



## 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, 18 January 2024

Dear Councillor,

You are hereby summoned to attend a meeting of the **Full Council** which will be held on **Tuesday 23 January** commencing at **18.30** in the **Trent Room, The Grange Hall, Vicarage Lane, Radcliffe-on-Trent, Nottingham NG12 2FB.**

**Please note the earlier than usual start time and the change of venue.**

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

Agenda no	Agenda Item title	Power/Regulation
	Chair's welcome	
	To receive and note an update from William Davis Homes on their flood mitigation plans.	
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 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.	Public Bodies (Admissions to Meetings) Act 1960, s 1(1).
	To receive and note reports from Borough and County Councillors.	
FC24/163	To note apologies for absence and the reasons given and formally approve the absence if applicable.	Local Government Act 1972, s85 (1) & Sch 12, p40.
FC24/164	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	Localism Act 2011, s31.

Agenda no	Agenda Item title	Power/Regulation
FC24/165	To consider any dispensation requests received by the Parish Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded.	Localism Act 2011, s33.
FC24/166	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)
FC24/167	To receive the minutes of the previous Radcliffe-on-Trent Parish Council meeting(s) and resolve to sign these as a true record of the meeting(s). <b>Paper A</b> –Parish Council meeting, Tuesday 12 December 2023.	Local Government Act 1972, Sch 12, p41 (1).
FC24/168	To <b>note</b> the (draft) minutes of the council’s committees: a) Human Resources Committee 27 November 2023 b) F & GP 19 December 2023 c) Planning and Environment 9 January 2024 <b>Paper B</b>	
FC24/169	To <b>receive and note</b> a verbal update by the clerk	
FC24/170	To <b>consider</b> appointing a Vice Chair to the Council.	
FC24/171	To <b>consider</b> appointing the Chair of the following standing committees: a) Amenities Committee b) Human Resources Committee	
FC24/172	To <b>consider</b> the budget as recommended by the Finance and General Purposes Committee 19 December and any amendments necessary following new information and approve the budget for the 2024/25 financial year. <b>Paper C</b>	
FC24/173	To <b>consider</b> the precept as recommended by the Finance and General Purposes Committee 19 December and approve the precept for the 2024/25 financial year. <b>Paper D</b>	
FC24/174	To <b>consider</b> joining the Nottinghamshire County Council Lengthsman Scheme following the Clerk’s attendance to an induction event.	

Agenda no	Agenda Item title	Power/Regulation
	<b>Paper E</b>	
FC24/175	<p>To <b>receive, note and approve</b> the following financial statements where available:</p> <ul style="list-style-type: none"> <li>a) Payments listings for November and December 2023</li> <li>b) Income and expenditure reports for November and December 2023</li> <li>c) Balance Sheets for November and December 2023</li> <li>d) Bank Reconciliations for November and December 2023</li> <li>e) Forecast to Financial Year End</li> </ul> <p><b>Paper F – to follow</b></p>	LGA1972, s 142 (2A)
FC24/176	<p>To <b>consider</b> a grant application from the Radcliffe on Trent Advice Centre for £1,500</p> <p><b>Paper G</b></p>	LGA1972, s 142 (2A)
FC24/177	<p>To <b>consider</b> and application for co-option to the council.</p> <p><b>Paper H</b></p>	LGA 1972 Sch 12, para 39.
FC24/178	<p>To <b>consider</b> street names for the Hacket Grange and Spitfire Homes developments.</p> <p><b>Paper I – To follow</b></p>	
FC24/179	<p>To note the Strategic plan Action and Ambitions document as assembled by the chair of the council which will be circulated to all members for comment via MS Forms. Members are asked to reply by noon 05 February 2024.0</p> <p><b>Paper J</b></p>	
FC24/180	<p>To <b>consider</b> rescinding the council’s decision FC24/140 to <b>hold</b> the Annual Assembly of the Parish Meeting on 27<sup>th</sup> March 2024 and hold that meeting 24 April 2024 instead. Proposed by Cllr Clegg.</p>	
FC24/181	<p>To <b>note</b> correspondence both new and previously circulated.</p> <p><b>Paper K</b></p>	
FC24/182	<p>To <b>receive and note</b> reports from members.</p>	
FC24/183	<p>To <b>receive</b> any items for notification to be included on a future agenda – for information only</p>	
FC24/184	<p>To <b>note</b> the date and time of the next scheduled Full Council meeting.</p>	Local Government Act 1972, Sch 12, p10 (2)(a)

# PAPER A





## 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

### **DRAFT** Minutes of the Full Council meeting held on 12th December 2023 at 19.00 in the Radcliffe Room, The Grange Radcliffe on Trent

#### Members Present:

Clr Anne McLeod (Chair)	Clr Oli Bere	Clr Irene Dovey
Clr Harry Curtis	Clr Tracie Bere (arrived at 7.15)	Clr Annie Mackenzie
Clr Sue Clegg	Clr Linda Lyn-Cook	Clr Nikki Farnsworth
Clr Alice Tomlinson	Clr Phil Thomas	

#### Members Absent:

Clr Matt Douglas-Kirk	Clr Oliver Furniss	Clr Tracy James
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#### In attendance:-

Belina Boyer (Clerk)	Hayley Gandy (Administrator)	
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#### Also present:

2 members of the public

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
	Chair's welcome	Welcome to Full Council. There were over 50 complaints for the dog agility area proposal. RBC		

Initialed

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
		and NCC Councillors and also the local MP knew about the proposal before the Parish Council did. This is not to happen again.		
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 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.	The members of public present wished to observe the meeting rather than speak.		Public Bodies (Admissions to Meetings) Act 1960, s 1(1).
	To receive and note reports from Borough and County Councillors.	<p>All three councillors sent their apologies as they were attending a cabinet meeting at RBC</p> <p>Roger Upton gave the following brief report:</p> <p>Regarding my County Council Report, I have very little to say other than at its Full Council meeting on 7th December, the County Council approved its membership of the Combined East Midlands Authority, and more locally, I continue to try and get some information about the proposed two pedestrian crossings on Shelford Road, the repair of the surface water culvert under the Nottingham Road in the vicinity of St Lawrence Boulevard, and the</p>		

Initialed

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
		reinstatement of the streetlight on The Green.		
FC24/146	To note apologies for absence and the reasons given and formally approve the absence if applicable.	Cllr Furniss, Cllr Douglas and Cllr James – accepted.		Local Government Act 1972, s85 (1) & Sch 12, p40.
FC24/147	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	None were received.		Localism Act 2011, s31.
FC24/148	To consider any dispensation requests received by the Parish Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded.	None were received		Localism Act 2011, s33.
FC24/149	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 none.		Public Bodies (Admissions to Meetings) Act 1960 1 (2)
FC24/150	To receive the minutes of the previous Radcliffe-on-Trent Parish Council meeting(s) and resolve to sign these as a true record of the meeting(s). <b>Paper A</b> –Parish Council meeting, Tuesday 28 November 2023.	The Council <b>resolved</b> to sign the minutes of the meeting 28 November 2023 as a true record of that meeting.	Administrator to upload to website	Local Government Act 1972, Sch 12, p41 (1).
FC24/151	To <b>note</b> the (draft) minutes of the council’s committees: a) F & GP 28 November 2023 b) Amenities 05 December 2023	The council <b>resolved</b> to <b>note</b> the following (draft) minutes of committees: a) F & GP 28 November 2023		Local Government Act 1972, s. 112

Initialed

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
	<b>Paper B</b>	b) Amenities 5 December 2023		
FC24/152	To <b>receive and note</b> a verbal update by the clerk	No update to give.		
FC24/153	To <b>consider</b> the creation of a temporary Administration Assistant post to assist with a backlog in general office tasks. <b>Paper C</b>	Discussed at length. Proposed by Cllr Thomas, seconded by Cllr Clegg The council <b>resolved</b> to release £1600 to the clerk to appoint a temporary administration assistant to deal with cemetery and paperwork disposal and retention and to report back on completion of the temporary appointment.	Clerk to recruit and appoint a temporary administration assistant.	
FC24/154	To <b>consider</b> an alternative project to apply for funding under the UKSPF <b>Paper D – to be tabled</b>	The clerk, Cllr Clegg and Cllr McLeod met with a play industry representative to gather ideas for inclusive play at the council’s playgrounds. The deadline to apply for funding under UKSPF is 19 <sup>th</sup> January 2024.  Discussed at length.  Proposed by Cllr McLeod , seconded by Cllr Clegg the council <b>resolved</b> prepare the bid for UKSPF funding to create accessible paths to the junior play area at Wharf Lane and the installation of inclusive play equipment (an accessible seesaw). In light of the tight deadline the Council <b>delegated</b> to any meeting of	<b>Clerk</b> to prepare necessary paperwork for funding bid and prepare a consultation online and on paper. If bid successful further input from focus groups to be obtained.	

Initialed

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
		council or committee to approve the document before submission.		
FC24/155	<p>To consider the following planning applications</p> <ul style="list-style-type: none"> <li>a) <a href="#">23/02064/FUL   Single storey side/rear extension.   26 Grandfield Avenue Radcliffe On Trent Nottinghamshire NG12 1AL</a></li> <li>b) <a href="#">23/02035/FUL   Single storey rear extension includes roof lights and alterations to fenestration.   85 Shelford Road Radcliffe On Trent Nottinghamshire NG12 1AU</a></li> <li>c) <a href="#">23/02014/ADV   Display of 3no. externally illuminated sets of Individual letters, 1no Externally illuminated Sign written motif, 3no amenity boards   Manvers Arms Main Road Radcliffe On Trent Nottinghamshire NG12 2AA</a></li> <li>d) <a href="#">23/02107/FUL   Single storey front extension and existing garage conversion includes new sloped roof, alterations to doors and fenestration. New front porch.   5 Whitworth Drive Radcliffe On Trent Nottinghamshire NG12 2DE</a></li> </ul>	<p>The Council considered the following planning applications and <b>resolved</b> to comment as follows:-</p> <ul style="list-style-type: none"> <li>a) <b>23/02064/FUL</b> the Council <b>resolved to Object on the grounds of appearance and design and scale and dominance</b> - carried</li> <li>b) <b>23/02035/FUL</b> the Council <b>resolved to not object</b> to the application – carried.</li> <li>c) <b>23/02014/ADV</b> the Council <b>resolved to object due to the Conservation officer’s concerns on the impact on heritage assets</b> – carried.</li> <li>d) <b>23/02107/FUL</b> the Council <b>resolved to not object</b> to the application – carried.</li> <li>e) <b>23/02101/FUL</b> the Council <b>resolved to not object</b> to the application – carried.</li> <li>f) <b>23/02168/FUL</b> the Council <b>resolved to not object</b> to the application – carried.</li> </ul>	Clerk to submit council decisions to RBC.	

