



Radcliffe on Trent Parish Council

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

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231/23

Minutes of the Grange and Grange Hall Committee meeting held on 10th October 2023 at 8.10pm in the Radcliffe Room, The Grange Radcliffe on Trent

Members Present:

Cllr Sue Clegg (Chair)	Cllr Tracy James	Cllr Linda Lyn-Cook
Cllr Gillian Dunn	Cllr Irene Dovey	
Cllr Harry Curtis	Cllr Anne McLeod	

Members Absent:

Cllr Tracie Bere (Vice Chair)	Cllr Phil Thomas	
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Non- voting members: - Cllr Matt Douglas

In attendance:-

Belina Boyer (Parish Clerk)	Hayley Gandy (Administrator)	
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Agenda no	Agenda Item title	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	There were none present.		Public Bodies (Admissions to Meetings) Act 1960, s 1(1). As amended by The Openness of Local

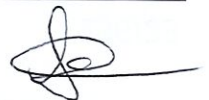
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	attention of the Council for a period not exceeding 5 minutes, with a maximum of 15 minutes in total. Please see the Standing Orders 3 d-n for details.			Government Bodies Regulations 2014, s3
	Chairs Welcome	The Chair welcomed those present.		
GGH24/036	To note apologies for absence.	The committee noted that Cllrs Thomas and T Bere had sent their apologies.		Local Government Act 1972, s85 (1) & Sch 12, p40.
GGH24/037	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	There were none received.		Localism Act 2011, s31.
GGH24/038	To consider any dispensation requests received by the Parish Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded.	There were none received.		Localism Act 2011, s33.
GGH24/039	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.	There were no members of public present.		Public Bodies (Admissions to Meetings) Act 1960 1 (2)

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
GGH24/040	To receive the minutes of the previous Radcliffe-on-Trent Parish Council Grange and Grange Hall Committee meeting(s) and resolve to sign these as a true record of the meeting(s). Paper A – Grange and Grange Hall Committee meeting 12 September 2023	The committee unanimously resolved to sign the minutes of the meeting held on 12 th September 2023 as a true record of that meeting.	Administrator to publish to website.	Local Government Act 1972, Sch 12, p41 (1).
GGH24/041	To note the Grange and Grange Hall, Income/Expenditure over Budget and Events Revenue Budget for 2023/2024 to date. Paper B	The committee noted the Grange and Grange Hall income/expenditure over budget and events revenue for 2023/2024 to date. It was suggested to improve the Grange and Grange Hall venue presence in Google Maps and look into other ways of publicising the venue.	Hall Manager to gather data and analyse which factors are contributing to lower income from venue hire now than before Covid 19 and to report to next meeting.	
GGH24/042	To note the Hall Managers report. Paper C	The committee noted the Hall Managers report.		Local Government Act 1972,s101
GGH24/043	To consider a new pricing structure to come into effect 01 January 2024. Paper D	The committee discussed at length. The clerk had pointed out that the proposed duty officer rate was unlikely to cover cost after backdated pay	Hall Manager to define usage – 3 categories – and present to next meeting.	



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		<p>increases and would need to be reviewed.</p> <p>The committee noted that the different levels of kitchen use would require definition and the introduction of a large group light use category or similar.</p> <p>The committee resolved to adopt the payment structure as proposed for regular and resident users except for the duty manager costs.</p> <p>The Standard Rate would need more work and research into current market prices.</p> <p>The committee resolved to convene a working group that would research venue costs for similar venues to inform further adjustments to the pricing structure. Members of the working group would be Cllrs Dovey, McLeod, Curtis and Lyn-Cook</p>	<p>Accounts Clerk to cost duty manager rates and present to next meeting.</p> <p>Clerk to draft Terms of Reference for working group.</p>	
GGH24/044	To consider a draft keyholder policy for regular users. Paper E - to be tabled	The committee unanimously resolved to allow regular users to be keyholders subject to the approval of the insurance company. A keyholder policy to be drafted taking insurance advice into account.	Clerk to check with insurance. Hall manager to write procedure for third party key holders.	

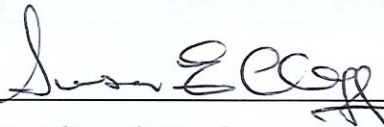
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			Clerk to draft policy.	
GGH24/045	To consider events for the 2024/25 financial year Paper F – to be tabled	The committee unanimously resolved to approve the events calendar for 2024/2025		
GGH24/046	To consider a first draft budget report and consider any projects for the 2024/25 financial year. Paper G	The committee considered the first draft budget report. Further work would need to be undertaken before presenting it to F+GP committee in November.	Committee members and hall manager to consider potential projects and events as well as any cost implication.	
GGH24/047	Paper G – to be tabled	See above. Formatting error.		
GGH24/048	To consider authorising expenditure for some temporary repairs to the exposed Grange gable to increase weather protection. to be tabled	The committee unanimously resolved to authorise the expenditure for some temporary repairs to the exposed Grange gable to increase weather protection and delegate the decision to the clerk.	Clerk to obtain quotes and commission the work.	
GGH24/049	To receive and note updates Events working group	The committee noted that there would be an events and village show meeting on 16 th October and a Christmas Fair meeting on 17 th October at 6.30pm		
GGH24/050	To consider authorising the expenditure for Christmas Illuminations.	The committee unanimously resolved to authorise the expenditure for Christmas Illuminations at a total of	Clerk to commission the work.	



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	Paper H	£10,413 and review arrangement for the 2024/25 season in Spring 2024.		
GGH24/051	To receive and note correspondence and feedback from hirers (if there was any). To be tabled	Cllr Cle stated that the ladies who attended her function were very impressed with the hall, facilities and toilets as a whole.		
GGH24/052	To note the date and time of the next scheduled Grange and Grange Hall Committee meeting as Tuesday, 14 November 2023 at 19.45.	The committee noted the date and time of the next scheduled meeting on Tuesday 14 th November 2023.		Local Government Act 1972, Sch 12, p10 (2)(a)

The meeting closed at 9.32pm

Signed as a true record of the Meeting:



Dated 14 Nov 2023

Presiding chair of approving meeting