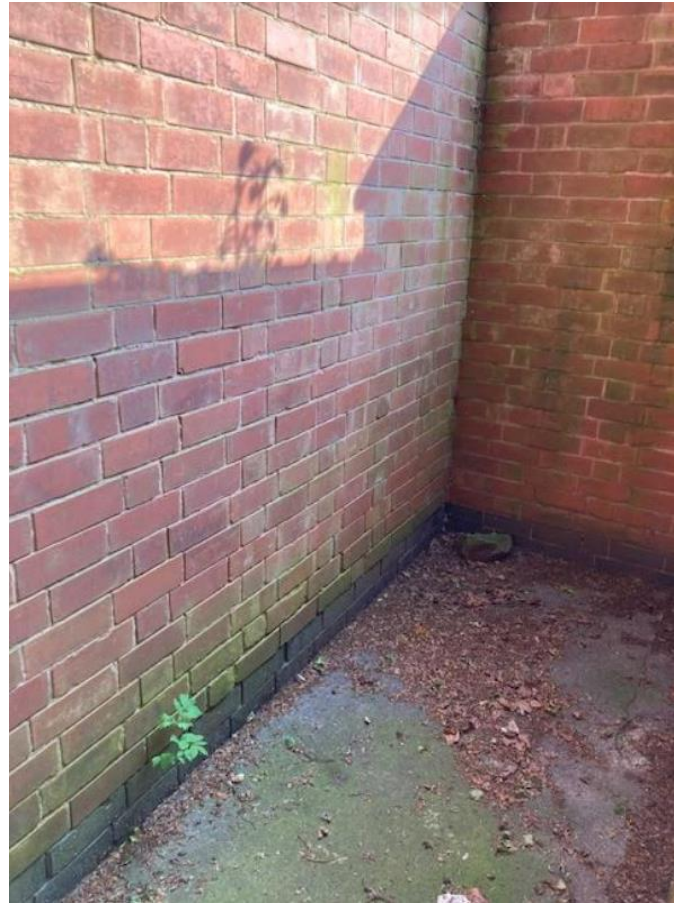
Proposals

1. To refurbish the entire toilet block at Rockley Park to include new Male and Female toilet facilities.
2. To clean the outside and roof of the current toilet block at Rockley Park to good order.

Suggested Budget

Designated/Free reserves

Appendix A – Disrepair of current facilities



Appendix B – Accessible Toilet



Appendix C – Current suitable toilet block



PAPER K

The Rec Steps Proposal

Key Concept

The steps at The Rec are in urgent need of repair and a final decision on their future should be made by The Parish Council as soon as possible.

Rational and Background

The previous Parish Council had 'assessed' that the steps (See Appendix A) near the Skatepark needed to be either replaced or removed and a quotation was received with this money sitting in an accrual.

The steps are widely used by visitors to the Skatepark for access and sitting whilst people use the amenities in The Rec. Many users of the Skatepark are strongly in favour of keeping the steps.

Given the steps are widely used by people it would make sense for the steps to remain in place however, they need significant repairs which may result in replacement in full.

A new set of steps with handrail will future proof the Skatepark access for years to come.

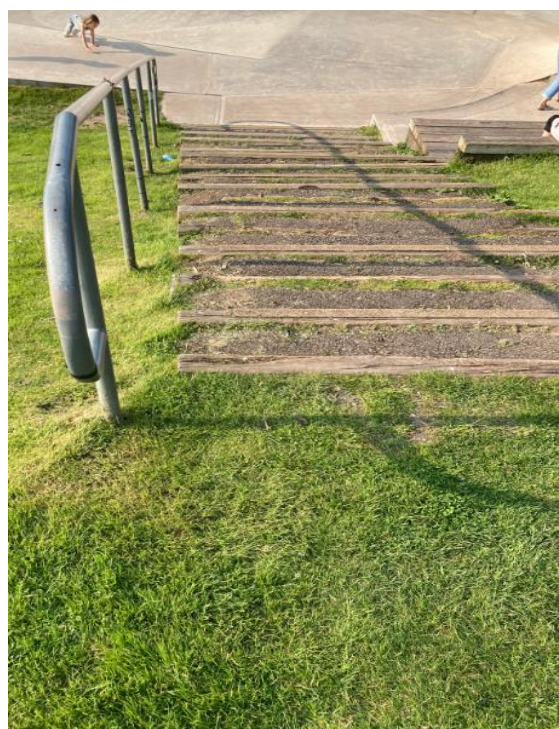
Proposals

1. To fund and replace in full the steps at The Rec/Skatepark, with a new handrail that is fit for purpose. 'Caution Steep Steps' signage to remain.