Initialed

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
	<p>e) <a href="#">23/02101/FUL   Demolition of existing garage, conservatory and bay windows; construction of two storey side extensions including a Juliet balcony in the north west elevation; retention of single storey extension with first floor balcony above; and alterations.   100 Cropwell Road Radcliffe On Trent Nottinghamshire NG12 2JG</a></p> <p>f) <a href="#">23/02168/FUL   Erection of outbuilding   29 Cliff Way Radcliffe On Trent Nottinghamshire NG12 1AQ</a></p>			
FC24/156	<p>To review the council's bank and other financial institution mandates:</p> <p>a) NatWest Current Account</p> <p>b) NatWest Deposit Account</p> <p>c) CCLA Public Sector Deposit Fund</p> <p>d) CCLA Local Authorities Property Fund</p> <p>g) <b>Paper E</b></p>	<p>The council unanimously <b>resolved</b> to follow the Clerks recommendations. The council resolved to appoint Cllr Harry Curtis as an additional signatory.</p> <p>It resolved to:</p> <p>A. remove all former employees and members as signatories from all bank and other financial institution mandates.</p> <p>B. add the clerk, Belina Boyer, as signatory to all bank and finance accounts to enable her to carry out the council's business.</p>	<p>Accounts clerk to action and ensure all paperwork completed.</p>	

Initialed

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
		<p>C. appoint the following signatories to the following councils accounts:</p> <ul style="list-style-type: none"> <li>• Cllr Philip Thomas</li> <li>• Cllr Irene Dovey</li> <li>• Cllr Patricia Anne McLeod</li> <li>• Cllr Susan Clegg</li> <li>• Cllr Harry Curtis</li> <li>• Belina Boyer (Clerk and RFO)</li> </ul> <p>D. retain the Accounts Clerk Sally Horn as a signatory with the CCLA deposit account which will allow her to transfer moneys between accounts.</p> <p>E. retain a minimum of two signatories on the CCLA Local Authorities Property Fund.</p>		
FC24/157	To <b>note</b> a verbal report on damage to “the Whipping Post” following a road traffic accident.	The clerk gave a report on the damage to the Whipping Post after a car reversed into it. The driver of the car was not injured. The metal frame has been damaged and will require repair. The wall had been inspected by the diocesan surveyor and declared undamaged. The shackles appear undamaged. The post itself has snapped and will probably need replacing. There are no obvious health and safety issues, and the clerk awaits correspondence from the insurers.		

Initialed

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
		The post is not a listed structure.		
FC24/158	To <b>consider</b> a proposal by Cllr Clegg: To <b>consider</b> a review of the Parish Council meeting schedule for 2024 with a view to reduce the number of meetings. <b>Paper F– to follow</b>	The Council <b>resolved</b> unanimously to reduce the number of meetings for 2024 until May and reviewed for June onwards.		
FC24/159	To <b>note</b> correspondence previously circulated. <b>Paper G</b>	<b>Noted</b> by all.		
FC24/160	To <b>receive and note</b> reports from members.	Cllr McLeod reported that she is now a governor at the Radcliffe on Trent Juniors school.		
FC24/161	To <b>receive</b> any items for notification to be included on a future agenda – for information only	There were none.		
FC24/162	To <b>note</b> the date and time of the next scheduled Full Council meeting.	The Council <b>noted</b> that the next Full Council meeting will be held on 23 <sup>rd</sup> January 2024		Local Government Act 1972, Sch 12, p 15

The meeting closed at 20.43

Signed as a true record of the Meeting: \_\_\_\_\_ Dated \_\_\_\_\_

Presiding chair of approving meeting

Initialed



# PAPER B



## Radcliffe on Trent Parish Council

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

# **DRAFT** Minutes of the Human Resources Committee meeting held on 27 November 2023 at 18.00 in the Radcliffe Room, The Grange, Radcliffe on Trent

Members Present:

Cllr O Bere (Chair)	Cllr S Clegg	Cllr Anne McLeod
Cllr P Thomas	Cllr M Douglas Kirk	Cllr I Dovey

Members Absent:

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In attendance:-

Belina Boyer (Parish Clerk)		
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Agenda No	Agenda Item	Resolution	Action	Power/Regulation
HR24/001	To note apologies for absence.	There were none.		Local Government Act 1972, s85 (1) & Sch 12, p40.
HR24/022	To note apologies for absence.	There were none		
HR24/023	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	There were none.		Localism Act 2011, s31.

Agenda No	Agenda Item	Resolution	Action	Power/Regulation
HR24/024	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.		Localism Act 2011, s33.
HR24/025	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.	The committee <b>resolved</b> to exclude public and press from items HR24/026-29 inclusive as these items are personnel matters and not in the public interest..		Public Bodies (Admissions to Meetings) Act 1960 1 (2)
HR24/026	To consider the extension of additional hours of the Clerk and decide on future hours. <b>Exclusion of Public and Press Recommended.</b>	The committee <b>resolved</b> to extend the Clerk's additional hours until 31 March 2024 – the end of the financial year. The clerk would be expected to facilitate tangible change.		Local Government Act 1972, s. 112
HR24/027	To consider the extension of additional hours of the Administrator and decide on future hours. <b>Exclusion of Public and Press recommended.</b>	The committee <b>resolved</b> to extend the Clerk's additional hours until 31 March 2024 – the end of the financial year pending an organisational review.	Clerk to inform the Administrator.	Local Government Act 1972, s. 112
HR24/028	To receive proposals for staffing costs for 2024/25 and decide on a	The committee resolved to recommend up to £275.000 for	Clerk to incorporate into budget proposals.	Local Government Act 1972, s. 112

Agenda No	Agenda Item	Resolution	Action	Power/Regulation
	recommendation for the Budget setting working group. <b>Exclusion of public and press recommended.</b> <b>Paper A</b>	staffing costs in 2024/25 to the budget working group.		
HR24/029	To <b>receive</b> any items for notification to be included on a future agenda – for information only	There were none		
HR24/030	To <b>agree</b> the date and time of the next Human Resources Committee meeting.	<b>The next meeting would be convened in January 2024</b>		Local Government Act 1972, Sch 12, p10 (2)(a)

Signed as a true record of the Meeting: \_\_\_\_\_ Dated \_\_\_\_\_

Presiding chair of approving meeting



## Radcliffe on Trent Parish Council

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# Minutes of the Finance and General Purposes Committee meeting held on 19 December 2023 at 18.00 in the Radcliffe Room, The Grange Radcliffe on Trent

### Members Present:

Clr Sue Clegg	Clr Anne McLeod	Clr Oliver Furniss
Clr Irene Dovey (arrived 18.07)	Clr Oli Bere (arrived 18.11)	
Clr Phil Thomas (Chair)		

### Members Absent:

Clr Tracy James	Clr Alice Tomlinson	

### In attendance:-

Belina Boyer (Parish Clerk)		
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### Also present – three members 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 Council for a period not exceeding 5 minutes, with a maximum of 15 minutes in total.			Public Bodies (Admissions to Meetings) Act 1960, s 1(1). As amended by The Openness of Local Government Bodies Regulations 2014, s3

Agenda No	Agenda Item	Resolution	Action	Power/Regulation
	Please see the Standing Orders 3 d- n for details.			
	Welcome by the chair of the committee.	The Chair welcomed the F & GP committee and thanked members for attending at the earlier time..		
FGP24/127	To note apologies for absence.	Cllrs T James and A Tomlinson - Accepted		Local Government Act 1972, s85 (1) & Sch 12, p40.
FGP24/128	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	There were none.		Localism Act 2011, s31.
FGP24/129	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.		Localism Act 2011, s33.
FGP24/130	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 none.		Public Bodies (Admissions to Meetings) Act 1960 1 (2)
FGP24/131	To receive the minutes of the previous Radcliffe-on-Trent Parish Council Finance and General Purposes Committee meeting(s)	The committee <b>resolved</b> to <b>approve</b> the minutes of the Finance and General Purposes Committee meetings:- a) 28 <sup>th</sup> November 2023	Administrator to put onto website.	Local Government Act 1972, Sch 12, p41 (1).

Agenda No	Agenda Item	Resolution	Action	Power/Regulation
	<p>and resolve to sign these as a true record of the meeting(s).</p> <p><b>Paper A –</b></p> <p>a) Finance and General Purposes Committee meeting Tuesday 28 November 2023</p>	<p>and to <b>sign</b> these as a true record.</p>		
FGP24/132	<p>To <b>consider</b> the draft council budget as presented by the budget working group and <b>recommend</b> the final version for adoption by Full Council.</p> <p><b>Paper B</b></p>	<p>Chair Thompson presented the draft budget and explained some of the rationale behind the proposals. It was explained that the council had been unable to spend all the money it had raised in previous financial years. This had been put into reserves, predominantly reserves earmarked for a given purpose. The budget presented would drawn down on these reserves to complete these projects. Following detailed discussions Cllr Clegg proposed and Cllr McLeod seconded to recommend the budget proposed by the Budget Working Group to Full Council for Adoption. The committee unanimously <b>resolved to recommend</b> the proposed budget to Full Council for adoption..</p>	<p>Clerk to add to Full Council agenda.</p>	<p>JPAC Practitioners Guide 2023</p>

Agenda No	Agenda Item	Resolution	Action	Power/Regulation
FGP24/133	To <b>consider</b> the council's precept requirements as presented by the budget working group and <b>recommend</b> the final version for adoption by Full Council. <b>Paper C</b>	Proposed by Cllr McLeod seconded by Cllr Clegg, The committee <b>resolved to recommend</b> a £331.581 precept request, as informed by the budget, to Full Council.  Following this vote Cllr Clegg leaves at 19.00.	Clerk to add to Full Council agenda.	JPAC Practitioners Guide 2023
FGP24/134	To <b>consider</b> approving the expenditure for an organisational review. <b>Paper D</b>	The committee discussed the proposal. Proposed by Cllr Bere, seconded by Cllr Thomas, the committee resolved to invite both suppliers to an initial in person or online meeting and approve an expenditure of up to £500 for each meeting.		
FGP24/135	To <b>receive</b> any items for notification to be included on a future agenda – for information only	<ul style="list-style-type: none"> <li>S 106 and CIL moneys expected in the coming financial year</li> </ul>		
FGP24/136	To <b>note</b> the date and time of the next scheduled Finance and General Purposes Committee meeting as Tuesday, 23 January 2024 at 19.00.	Noted		Local Government Act 1972, Sch 12, p10 (2)(a)

Signed as a true record of the Meeting: \_\_\_\_\_ Dated \_\_\_\_\_



Presiding chair of approving meeting

DRAFT



## Radcliffe on Trent Parish Council

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

# Draft Minutes of the Planning and Environment Committee meeting held on 9th January 2024 at 7pm in the Radcliffe Room, The Grange Radcliffe on Trent

Members Present:

Cllr Matt Douglas – Kirk (Chair)	Cllr Anne McLeod	Cllr Nikki Farnsworth (Vice Chair)
Cllr Irene Dovey	Cllr Sue Clegg	

Non-voting member present: - Cllr Oliver Furniss

Members Absent:

Cllr Tracey James	Cllr Phil Thomas	
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In attendance:-

Belina Boyer (Clerk)	Hayley Gandy (Administrator)	
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Also in attendance:- 2 members of the public

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 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.	One member of the public wished to speak regarding item P&E24/87 the development at 139 Trelaw Shelford Road, that the site is disproportionate and out of balance with the area. They also commented on item P&E24/93 with concern that the new development		Public Bodies (Admissions to Meetings) Act 1960, s 1(1).

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
		at Hackett Grange will make flooding worse and requested that for item P&E24/95 the street names be based on geographic history that show further opposition to the site.		
P&E 24/082	To note apologies for absence.	Cllr Thomas – accepted. No apology given for Cllr James		Local Government Act 1972, s85 (1) & Sch 12, p40.
P&E 24/083	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	There were none received.		Localism Act 2011, s31.
P&E 24/084	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.
P&E 24/085	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.	Not required.		Public Bodies (Admissions to Meetings) Act 1960 1 (2)
P&E 24/086	To receive the minutes of the previous Planning and Environment Committee meeting(s) and resolve to sign these as a true record of the meeting(s).	The committee <b>unanimously resolved to sign</b> the minutes of the last planning and environment committee meeting on the held on 14 <sup>th</sup> November 2023 as a true record	Administrator to publish minutes to the website.	Local Government Act 1972, Sch 12, p41 (1).

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
	<p><b>Paper A</b> – Planning and Environment Committee Meeting Tuesday 14 November 2023</p>			
P&E 24/087	<p>To <b>consider</b> the following planning applications for comment:</p> <p>a) <a href="#">23/02256/FUL   Erection of 5no dwellings and 3no detached garages with new access. Rear/side single storey extension to existing house no 141   Trelaw 139 Shelford Road Radcliffe On Trent Nottinghamshire</a></p> <p>b) <a href="#">23/02250/FUL   Installation and operation of a renewable energy generating station comprising ground-mounted photovoltaic solar arrays and battery-based electricity storage station together with a switchgear container, inverters, site access, internal access tracks, security measures, access gates, other ancillary infrastructure and landscaping</a></p>	<p>The Committee considered the following planning applications and <b>resolved</b> to comment as follows:-</p> <p>a) <b>23/02256/FUL</b> the committee <b>resolved</b> unanimously to <b>object to the application on the grounds of sustainability, scale and dominance, nature, conservation and ecology and traffic impact.</b></p> <p>b) <b>23/02250/FUL</b> the committee <b>resolved</b> unanimously <b>not to object</b> to the application</p>	Clerk to submit these comments to RBC.	

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
	<a href="#">and biodiversity enhancements   Land North Of Stragglethorpe Road</a> <a href="#">Stragglethorpe Road</a> <a href="#">Stragglethorpe Nottinghamshire</a> <b>Paper B</b>			
P&E 24/088	<p>To <b>note</b> the following planning decisions:</p> <ul style="list-style-type: none"> <li>a) 23/01928/Ful - 10 Rockley Avenue – <b>permission granted</b></li> <li>b) 11 Lamcote Gardens – <b>permission granted</b></li> <li>c) 21/00539/DISCON - 6 - 8 Harewood Close – <b>conditions discharged</b></li> <li>d) 23/02168/FUL – 29 Cliff Way - <b>permission granted</b></li> <li>e) 23/02107/FUL – 5 Whitworth Drive – <b>Permission Granted</b></li> <li>f) 23/01876/FUL – 11 Rockley Avenue – <b>Permission Granted</b></li> <li>g) 23/02035/FUL – 85 Shelford Road – <b>Permission Granted</b></li> <li>h) 23/02040/FUL – 4 Cropwell Road – <b>Permission Granted</b></li> </ul>	Noted		

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
	i) 23/01860/TPO – 4 The Woodlands – <b>Tree work granted</b> a) 23/01227/TPO - Street Record Yew Tree – <b>Tree work (felling) granted</b>			
P&E 24/089	To consider a response to a Hedgerow Removal Notice - Sykes Drain, William Davis Homes Development Site. <b>Paper C</b>	The committee <b>resolved</b> to agree to the hedgerow removal on the understanding that the hedge is cleared out properly including all debris and suggested that William Davis Homes speak with Spitfire Homes for a joint action for the flooding.	Clerk to respond	
P&E 24/090	To receive a verbal update by the clerk on the restoration of the fountain and approve any necessary expenditure <b>Paper D– to follow.</b>	The Clerk reported she was in the process of obtaining new quotes, which would not require the cleaning of the stonework as recommended by the conservation officer. Five monumental masons have been approached for quotes, as yet only one has been to view and now await their quote.	Clerk to continue to update the committee on progress.	
P&E 24/091	To <b>receive</b> a draft UKSPF application and community consultation survey and <b>approve</b> their submission as delegated by Full Council (FC24/154). <b>Paper E– To follow</b>	The clerk reported that a questionnaire has been drafted and hope to go out by the end of the week. The application is to obtain funding for accessible play equipment and to create better	Clerk to send out questionnaire to residents, online, library and to the schools.	

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
		<p>access to the play ground at Wharf lane. The questionnaires will not collect any personal information.</p> <p>The Committee resolved to approve the submission of the UKSPF application and community consultation survey subject to minor changes and quality assurance, this was unanimously agreed.</p>	<p>Draft application to be quality assured prior to submission.</p>	
P&E 24/092	<p>To <b>consider</b> enquiring with NCC about the status of corrective work on the road drains on Main Road/ Nottingham Road from the junction with The Green to St Lawrence Boulevard in light of recent flooding in the area.</p>	<p>The committee <b>resolved</b> to ask the clerk to write to the NCC regarding the concerns to the road drains on Main Road/Nottingham Road from the junction with the Green to St Lawrence Boulevard in light of the recent flooding in the area copying in the Rushcliffe Borough Council and to make the letter an open letter for the public.</p> <p>The committee also <b>resolved</b> to ask the clerk to write to the Rushcliffe Borough Council regarding the Committee’s concerns for the Hackett Grange development copying the NCC.</p>	<p>Clerk to write to NCC regarding concerns for road drains and to write to RBC with concerns for the Hackett Grange development and flooding.</p>	

Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
P&E 24/093	<p>To discuss recent flooding and <b>consider</b> any action the Parish Council could reasonably take.</p> <p><b>Paper F – to follow</b></p>	<p>Cllr McLeod reported that the River Trent was higher than 2000 which was the previous highest for many years.</p> <p>The three areas of flooding were Clumber Drive, Nottingham Road / St Lawrence Boulevard and Park Homes.</p> <p>At Park Homes several people were evacuated to a local hotel and one person was evacuated to a local care home. Several homes lost electrical power that will require an electrical engineer to resolve. Unfortunately, this time, the cess pits were not emptied prior to the flooding which resulted in the flood water being contaminated with sewage.</p> <p>As an aside, the extent of flooding at the Rec. was the highest I have ever seen which begs the question - is this football pitch viable going forward. Particularly as Belina mentioned that the culvert underneath the pitch has collapsed again. Cllr McLeod is to attend a</p>		



Agenda no	Agenda Item title	Resolution	Action	Power/Regulation
		training course on flood signing and support.		
P&E 24/094	To <b>note</b> Certificate of Lawful Development 23/01844/CLUPRD in respect of 9 Eastwood Road  <b>Paper G</b>	Noted.		
P&E 24/095	To consider possible street names for the first phase of the development close to RSPCA Radcliffe on Trent  <b>Paper H</b>	The committee <b>resolved</b> to provide street names from the WW1 Roll of honours list that relates to members of the Navy and to refer to the local historian, this was unanimously agreed.	Clerk to report to RBC	
P&E 24/096	To <b>receive</b> any items for notification to be included on a future agenda – for information only	None received.		
P&E 24/097	To <b>note</b> the date and time of the next scheduled Planning and Environment Committee meeting as Tuesday, 05 March 2023 at 19.00.	This was noted by all members.		Local Government Act 1972, Sch 12, p10 (2)(a)

Cllr McLeod wished to report that during the Christmas break there was an unsafe tree reported and given this was outside office hours she spoke with a tree surgeon and then went to the cliff site to place warning tape near the fallen tree to prevent people from going down the cliffs.

She also reported she will be attending a Peer Challenge Conference at Rushcliffe Borough Council. Also, herself, Cllr Lyn-Cook and the clerk will be going to the Ash Lea school to view their play equipment.

Cllr Douglas reported that highways have responded to the A52 road surface issues and that there is a plan to resurface the road between RSPCA and Gamston roundabout during overnight road closures.

The meeting closed at 8.30pm

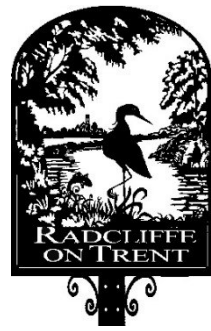
Signed as a true record of the Meeting: \_\_\_\_\_ Dated \_\_\_\_\_

Presiding chair of approving meeting

DRAFT

# PAPER C

**Officer Report** to  
Full Council  
Report Author: Belina Boyer  
Report Date: 18/01/2024



## Budget Proposal resulting in PreceptRequest

### Introduction

The parish council “needs to prepare and approve a budget in a timely manner before setting a precept or rates and prior to the commencement of the financial year”. (JPAC Practitioners Guide 2023)

Rushcliffe Borrow Council expects to receive the precept request by 01 February at the latest.