Suggested Budget

There is currently an accrual for work on the steps this can be used first and any additional spend from Grounds Maintenance budget

Appendix A – Steps at The Skatepark



PAPER L

Valley Road Fencing Proposal

Key Concept

There is currently no defined 'end' to the Valley Road Play Area and the green space behind which is often used by local dog walkers. This causes a potential 'conflict' between users.

Rational and Background

The Valley Road Play Area is currently enclosed only on three sides by hedgerows and partly broken fencing (See Appendix A) however, one side remains open and there is no definitive boundary between the end of the play area and the green space behind (See Appendix B). The space is a mixture of trees and open grassland which is often used by residents to allow their dogs to exercise. Consequently, there is a lack of definition between the two spaces, this could mean that dogs and the children's play area come into direct contact which contradicts The Parish Council's dog zone policy.

The area would benefit greatly from having a low (4ft) fence installed which would create two distinctive areas, remove ambiguity and allow dog owners a specific space to exercise their dogs off-lead, but under control (Green zone) and not inadvertently stray into the play area (Red zone).

It is suggested to use a wooden 'picket style' fence with vertical slats to ground level with either rounded or flat tops (See Appendix C) which would be in keeping with the surrounding environment at the top of Valley Road/Cliff Walk area.

It is not proposed to install a gate on this side with the new fence, the play area can be accessed from the Cliff Walk and the absence of access from this side removes the possibility of dogs and people 'cutting through'. The open space behind remains accessible from further along the Cliff path towards Valley Road.

The proposed fence line would not impact any trees and aligns to a natural straight between the two spaces.

Proposals

1. To fund and install a new fence between Valley Road Play area and the open space behind.
2. To repair the current 'gaps' in fencing around the hedgerow of the play area

Suggested Budget

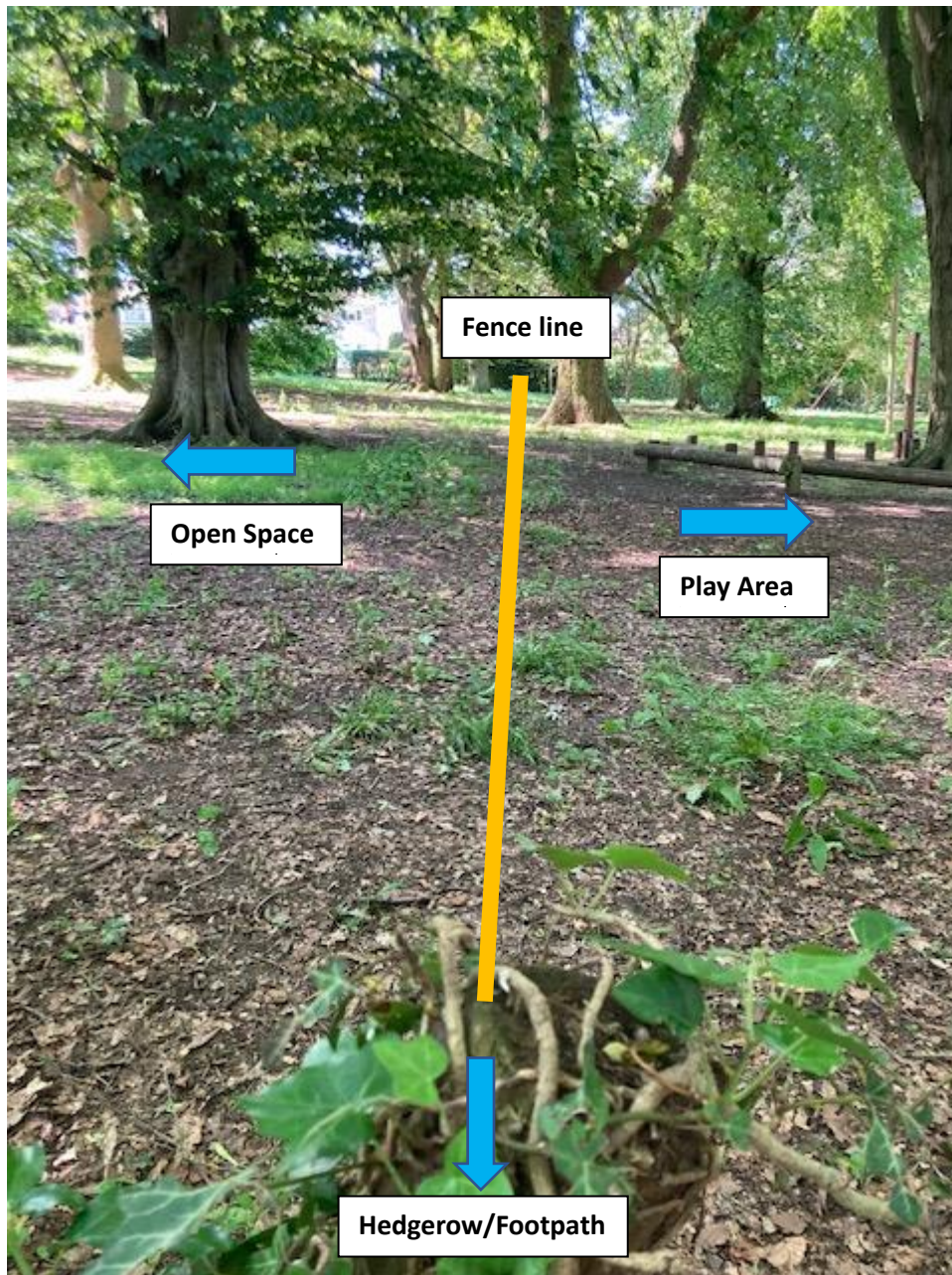
New fence from Play Areas budget

Repairs to existing fence from Grounds Maintenance

Appendix A – Gaps in hedgerow (requiring repair)



Appendix B – Suggested Fence line between two areas



Appendix C – Fence styles



PAPER M

Valley Road Steps to Lily Pond Proposal

Key Concept

The steps and path down to the Lily Ponds (weir side) from the Valley Road entrance are unsafe and neglected. These should be renovated into safe and suitable access for people to enter/exit the ponds from this access point and finalise the 'loop' of the hollow well steps adjacent to Rockley Park which, by contrast are well maintained and have a handrail all the way down.

Rational and Background

The Lily Ponds are a fantastic village asset which are used by many people. Residents use the pond area for a number of different recreational activities however, access to the site can be sometimes difficult. There are two well defined entrances to the ponds, one from the rear of Rockley Park and the other from the Valley Road area.

The access from Rockley Park is very comprehensive, with a well-defined path, handrail, drainage and surface to walk on. Additionally, at the bottom of the path there has been the placement of a wood-chip type surface which is well-draining and safe and suitable to walk on.

However, the Valley Road access has steps that are chipped and broken but does have a handrail (See Appendix A), which then leads to poorly defined steps with no handrail (See Appendix B), the onto a section completely void of anything (See Appendix C).

After this in the direction of the weir, is a mud path with wooden handrail (See Appendix D) which is often impassable during times of heavy rain. This path is not safe or suitable for walking on. In addition to this, there are several sections of the handrail which are broken or rotting away making this route even more unsafe (See Appendix E).

At the far end of the path, there is further muddy areas which, again can be difficult to pass (See Appendix F).

Both access points to the Lily Ponds should be equally well maintained, safe and suitable for residents to self-access the wonderful green space that The Parish Council purchased for the village.

Proposals

1. To repair and clean the current steps down from Valley Road to the Lily Ponds (Marked Yellow on Map A)
2. To repair the current handrail along the path towards the weir (Marked Red on Map A)
3. To clean/install new steps on the lower section of path (Marked Purple on Map A)
4. To install a new handrail (wooden) the full length to join existing sections (Marked Purple on Map A)
5. To make improvements to the pathed access to the weir with a new suitable surface (Marked on Map A)