The council experienced a huge drop in its tax base for 2023/24 following the creation of a separate Upper Saxondale Parish Council. Whilst there has been a slight increase in the tax base from last year, the 2024-25 tax base of 3112.7 is still significantly below the 2022/23 levels.

This drop in tax base meant that the overall budget needed to be reduced.

### Considerations

The precept amount is based on the considerations of the budgeting process. All committees presented their “wish” budgets. The Budget working group has attempted to balance the budget in a fair and considerate way without overburdening the local tax payers.

The budget working group presented a budget proposal that was approved by the F+GP committee. Since then, there has been some new information available which affected both income and expenditure budgets.

It has been possible to balance the budget so not to affect the precept requirements.

The condition reports received in the last few months and the collapsed culvert on the football pitch on Wharf Lane, are likely to require expenditure that has not yet been budgeted for. This will need to be taken from reserves.

Local councils have been subjected to price rises in many of the goods and services they purchase. Although gas and electricity prices have eased somewhat, they are still at a higher level than two years ago.

The revised budget as presented will result in a slight increase in council tax but in return will allow the council to move urgent projects that had been on halt for months and sometimes years to move forward.

The proposed precept request will result in an annual increase of £5.06 per annum for the average Band D household. This is equivalent to an increase of less than ten Pence per week.

### **Recommendation**

To approve the budget proposal as presented in its third draft.

To approve the precept proposal as presented in time for submission to Rushcliffe Borough Council before 01 February 2023.



Radcliffe on Trent Parish Council Results for September 2023

Expenditure for 2023- 2024									
As at 30 November 2023		2023/24		2022/23		2024-25 Budget		2024-25 Precept	
		Budget	Out turn	Actual	requirement	from reserves	from 3rd Party	requirement	
		£	£	£	£	£	£	£	£
	Gravedigging	4,230	4,920	4,320	5,000			5,000	
	Plaques/Memorial Kerbs	1,070	392	822	1,200			1,200	
	Alternative Memorials								
	Publicity	200	200	455	-			-	
	Rates - cemetery	736	736	-	800			800	
	Trade Waste	770	780	883	900			900	
	Water - Cemetery	250	311	161	350			350	
	<b>total cemetery</b>	<b>10,906</b>	<b>10,997</b>	<b>9,874</b>	<b>30,250</b>	<b>18,000</b>	<b>-</b>	<b>12,250</b>	
	<b>landscaped plants/benches</b>	<b>-</b>	<b>3,212</b>	<b>6,277</b>					
	use grounds work	10,000	9,772	9,188	12,500			12,500	
	and dog bins and litter picking	8,780	8,117	3,380	10,000			10,000	
	contractor	19,000	18,425	14,347	21,000			21,000	
	reserves	2,000	1,315	3,000	3,000			3,000	
	actors	8,000	7,514	10,985	15,000			15,000	
	finance	4,850	12,250	4,645	12,000			12,000	
	park	1,800	939	2,092	1,800			1,800	
					1,350			1,350	
	Walls								see sub con
	paths								see sub con
	play								see sub con
		1,500	1,496	1,500	1,500			1,500	
	<b>total</b>	<b>55,930</b>	<b>59,828</b>	<b>49,137</b>	<b>78,150</b>	<b>-</b>	<b>-</b>	<b>78,150</b>	
		5,850	5,000	11,568	8,000			8,000	
					32,500	7,500	25,000		
					Full Council				
				10,000	5,000	5,000			
					15,000	15,000			
		3,500	2,985	2,457	750			750	
		<b>9,350</b>	<b>7,985</b>	<b>24,025</b>	<b>61,250</b>	<b>27,500</b>	<b>25,000</b>	<b>8,750</b>	
					see sub con				
					5,000	3,000		2,000	
					in other WC				
		500	2,522	1,876	2,000			2,000	
		700	715	506	850			850	
		<b>1,200</b>	<b>3,237</b>	<b>2,382</b>	<b>7,850</b>	<b>3,000</b>	<b>-</b>	<b>4,850</b>	
		<b>2,100</b>	<b>1,679</b>	<b>1,324</b>	<b>2,100</b>			<b>2,100</b>	
		<b>79,486</b>	<b>86,938</b>	<b>93,019</b>	<b>179,600</b>	<b>48,500</b>	<b>25,000</b>	<b>106,100</b>	
					9,950	9,950			
		00	4,265	2,837	4,300			4,300	
		9	1,729	1,647	1,900			1,900	
			4,883	4,606	7,000			7,000	
			<b>10,877</b>	<b>9,090</b>	<b>23,150</b>	<b>9,950</b>	<b>-</b>	<b>13,200</b>	
			15,572	25,069	17,600			17,600	
			3,847	3,387	3,800			3,800	
			1,246	2,272	1,700			1,700	
			500	180	500			500	
			20,372	23,062	Full Council				
			9,468	8,233	10,000			10,000	
			962	1,606	2,200			2,200	
			61	10,045	20,000			20,000	
			<b>8</b>	<b>73,854</b>	<b>55,800</b>	<b>-</b>	<b>-</b>	<b>55,800</b>	
					<b>5,779</b>	7,250		7,250	
					<b>11,773</b>	14,500	2,500	12,000	
				<b>0,496</b>	<b>100,700</b>	<b>9,950</b>	<b>2,500</b>	<b>88,250</b>	
					<b>227,649</b>			<b>227,649</b>	
					<b>22,500</b>			<b>22,500</b>	
					<b>3,850</b>			<b>3,850</b>	
	Upper Saxondale				10,000	10,000			
<b>Total</b>		<b>440,645</b>	<b>437,583</b>	<b>457,979</b>					
					<b>Free Reserves</b>	04	(25,000)		
					<b>Designated Reserve - Building Maintenance</b>	9,950	(9,950)		
					<b>Designated Reserve - Bungalow Maintenance</b>	6,000			
					<b>Designated Reserve - Carbon Clever</b>	2,000	(2,000)		
					<b>Designated Reserve - Cemetery</b>	18,000	(18,000)		
					<b>Designated Reserve - Election Fund</b>	12,500	to 50	reduced to 5000	
					<b>Designated Reserve - Grange/Grange Hall refurbishment</b>	30,000			
					<b>Designated Reserve - Matched funding</b>	5,000			
					<b>Designated Reserve - Skatepark Seal</b>	15,000	(15,000)		
					<b>Designated Reserve - Playareas</b>	10,000	(7,500)		

**Radcliffe on Trent Parish Council Results for September 2023**

Expenditure for 2023- 2024		2023/24	2022/23	2024-25	2024-25	2024-25	2024-25
November 2023		get	Out turn	Actual	Budget	from	from 3rd
				£	requirement	reserves	Party
					£	£	£
					5,000		
							(77,450)
							(10,000) due April 2024
					36,214		(10,000)
							(87,450)
			Total reserves		247,168		
							159,718



**Radcliffe on Trent Parish Council Results for September 2023**

		2023/24	2023/24	2023/24	2024-25	2024-25
		YTD	Annual	Outturn	Budget	Own Income
		£	Budget		requirements	£
					£	£
<b>ADMINISTRATION</b>						
F+GP	Office administration (interest)	9,655	8,000	19,255	18,000	18,000
F+GP	Donations/grants	0	0	0	-	
		<b>9,655</b>	<b>8,000</b>	<b>19,255</b>	<b>18,000</b>	<b>18,000</b>
<b>The Bungalow</b>						
	Rent	<b>5,700</b>	<b>11,400</b>	<b>11,400</b>	<b>11,000</b>	<b>11,000</b>
<b>Upper Saxondale</b>						
		<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>-</b>
<b>OPERATIONS</b>						
<b>AC AMENITIES</b>						
	Burials	6,385	8,690	11,895	11,800	
	Sale of plots	2,500	2,750	4,750	3,500	
	Headstones/plaques/Memorial kerbs	1,479	1,790	2,864	2,400	
	<b>Cemetery</b>	<b>10,364</b>	<b>13,230</b>	<b>19,509</b>	<b>17,700</b>	<b>-</b>
	Donations	1,879		2,929		
	thsman Grant				1,350	
	<b>RBC Grants</b>					
	ounds facilities	420	717	1,029	725	
		0	0			
		<b>28,084</b>	<b>29,367</b>	<b>38,887</b>	<b>52,775</b>	<b>52,775</b>
<b>GRANGE AND GRANGE HALL</b>						
	The Grange	4,030	9,300	8,104	9,000	
	Grange Hall	33,878	60,000	58,906	60,000	
		<b>37,908</b>	<b>69,300</b>	<b>67,010</b>	<b>69,000</b>	<b>69,000</b>
	Events	4,131	6,100	6,116	6,200	
	Christmas	0	1,626	1,925	1,925	
		<b>42,039.07</b>	<b>77,026</b>	<b>75,051</b>	<b>77,125</b>	<b>77,125</b>
	<b>Total generated funds</b>	<b>87,478</b>	<b>127,793</b>	<b>146,593</b>	<b>158,900</b>	<b>158,900</b>
	<b>Precept</b>	<b>312,852</b>	<b>312,852</b>	<b>312,852</b>	<b>331,581</b>	

# PAPER D

OFFICIAL

**Parish Precept Requirement and Band D Tax Rate calculator**

This will calculate the charge per band D property in your Parish and the % increase that will be shown on the Council Tax bill

**To use the calculator please enter information in the highlighted cells**

Parish	RADCLIFFE-ON-TRENT	Select Parish from list
Total Parish Expenditure	490,481.00	Enter total Parish expenditure for 2024/25
Less Expected Parish Income	-158,900.00	Enter total Parish income for 2024/25 as a <b>negative number</b>
Total Expenditure Requirement	331,581.00	
<b>Precept Requirement 2024/25</b>	<b>331,581.00</b>	<b>Please enter this figure onto the precept requirement form</b>

**Calculation of tax payable on a band D Property**

Precept Requirement 2024/25	331,581.00	
2024/25 Tax base for the Parish	3,112.7	Automatically populates when Parish is selected
Parish Band D Tax Rate	106.53	<b>This is the charge per Band D property in your Parish</b>
2023/24 Parish Band D charge	101.47	Automatically populates when Parish is selected
2024/25 Band D Increase/decrease	<b>5.00</b>	<b>This is the % increase/decrease on a Band D charge that will be shown on the Council Tax Bill</b>

**LOCAL GOVERNMENT FINANCE ACT 1992 (SECTIONS 41 & 42)**

**Parish Council/Meeting:\_\_\_\_\_Radcliffe on Trent Parish Council 23 January 2024**

**To:** The Council of the Borough of Rushcliffe, being the Billing Authority for the said Borough.

The Council of the above named Local Council precepts in respect of the financial year ended 31 March 2025 the sum of **£331,581** to meet expenses payable by the Local Council. The percentage increase on a band D property approved at the meeting was 5%

AUTHORISED at a meeting of the above named Local Council held on 23 January 2024

Signed .....

Designation .Parish Clerk and Responsible Finance Officer.  
(The Officer appointed for this purpose)

---

**Bank Details\*:**

Name & Address of Bank:

Title of Bank Account:

Account Number:

Sort Code:

***\*If you need to amend your bank details please complete this section and return this form by mail or secure email***

PAPER E



# Lengthsman Scheme

## Introduction

In June 2022, the council made the following decision:

### 1. Proposal to join the NCC Lengthsman scheme

**Proposal:** That Radcliffe on Trent Parish Council **do not** join the Nottinghamshire County Council Lengthsman scheme.

**Vote:** Approved unanimously.

### **The Highways Assistant District Manager explained the scheme as follows:**

*Since 2012 Nottinghamshire County Council have administered a Lengthsman Scheme. This has allowed Parishes, with the funding provided, to employ a Lengthsman who would complete tasks around the area or cluster. Tasks that a Lengthsman can tackle include grass and vegetation cutting, ensuring visibility of traffic signs, maintaining heritage and non-illuminated signs, clearing drains, ditches, and storm debris, tidying roadsides, painting of traditional signs and ironwork and reporting problems to us.*

*Over the last 24 months we have been approached by Parish Councils, not part of the scheme, to request inclusion. County Councillor Neil Clarke MBE (Chairman of the Transport and Environment Committee) is keen for the scheme to continue and to maximise community engagement and has decided to support the relaunch of the scheme with some subtle differences.*

*I have attached a Contract; this is a formality and if you have any concerns or if there is something unclear, please do not hesitate to contact us. Briefly it outlines the roles and responsibilities and the insurance requirements. It also lists the type of activities that can be completed and the yearly funding that will be provided.*

*Should you wish to proceed, please sign and return the Contract as soon as possible. This can be either by return to this e mail address or by post to: F.A.O. Emma Satchell, Bilsthorpe Highways Depot, Bilsthorpe Business Park, Eakring Road, Bilsthorpe, Newark NG22 8ST.*

*When the scheme was rolled out, we ran a number of training sessions - The training consisted of an introduction to the Lengthsman scheme, looking at each activity and a risk assessment that will be appropriate for those situations, we also covered the payment procedure and a question and answer session to address any questions, queries or concerns you may have. If this is something that you think will be of benefit to the parish, we will be running a further session.*

*The training will be at:  
Via East Midlands Bilsthorpe Depot NG22 8ST on Wednesday 8<sup>th</sup>  
November 2023 10.00 – 13.30 (Subject to availability)*

*Should you wish to attend, please response to the email with the name of who will be attending, and I will confirm the booking.*

*The 2-year period commenced on 31st August 2023 and ends on 31<sup>st</sup> March 2025. Payment will be made on a yearly basis. On application for payment, supplied at the same time as the invoice there should be an accounting of the tasks completed over that corresponding year, this is detailed in the contract.*

*Applications for payment should be made between January 1<sup>st</sup> and March 31<sup>st</sup> each year for that financial year, made on a yearly basis and there will be now no opportunity to claim for previous years.*

*To receive payment*

- *An invoice and back up paperwork must be addressed and sent to Via East Midlands, Bilsthorpe Depot, Bilsthorpe Business park, Bilsthorpe, Newark, Notts, NG22 8ST, 8ST or email to [invoices@viaem.co.uk](mailto:invoices@viaem.co.uk)*
- *Providing the on the invoice the reference NT1700023/Lengthsman*

The clerk attended the training referred to above. It was reiterated repeatedly, that there was no requirement for the council to carry out all the duties listed in schedule 2 below of the agreement but that this was to be seen as a "can do" rather than a "must do".

### **Minor Highways works:**

- Grass cutting (The County Council will provide a map of the areas that will need to be cut)
- Bus shelter cleaning
- Siding up; cutting out encroaching grass from footways with a spade
- Rights of way (communicating with landowners)
- Removal of soil/detritus where dropped or washed onto road

- Cutting of vegetation overhanging the road or pavement (or liaising with landowners as appropriate)
- Removing growth from parapets or fences and minor repairs
- Reporting safety defects e.g., Potholes etc
- Maintenance of landscaping features

**Signs** (including reflector posts):

- Cleaning (with cold soapy water and a brush)
- Painting of heritage cast iron direction signs
- Minor repairs such as retightening the bracket where signs have slipped

**Drainage:**

- Grips; (cleaning existing with a spade)- a grip is a hand dug drainage channel from the edge of the road to a ditch, used where water collects.
- Outfalls; keeping the end of a drainage pipe or culvert clear of obstruction
- Localised ditching, digging out existing ditches where silted up, or digging short stretches of new ditch in the highway verge if needed.
- Cleaning leaves from on top of gully grates
- Rodding of pipes (often leading from a gully into a nearby ditch)

**Rights of Way Maintenance**

- Extra grass cuts on gritty paths (where landownership is not usually an issue and paths are similar to adopted footpaths already maintained by the County Council)
- Clearing around overgrown public footpath signs, stiles or gates
- Minor repairs to gates, stiles and bridges (e.g., replacing broken rails)
- Polite requests to landowners/householders to cut hedges or reinstate cross-field paths (if problems are identified locally)

**Referral of work to Countryside Access Team including:**

- Bridge, stile or gate replacement or installation
- Obstructions where the landowner is not contactable or amenable
- Queries about path location
- Request for new signs and way marks



**Winter Weather:** (same responsibilities as the existing snow wardens)

- Minor snow clearing
- Gritting on footpaths and minor residential roads
- Reporting major problems

**Reporting**

- Reporting any major highways issues which require action to the relevant NCC District Highways Manager

**Parish Council/other additional tasks**

- Any tasks that the Parish or Town Council determines as a local priority and within their remit

When asked, the clerk was assured that the installation of a post on the highway that would allow a heated defibrillator cabinet to be attached, it was confirmed that this would qualify to be funded through the lengthsman scheme.

**Conclusion**

Following the training and detailed discussions with the relevant officers, it has become apparent, that the council has been carrying out minor works as described under schedule 2 in the current financial year and would likely continue doing so in the future. Schedule 2 is not a compulsory list.

**Recommendation**

To join the Lengthsman scheme before the end of January and invoice the County Council accordingly.

# PAPER F

## Radcliffe on Trent Parish Council Transaction Detail by Account November through December 2023

bank and cash	Type	Date	Num	Name	Memo	Amount
<b>Current Account</b>						
	Cheque	01/11/2023	15239c	NCC - Trade Waste Grange Hall and Grange	Quarterly charge for emptying 2 bulk containers pl	-604.94
	Cheque	01/11/2023	To Print	██████████	Private Hirer bond refund	-250.00
	Cheque	01/11/2023	15240c	Bright HR	HR software	-60.48
	General Journal	01/11/2023	1379	RBC - Grange Hall	Grange Hall non domestic rates monthly instalmen	-947.00
	General Journal	01/11/2023	1380	Worcester Bosch Ltd	Monthly installment for Bungalow boiler contract	-41.87
	Bill Pmt -Cheque	02/11/2023	Cash	Amazon	Dual monitor stand for claire	-26.39
	Bill Pmt -Cheque	02/11/2023	Cash	Amazon	Footrest for Claire	-26.99
	Bill Pmt -Cheque	02/11/2023	Cash	Amazon	New whiteboard for Hall office	-55.99
	Bill Pmt -Cheque	02/11/2023	Cash	Amazon	Whiteboard for Grange office	-31.34
	Bill Pmt -Cheque	02/11/2023	Cash	Lantec Services Ltd	Line rental and calls for month	-95.84
	Bill Pmt -Cheque	02/11/2023	BACS	4th Radcliffe on Trent Guides	Grant towards coach transport	-300.00
	Bill Pmt -Cheque	02/11/2023	BACS	Barnacle Alan	Gravediggin for 2 ashes	-200.00
	Bill Pmt -Cheque	03/11/2023	Cash	Shark Vacuums	Shark Deluxe cordless vaucum	-189.99
	Bill Pmt -Cheque	03/11/2023	Cash	TV Licensing	TV licence	-159.00
	Bill Pmt -Cheque	03/11/2023	BACS	SBS Nottingham Ltd	New Bi fold PVC doors fitted at bungalow	-1,450.00
	Cheque	07/11/2023	15241c	RBC - non domestic Grange	Non domestic rates for The Grange - monthly insta	-173.00
	General Journal	09/11/2023	1392	Waterplus	Cemetery water - 1 month	-9.66
	Bill Pmt -Cheque	10/11/2023	BACS	Bingham Brick and stone Repointing Specil	Repointing 9/10 courses on Grange gable end	-200.00
	Bill Pmt -Cheque	10/11/2023	BACS	Cope Occupational Health Services Ltd	4 DSE assessments	-841.32
	Bill Pmt -Cheque	10/11/2023	BACS	DTW Electrical Services	Replace 6 bulbs in hall outside lights	-105.00
	Bill Pmt -Cheque	10/11/2023	BACS	NALC	000025617982	-40.00
	Bill Pmt -Cheque	10/11/2023	BACS	P M Winter	Contract mowing for month	-1,891.38
	Bill Pmt -Cheque	10/11/2023	Cash	Amazon	Footrest for Hayley	-29.99
	General Journal	15/11/2023	1385	Natwest	On line banking monthly fee and charges	-13.60
	General Journal	15/11/2023	1390	EE Phones	Phones for Hall manager, caretakers and groundsr	-69.10
	Bill Pmt -Cheque	17/11/2023	Cash	Bright HR	Monthy fee for HR software	-60.48
	Bill Pmt -Cheque	17/11/2023	Cash	Engraving Studios	Alf Bamping wall of remembrance plaque	-26.90
	Bill Pmt -Cheque	17/11/2023	Cash	Iris Business Software	Pension licence for month	-14.14
	Bill Pmt -Cheque	17/11/2023	BACS	The Unique Treats Co	PA set up and hire for Christmas fair	-200.00
	Bill Pmt -Cheque	17/11/2023	Cash	Amazon	Hole puch for office	-22.99