Suggested Budget

Grounds Maintenance and Nature Reserves

Appendix A – Broken Steps at Top of Path



Appendix B – Missing handrail and poorly maintained steps



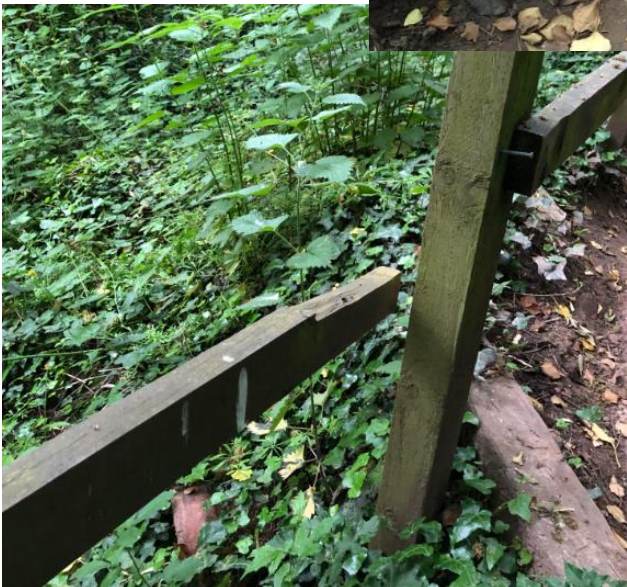
Appendix C – Missing handrail and uneven ground



Appendix D – Mud path with handrail



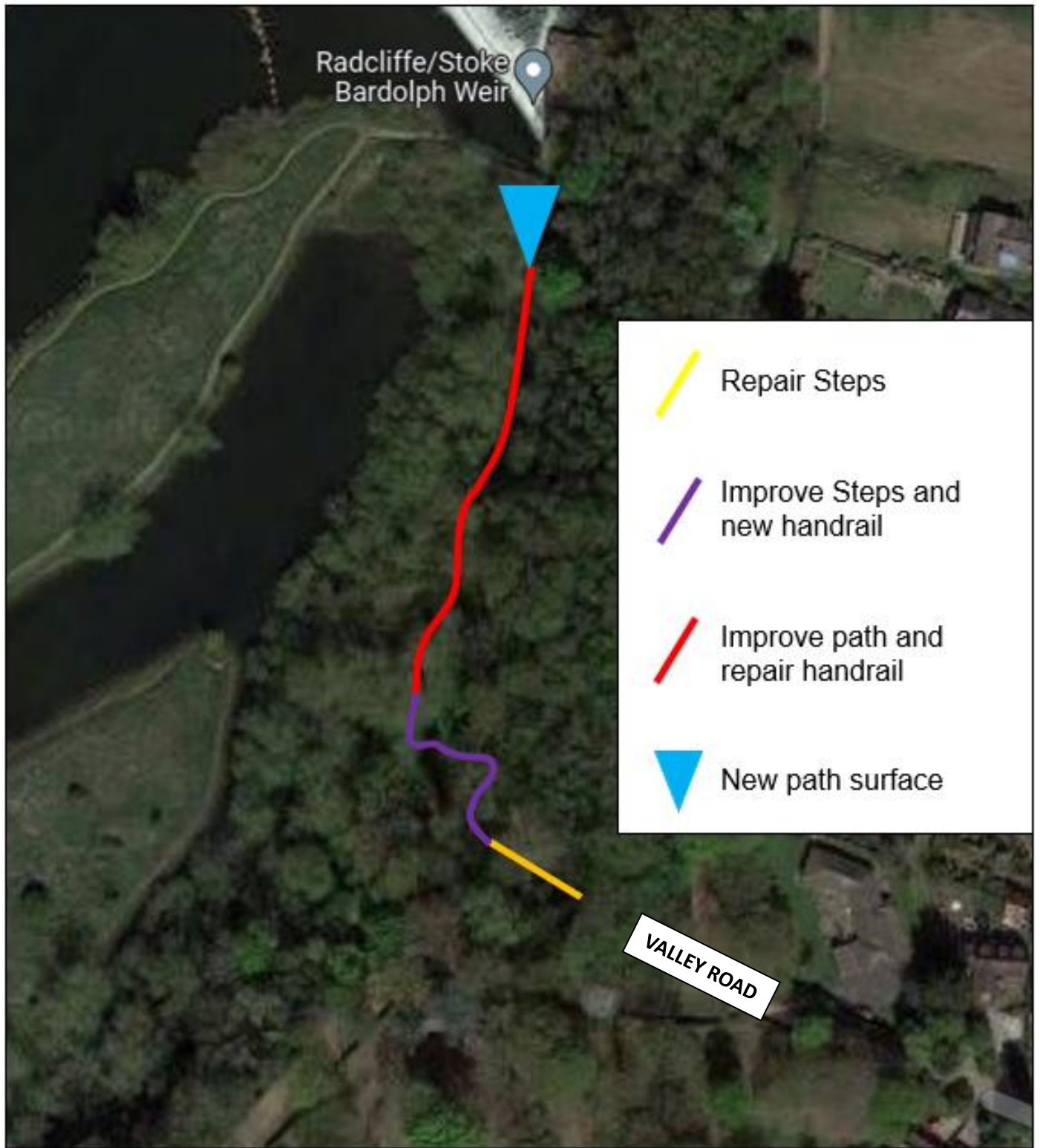
Appendix E – Sections of broken handrail