## Radcliffe on Trent Parish Council Transaction Detail by Account November through December 2023

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Cheque	17/11/2023	Cash	Engraving Studios	Wall of remembrance plaque for Sandra Whitcom	-26.90
Bill Pmt -Cheque	17/11/2023	BACS	NALC	000025617982	-45.00
General Journal	18/11/2023	1383	British Gas	Public toilet electricity - 1 month	-19.81
General Journal	18/11/2023	1386	British Gas	Public toilet electricity - 1 month	-19.66
Cheque	19/11/2023	15248c	British Gas Lite mess room BGL361064	Mess Room electricity for one month	-111.86
General Journal	20/11/2023	1389	Severn Trent	Grange and grounds water 1 month	-140.64
General Journal	21/11/2023	1388	Severn Trent	Grange Hall water- 1 month	-57.74
Cheque	22/11/2023	15244c	Autopay	Staff pay for month	-14,672.40
Cheque	22/11/2023	To Print	██████████	Refund bond	-250.00
Cheque	22/11/2023	15256c	British Gas Lite Gange Gas BGL360607	Grange gas one month	-328.92
Bill Pmt -Cheque	23/11/2023	Cash	HBI Commerce Ltd	Christmas Decorations	-242.93
Bill Pmt -Cheque	24/11/2023	BACS	Burleys	Supplies for hall, grounds and office	-55.19
Bill Pmt -Cheque	24/11/2023	BACS	G W Fisher & Sons	2 of 3', 1 of 8' and 1 of 9' christmas trees	-197.00
Bill Pmt -Cheque	24/11/2023	BACS	Highline Electrical	70% of total bill for installing and removing lights or	-3,122.82
Bill Pmt -Cheque	24/11/2023	BACS	HM Revenue & Customs	NI and PAYE for month	-5,406.76
Bill Pmt -Cheque	24/11/2023	BACS	J W Stones	16 packs of pansies	-35.00
Bill Pmt -Cheque	24/11/2023	BACS	NCC Pension Fund	Staff and Employer pension contributions for month	-3,583.27
Bill Pmt -Cheque	24/11/2023	BACS	Thoresby Joinery & Building Co Ltd	Refix basin in Hall disabled toilet to wall	-120.00
Bill Pmt -Cheque	24/11/2023	Cash	Chartex Surveys Ltd	Level 3 building survey on Wharf Lane Recreation	-1,500.00
Bill Pmt -Cheque	24/11/2023	Cash	Streetwise Environmental Ltd	playground inspections in April	-450.00
Cheque	25/11/2023	15257c	British Gas Lite Grange Elec BGL360618	Grange Electric	-274.81
Cheque	25/11/2023	15258c	British Gas Lite mess room BGL361064	Mess Room electricity for one month	-111.86
General Journal	26/11/2023	1387	TotalEnergies Gas & Power Ltd	Hall gas for 1 month	-335.38
Cheque	27/11/2023	15260c	edf energy	Electricity for Hall	-2,360.66
Cheque	30/11/2023	15242c	Waterplus - Public Toilets	Public toilet water - 1 month	-29.41
General Journal	30/11/2023	1391	Jetcard	Fuel for grounds machinery and van	-2.40
General Journal	30/11/2023	1393	Royston & Lund	Bungalow	-1,450.00
Bill Pmt -Cheque	01/12/2023	BACS	Barnacle Alan	Gravedigging 2 ashes and 1 coffin	-590.00
Bill Pmt -Cheque	01/12/2023	BACS	Carlton Brass	Brass Band for Christmas Fair	-500.00
Bill Pmt -Cheque	01/12/2023	BACS	DTW Electrical Services	Decorating and installing 2 rees outside Grange	-50.00
Bill Pmt -Cheque	01/12/2023	BACS	Granart		-148.80
Bill Pmt -Cheque	01/12/2023	BACS	Hoveringham Mommoth	Santa Grotto banners	-1,056.00

## Radcliffe on Trent Parish Council Transaction Detail by Account November through December 2023

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Cheque	01/12/2023	BACS	Pro-servicing Ltd	Repair to Tremt room door	-357.00
Bill Pmt -Cheque	01/12/2023	BACS	Trent District CFR	First Aid support for Christmas Fair	-250.00
Bill Pmt -Cheque	01/12/2023	BACS		Christmas Fair purchases	-80.26
Cheque	01/12/2023	15250c	Bright HR	HR software	-60.48
General Journal	01/12/2023	1395	RBC - Grange Hall	Grange Hall non domestic rates monthly instalmen	-947.00
General Journal	01/12/2023	1396	Worcester Bosch Ltd	Monthly installment for Bunglow boiler contract	-41.87
Bill Pmt -Cheque	04/12/2023	Cash	Amazon	Work trousers for Tania	-23.95
Bill Pmt -Cheque	05/12/2023	Cash	Amazon	A4 laminating pouches	-8.45
Bill Pmt -Cheque	05/12/2023	Cash	Amazon	3 black box files	-16.95
Bill Pmt -Cheque	05/12/2023	Cash	Lantec Services Ltd	Line rental and calls for month	-94.72
Cheque	07/12/2023	15251c	RBC - non domestic Grange	Non domestic rates for The Grange - monthly insta	-173.00
Bill Pmt -Cheque	07/12/2023	Cash	PHS Group plc	4601388	-629.21
Bill Pmt -Cheque	07/12/2023	Cash	AbraTax	Annual fee for Digital VT bridge software	-103.68
Bill Pmt -Cheque	07/12/2023	Cash	Countrywise Water Coolers Ltd	3 of 100 paper cups for watercooler	-74.40
Bill Pmt -Cheque	07/12/2023	Cash	MPLC	149451	-671.76
General Journal	09/12/2023	1405	Waterplus	Cemetery water - 1 month	-9.41
General Journal	12/12/2023	1400	Ricoh	Photocopier rental 3 months and usage	-320.44
Transfer	15/12/2023			Funds Transfer	-250.00
Bill Pmt -Cheque	15/12/2023	BACS	A W Safety Management Ltd	B level health and safety advice - annual fee	-1,125.90
Bill Pmt -Cheque	15/12/2023	BACS	Chartex Surveys Ltd	Level 3 survey of Grange and Grange Hall	-5,040.00
Bill Pmt -Cheque	15/12/2023	BACS	Gort Flameproofing Services	Cleaning hall curtains	-1,500.00
Bill Pmt -Cheque	15/12/2023	BACS	HM Revenue & Customs	NI and PAYE for month	-2,931.80
Bill Pmt -Cheque	15/12/2023	BACS	Iris Business Software	Pension licence for month	-14.14
Bill Pmt -Cheque	15/12/2023	BACS	John S Etchell	Wind damaged oak	-150.00
Bill Pmt -Cheque	15/12/2023	BACS	NCC Pension Fund	Staff and Employer pension contributions for month	-2,574.59
Bill Pmt -Cheque	15/12/2023	Cash	Amazon	Batteries for hall	-46.87
Bill Pmt -Cheque	15/12/2023	Cash	Amazon	Kettle for hall office	-25.19
Bill Pmt -Cheque	15/12/2023	Cash	Amazon	Desk lamp for lectern	-19.99
Bill Pmt -Cheque	15/12/2023	Cash	Amazon	DVD for 2024	-6.99
Bill Pmt -Cheque	15/12/2023	Cash	Amazon	3 thr=ermostats for hall radiators	-17.99
General Journal	15/12/2023	1408	EE Phones	Phones for Hall manager, caretakers and groundsr	-69.86
General Journal	15/12/2023	1410	Natwest	On line banking monthly fee and charges	-11.60

## Radcliffe on Trent Parish Council Transaction Detail by Account November through December 2023

Type	Date	Num	Name	Memo	Amount
General Journal	18/12/2023	1401	British Gas	Public toilet electricity - 1 month	-21.60
General Journal	20/12/2023	1398	Severn Trent	Grange and grounds water 1 month	-111.97
General Journal	21/12/2023	1406	Severn Trent	Grange Hall water- 1 month	-49.35
Cheque	22/12/2023	15262c	Autopay	Staff pay for month	-11,065.29
Cheque	25/12/2023	15255c	British Gas Lite Grange Elec BGL360618	Grange Electric	-320.70
General Journal	26/12/2023	1399	TotalEnergies Gas & Power Ltd	Hall gas for 1 month	-324.94
Cheque	27/12/2023	15261c	edf energy	Electricity for Hall	-864.17
Cheque	28/12/2023	15254c	British Gas Lite Gange Gas BGL360607	Grange gas one month	-469.92
Cheque	31/12/2023	15253c	Waterplus - Public Toilets	Public toilet water - 1 month	-28.76
General Journal	31/12/2023	1402	Jetcard	Fuel for grounds machinery and van	-106.83
Total Current Account					<u>-76,443.64</u>
Total bank and cash					<u>-76,443.64</u>
<b>TOTAL</b>					<b><u>-76,443.64</u></b>

**Radcliffe on Trent Parish Council Results for November 2023**

Net results for 2023- 2024 as as November 2023							
		Actual year to date			Net		% Actual of budget
		Income	Exp	Net	budget	Under spend	
		£	£	£	£	£	
<b>ADMINISTRATION</b>							
	Office Administration	14,456	12,645	(1,811)	15,481	17,292	-12%
	Democracy		1,125	1,125	3,400	2,275	33%
	Net Grants	0	803	803	6,000	5,197	13%
	Health & Safety and GDPR		1,068	1,068	2,000	932	53%
	Staff		130,075	130,075	208,497	78,422	62%
	Flat		963	963	500	(463)	193%
	Contingency	0	780	780	9,382	8,602	8%
		14,456	147,458	133,002	245,260	112,258	54%
	<b>Upper Saxondale</b>	2,000		(2,000)	(2,000)	-	
	<b>The Bungalow</b>	7,600	3,604	-3,996	(7,832)	(3,836)	51%
	<b>Planning - Carbon Clever/NP</b>		0	0	-	-	#DIV/0!
<b>AMENITIES</b>							
	Cemetery	15,654	5,626	(10,029)	(2,324)	7,705	432%
	Donated plants/benches	2,929	3,212	283	(1,626)	(1,909)	-17%
	Grounds maintenance	720	38,755	38,035	55,213	17,178	69%
	Play areas		2,611	2,611	9,350	6,739	28%
	Public toilets	15,420	561	(14,859)	(14,220)	639	104%
	Vehicles and Machinery	0	1,040	1,040	2,100	1,060	50%
		34,724	51,806	17,082	48,493	31,411	35%
<b>GRANGE AND GRANGE HALL</b>							
	Grange	5,404	6,181	777	3,629	2,852	21%
	Grange Hall	44,907	49,500	4,593	13,177	8,584	35%
		50,311	55,681	5,370	16,806	11,436	32%
	<b>Events</b>	4,266	4,747	481	1,500	1,019	32%
	<b>Christmas Decorations</b>	1,925	6,567	4,642	9,625	4,983	48%
	<b>Total Grange, Hall and Events</b>	56,502	66,994	10,493	27,931	17,438	38%
	<b>Total</b>	<b>115,281</b>	<b>269,862</b>	<b>154,581</b>	<b>311,852</b>	<b>157,271</b>	<b>50%</b>
	<b>Precept</b>	312,852		(312,852)	(312,852)	-	100%
		<b>428,133</b>	<b>269,862</b>	<b>-158,271</b>	<b>-1,000</b>	<b>157,271</b>	
			<b>Nov-23</b>	<b>March 2023</b>			
			<b>£</b>	<b>£</b>			
<b>Free Reserves</b>							
			233,749	75,478			
	Designated Reserve - Building Maintenance		9,950	12,500			
	Designated Reserve - Bungalow Maintenance		6,000	6,000			
	Designated Reserve - Carbon Clever		1,000	1,000			
	Designated Reserve - Cemetery		20,500	20,500			
	Designated Reserve - Election Fund		12,544	11,562			
	Designated Reserve - Grange and Hall Refurbishment		30,000	30,000			
	Designated Reserve - NCC Matched Funding		5,000	5,000			
	Designated Reserve - Playareas		10,000	10,000			
	Designated Reserve - Van/machinery		5,000	5,000			
			99,994	101,562			
	Restricted Reserve - Leisure Development		6,750	8,000			
	Restricted Reserve - Skatepark RBC		20,000	20,000			
	Restricted Reserve - Upper Saxondale		10,000	20,000			
	Restricted Reserve - CIL		174	174			
	Restricted Reserve - Conservation Group		1,026	1,040			
			37,950	49,214			
	<b>Total Reserves</b>		<b>£371,693</b>	<b>£226,254</b>			
	<b>Plus CCLA Property Fund at cost</b>		<b>£150,000</b>	<b>£150,000</b>			
	<b>Bank and CCLA Deposit</b>		<b>£388,986</b>	<b>£220,387</b>			
	<b>Fixed assets - Valuation</b>		<b>£4,458,493</b>	<b>£3,713,263</b>			
	<b>Loans</b>		<b>£95,631</b>	<b>£134,683</b>			

Radcliffe on Trent Parish Council Results for November 2023

Income for 2023- 2024 as at November 2023						
			2023/24	2023/24	YTD	2022/23
	Nov	YTD	Annual	YTD	% of	Actual
	£	£	Budget	Budget	Budget	£
<b>ADMINISTRATION</b>						
	Office administration	1,555.60	14,456	8,000	181%	11,399
	Donations/grants		0	0	#DIV/0!	
		<b>1,555.60</b>	<b>14,456</b>	<b>8,000</b>	<b>181%</b>	<b>11,399</b>
<b>The Bungalow</b>						
	Rent	950.00	7,600	11,400	67%	11,550
<b>Upper Saxondale</b>						
			2,000	2,000	100%	0
<b>OPERATIONS</b>						
<b>AMENITIES</b>						
	Burials	250.00	9,300	8,690	107%	12,405
	Sale of plots	750.00	3,750	2,750	136%	3,500
	Headstones/plaques/Memorial kerbs	825.00	2,604	1,790	145%	4,217
	<b>Cemetery</b>	<b>1,825.00</b>	<b>15,654</b>	<b>13,230</b>	<b>118%</b>	<b>20,122</b>
	Donations		2,929	1,626	180%	13,707
	Hire of Grounds facilities	300.00	720	717	100%	1,228
	Public toilets		15,420	15,420	100%	13,585
	Vehicles and Machinery		0	0		
	<b>Total Amenities</b>	<b>2,125.00</b>	<b>34,724</b>	<b>30,993</b>	<b>112%</b>	<b>48,642</b>
<b>GRANGE AND GRANGE HALL</b>						
	The Grange	753.70	5,404	9,300	0%	9,049
	Grange Hall	5,500.78	44,907	60,000	100000%	55,915
	<b>Grange and Grange Hall</b>	<b>6,254.48</b>	<b>50,311</b>	<b>69,300</b>	<b>73%</b>	<b>64,964</b>
	Events	95.00	4,266	6,100	70%	6,668
	Christmas	1,925.00	1,925	0	#DIV/0!	1,676
	<b>Total Grange, Hall and Events</b>	<b>8,274.48</b>	<b>56,501.54</b>	<b>75,400</b>	<b>75%</b>	<b>73,308</b>
	<b>Total generated funds</b>	<b>12,905.08</b>	<b>115,281</b>	<b>127,793</b>	<b>90%</b>	<b>144,899</b>
	Precept		312,852	312,852	100%	328,823
		<b>12,905</b>	<b>428,133</b>	<b>440,645</b>	<b>97%</b>	<b>473,722</b>



## Radcliffe on Trent Parish Council Results for November 2023

<b>Expenditure for 2023- 2024</b>						
			2023/24	2023/24	YTD	2022/23
		Nov	YTD	Budget	% of	Actual
		£	£	£	Budget	£
<b>ADMINISTRATION</b>						
	Auditing		1,610	1,750	92%	1,535
	Insurance - ex Grange Hall	244.18	1,839	2,662	69%	2,472
	Professional fees		12	4,000	0%	3,286
	Licences	36.00	1,090	2,608	42%	2,374
	Office	84.57	2,739	6,325	43%	5,945
	Subscriptions	100.80	2,331	2,196	106%	2,312
	Telephones	124.82	911	1,440	63%	2,715
	Training	85.00	2,113	2,500	85%	99
	<b>Administration</b>	<b>675.37</b>	<b>12,645</b>	<b>23,481</b>	<b>54%</b>	<b>20,738</b>
	Annual Parishioners Meeting		-	100	0%	350
	Chairman's Allowance		-	600	0%	111
	Election fund		1,125	2,700	42%	2,700
	<b>Democracy</b>	<b>-</b>	<b>1,125</b>	<b>3,400</b>	<b>33%</b>	<b>3,161</b>
	<b>Grants</b>		<b>803</b>	<b>6,000</b>	<b>13%</b>	<b>1,837</b>
	Health & Safety and GDPR	821.04	1,068	2,000	53%	3,554
	Neighbourhood plan		-	-		
	<b>Staff</b>	<b>23,582.43</b>	<b>130,075</b>	<b>208,497</b>	<b>62%</b>	<b>187,163</b>
	Contingency		780	9,382	8%	41,439
	Flat maintenance		963	500	193%	2,045
		<b>25,078.84</b>	<b>147,458</b>	<b>253,260</b>	<b>58.22%</b>	<b>259,937</b>
<b>THE BUNGALOW</b>						
	Estate agent fee	1,491.87	2,243	1,268	177%	1,140
	Maintenance/rates	95.00	1,361	2,300	59%	1,735
		<b>1,586.87</b>	<b>3,604</b>	<b>3,568</b>	<b>101%</b>	<b>2,875</b>
<b>PLANNING AND ENVIRONMENT</b>						
	Neighbourhood plan		-	-	#DIV/0!	652
	Carbon Clever			1,000.00	0%	1,000
		<b>0</b>	<b>0</b>	<b>1,000</b>	<b>0%</b>	<b>1,652</b>