Appendix F – Bottom of path (Mud)



Map A – Valley Road Access Map



PAPER N

Wildflower Corridors Proposal

Key Concept

To improve the biodiversity of the village through the implementation of wildflower planting whilst reducing grass cutting contracting costs.

Rational and Background

Biodiversity and green spaces within the village are important to maintain and enhance. As the village continues to expand there needs to be careful thought about how we encourage a variety of animals and plants to the village whilst balancing ongoing costs and maintenance.

The Bingham Road Triangle has been subject to a variety of changes recently including the cutting down of several trees during the most recent highways work on the A52. In addition, the area has been left for more sporadic growth and mainly grass to date with some small evidence of other plant life/species.

Wildflower/meadow flower areas are well utilised within other areas within Rushcliffe (See Appendix A) and generally have a positive response from the public as reported by Rushcliffe Borough Council (See Appendix B).

By planting wildflower/meadow flower plants the council could also achieve some cost saving with grass cutting being reduced in this area of the village. This would help in the short and long term with an ongoing reduction of cutting.

There is concurrently an opportunity to further create additional wildflower/meadow flower planting within other areas of the village which are owned by The Parish, The Borough and County Councils to improve biodiversity corridors within the village (See Appendix C). This would fit well within the Radcliffe on Trent Neighbourhood Development Plan (See Appendix D).

Proposals

1. To approve Parish Council funding and planting of wildflower/meadow flower plants in the triangle area on Bingham Road and to reduce the mowing contract to exclude this area from future cutting with the relevant price adjustment.
2. To approach the Borough and County Council for Wildflower planting approval in other key areas of the village and request new 'signage' for all wildflower areas to match. (Example in Appendix A).

Suggested Budget

Grounds Maintenance (Same as other plant/flower purchases)

Appendix A – Photography of Summer Pollinator Site within Rushcliffe



Appendix B – Extract from Rushcliffe Borough Council on Wildflower Planting

In 2021, six sites across the Borough were left to grow to help support local wildlife and pollinators. No grass mowing or herbicide were carried out at the sites between June and September with bee and butterfly signage also installed.

We carried out a survey of public opinion, receiving 398 responses, of which 66% fully supported the scheme and a further 30% supported the scheme provided the site are well managed and can still be used by the public. 92% of respondents said the council should be encouraging insects like bees and butterflies.

Following on from the success, we expanded our Summer Pollinator scheme to 22 sites across Rushcliffe in 2022 and further expanded the scheme to 32 sites in 2023 (see below for a full list). This helps increase biodiversity across Rushcliffe, protects our environment and help us to be more Carbon Clever.

In our survey You said, so we did:

- Leave more areas uncut: we have increased the number of sites which are uncut from 6 to 32, we will continue to review this and will look to leave more areas in the future
- **Introduce wildflower seeds:** we have provided 1500 wildflower seed packs to the public in 2022 and will pilot the introduction of seeds on two of the summer pollinator sites.
- **Keep the sites managed and not untidy:** we are cutting the edges of the summer pollinator sites so that they are not untidy and are monitoring them to deal with litter and injurious weeds.

Appendix C - Wildflower Planting 'Bigger Picture'



Appendix D – Extract from Radcliffe on Trent Neighbourhood Development Plan

- **8 - Environment** –To protect and enhance the rural setting and local biodiversity of the village and parish and promote a network of green spaces and wildlife corridors connecting the village, the River Trent and the countryside.

Full document: https://www.rotpc.com/wp-content/uploads/2014/11/Radcliffe_NP_Final-version.pdf