## Radcliffe on Trent Parish Council Results for November 2023

Expenditure for 2023- 2024						
		Nov	2023/24 YTD	2023/24 Budget	YTD % of Budget	2022/23 Actual
		£	£	£		£
<b>AMENITIES</b>						
	Cemetery maintenance		748	1,650	45%	1,233
	Cemetery audit follow up		-	2,000	0%	2,000
	Gravedigging	590.00	3,140	4,230	74%	4,320
	Plaques/Memorial Kerbs	168.84	214	1,070	20%	822
	Publicity		-	200		455
	Rates - cemetery		736	736	100%	0
	Trade Waste		590	770	77%	883
	Water - Cemetery	9.66	198	250	79%	161
	<b>Total cemetery</b>	<b>768.50</b>	<b>5,626</b>	<b>10,906</b>	<b>52%</b>	<b>9,874</b>
	<b>Donated plants/benches</b>		<b>3,212</b>	<b>-</b>		<b>6,277</b>
	In house grounds work	49.59	5,521	10,000	55%	9,188
	Litter and dog bins and litter picking		8,117	8,780	92%	3,380
	Mowing contractor		15,476	19,000	81%	14,347
	Nature reserves		229	2,000	11%	3,000
	Sub contractors		2,314	8,000	29%	10,985
	Tree Maintenance		5,650	4,850	116%	4,645
	Utilities at Park/Mess Room	213.06	653	1,800	36%	2,093
	Street Furniture		796	1,500	53%	1,500
	<b>Grounds Maintenance</b>	<b>262.65</b>	<b>38,755</b>	<b>55,930</b>	<b>69%</b>	<b>49,138</b>
	Play Areas	375.00	1,175	5,850	20%	11,568
	Skatepark RBC		-	-		10,000
	Skatepark		1,436	3,500	41%	2,457
	<b>Play Areas</b>	<b>375.00</b>	<b>2,611</b>	<b>9,350</b>	<b>28%</b>	<b>24,025</b>
	Maintenance and supplies- PT		102	500	20%	1,876
	Utilities - PT	67.01	460	700	66%	506
	<b>Total Public Toilets</b>	<b>67.01</b>	<b>561</b>	<b>1,200</b>	<b>47%</b>	<b>2,382</b>
	<b>Vehicles and Machinery</b>	<b>2.00</b>	<b>1,040</b>	<b>2,100</b>	<b>50%</b>	<b>1,324</b>
	<b>Total Amenities</b>	<b>1,475.16</b>	<b>51,806</b>	<b>87,011</b>	<b>3.13</b>	<b>93,020</b>
<b>GRANGE AND GRANGE HALL</b>						
	Maintenance and supplies- Grange	305.00	1,965	4,200	47%	2,837
	Rates - Grange	173.00	1,383	1,729	80%	1,647
	Utilities - Grange	715.62	2,833	7,000	40%	4,606
	<b>Total Grange</b>	<b>1,193.62</b>	<b>6,181</b>	<b>12,929</b>	<b>48%</b>	<b>9,090</b>
	Enhancements and maintenance	719.52	9,492	16,500	58%	25,069
	Insurance - gh	333.95	2,517	3,664	69%	3,387
	Licences	159.02	761	1,525	50%	2,272
	Publicity	-	-	800	0%	180
	PWL - capital and interest	5,560.33	20,373	22,260	92%	23,062
	Rates - gh	947.00	7,575	9,468	80%	8,233
	Trade waste	504.12	1,472	1,960	75%	1,606
	Utilities - gh	2,618.23	7,311	17,000	43%	10,045
	<b>Total Grange Hall</b>	<b>10,842.17</b>	<b>49,500</b>	<b>73,177</b>	<b>68%</b>	<b>73,854</b>
	<b>Events</b>		<b>4,747</b>	<b>7,600</b>	<b>62%</b>	<b>5,779</b>
	<b>Christmas Decorations</b>	<b>2,974.79</b>	<b>6,567</b>	<b>9,625</b>	<b>68%</b>	<b>11,773</b>
	<b>Total Grange, Grange Hall and Events</b>	<b>15,010.58</b>	<b>66,994.47</b>	<b>103,331.00</b>	<b>65%</b>	<b>100,496</b>
	<b>Total</b>	<b>43,151.45</b>	<b>269,862</b>	<b>447,170</b>	<b>60%</b>	<b>457,980</b>

Radcliffe on Trent Parish Council Results for October 2023

Balance Sheet	November-23	
	November-23	March 2022
	£	£
<b>Fixed Assets</b>		
Grange Hall - Net	87,631	105,157
Skatepark investment - Net	8,000	10,000
<b>Total Fixed Assets</b>	<b>95,631</b>	<b>115,157</b>
<b>PWL</b>		
<b>Less than a year</b>	<b>14,000</b>	<b>14,000</b>
<b>over a year</b>	<b>81,631</b>	<b>101,157</b>
	<b>95,631</b>	<b>115,157</b>
<b>Net borrowings</b>	<b>0</b>	<b>0</b>
<b>Investments</b>	<b>150,000</b>	<b>150,000</b>
<b>Current Assets</b>		
Accounts receivable	16,657	14,451
Other debtors and prepayments	8,483	7,892
CCLA	337,000	262,000
Bank and Cash	51,986	30,362
<b>Total assets</b>	<b>414,126</b>	<b>314,705</b>
<b>Current Liabilities</b>		
Creditors	3,536	16,540
Provisions for future costs	25,713	52,631
Bonds	3,950	5,250
Income in advance	8,316	10,175
PWL interest accrual	0	2,938
Other creditors	917	917
	<b>42,431</b>	<b>88,451</b>
<b>Net current assets</b>	<b>371,694</b>	<b>226,254</b>
<b>Net Assets</b>	<b>371,694</b>	<b>226,254</b>
<b>Represented by</b>		
Free Reserves	233,749	75,478
Designated Reserve - Building Maintenance	9,950	12,500
Designated Reserve - Bungalow Maintenance	6,000	6,000
Designated Reserve - Carbon Clever	1,000	1,000
Designated Reserve - Cemetery	20,500	20,500
Designated Reserve - Election Fund	12,544	11,562
Designated Reserve - Grange and Hall Refurbishment	30,000	30,000
Designated Reserve - NCC Matched Funding	5,000	5,000
Designated Reserve - Playareas	10,000	10,000
Designated Reserve - Van/machinery	5,000	5,000
	<b>99,994</b>	<b>101,562</b>
Restricted Reserve - Leisure Development	6,750	8,000
Restricted Reserve - Skatepark RBC	20,000	20,000
Restricted Reserve - Upper Saxondale	10,000	20,000
Restricted Reserve - CIL	174	174
Restricted Reserve - Conservation Group	1,026	1,040
	<b>37,950</b>	<b>49,214</b>
	<b>371,693</b>	<b>226,254</b>

**Radcliffe on Trent Parish Council**  
**Reconciliation Summary**  
Current Account, Period Ending 05/01/2024

	<u>5 Jan 24</u>
<b>Beginning Balance</b>	26,566.14
<b>Cleared Transactions</b>	
Cheques and Payments - 13 items	-21,961.18
Deposits and Credits - 13 items	37,782.51
<b>Total Cleared Transactions</b>	<u>15,821.33</u>
<b>Cleared Balance</b>	<u><u>42,387.47</u></u>
<b>Uncleared Transactions</b>	
Cheques and Payments - 31 items	-15,932.06
Deposits and Credits - 3 items	766.69
<b>Total Uncleared Transactions</b>	<u>-15,165.37</u>
<b>Register Balance as of 05/01/2024</b>	<u><u>27,222.10</u></u>
<b>New Transactions</b>	
Cheques and Payments - 15 items	-3,162.01
Deposits and Credits - 6 items	1,572.00
<b>Total New Transactions</b>	<u>-1,590.01</u>
<b>Ending Balance</b>	<u><u>25,632.09</u></u>

**Radcliffe on Trent Parish Council**  
**Reconciliation Detail**  
Current Account, Period Ending 05/01/2024

	Type	Date	Num	Name	Cir	Amount	Balance
<b>Beginning Balance</b>							<b>26,566.14</b>
<b>Cleared Transactions</b>							
<b>Cheques and Payments - 13 items</b>							
	General Journal	12/12/2023	1400	Ricoh	√	-320.44	-320.44
	General Journal	01/01/2024	1404	RBC - Grange Hall	√	-947.00	-1,267.44
	General Journal	01/01/2024	1403	Worcester Bosch Ltd	√	-41.87	-1,309.31
	Transfer	04/01/2024			√	-20,000.00	-21,309.31
	Bill Pmt -Cheque	05/01/2024	Cash	Buy Brand Tools	√	-244.75	-21,554.06
	Bill Pmt -Cheque	05/01/2024	Cash	SLCC	√	-144.00	-21,698.06
	Bill Pmt -Cheque	05/01/2024	Cash	PHS Group plc	√	-37.99	-21,736.05
	Bill Pmt -Cheque	05/01/2024	Cash	Amazon	√	-9.99	-21,746.04
	Bill Pmt -Cheque	05/01/2024	Cash	Amazon	√	-7.95	-21,753.99
	Bill Pmt -Cheque	05/01/2024	Cash	Amazon	√	-5.99	-21,759.98
	Bill Pmt -Cheque	05/01/2024	Cash	Amazon	√	-3.88	-21,763.86
	Bill Pmt -Cheque	13/01/2024	Cash	Radmore and Tucker	√	-127.79	-21,891.65
	Bill Pmt -Cheque	13/01/2024	Cash	Radmore and Tucker	√	-69.53	-21,961.18
	<b>Total Cheques and Payments</b>					<b>-21,961.18</b>	<b>-21,961.18</b>
<b>Deposits and Credits - 13 items</b>							
	Invoice	15/12/2023	12519	A W Lymn Bath Street	√	75.00	75.00
	Payment	15/12/2023	cash	Glenda Mary School of Dancing	√	584.00	659.00
	Deposit	31/12/2023			√	1,508.61	2,167.61
	Payment	02/01/2024	bacs	[REDACTED]	√	124.40	2,292.01
	Payment	03/01/2024	cash	Bridge Thursday	√	69.40	2,361.41
	Payment	04/01/2024	abcs	[REDACTED]	√	790.80	3,152.21
	Payment	04/01/2024	bacs	[REDACTED]	√	866.00	4,018.21
	Transfer	04/01/2024			√	30,000.00	34,018.21
	Payment	05/01/2024	bacs	[REDACTED]	√	19.00	34,037.21
	Payment	05/01/2024	bacs	[REDACTED]	√	117.80	34,155.01
	Payment	05/01/2024	bacs	[REDACTED]	√	810.00	34,965.01
	Payment	08/01/2024	BACS	M A Mills Funeral Service Ltd	√	857.50	35,822.51
	Payment	08/01/2024	BACS	Radcooks	√	1,960.00	37,782.51
	<b>Total Deposits and Credits</b>					<b>37,782.51</b>	<b>37,782.51</b>
	<b>Total Cleared Transactions</b>					<b>15,821.33</b>	<b>15,821.33</b>
<b>Cleared Balance</b>						<b>15,821.33</b>	<b>42,387.47</b>
<b>Uncleared Transactions</b>							
<b>Cheques and Payments - 31 items</b>							
	General Journal	31/03/2023	1276			-86.49	-86.49
	Bill Pmt -Cheque	02/06/2023	Cash	Amazon		-6.60	-93.09
	General Journal	24/10/2023	1368	British Gas		-439.16	-532.25
	General Journal	24/10/2023	1368	British Gas		-84.92	-617.17
	Cheque	25/10/2023	15249c	British Gas Lite Grange Elec BGL360618		-274.81	-891.98
	Bill Pmt -Cheque	17/11/2023	Cash	Bright HR		-60.48	-952.46
	General Journal	18/11/2023	1386	British Gas		-19.66	-972.12
	Cheque	22/11/2023	15256c	British Gas Lite Gange Gas BGL360607		-328.92	-1,301.04
	Cheque	25/11/2023	15258c	British Gas Lite mess room BGL361064		-111.86	-1,412.90
	Cheque	01/12/2023	15250c	Bright HR		-60.48	-1,473.38
	General Journal	09/12/2023	1405	Waterplus		-9.41	-1,482.79
	Bill Pmt -Cheque	15/12/2023	BACS	HM Revenue & Customs		-2,931.80	-4,414.59
	General Journal	21/12/2023	1406	Severn Trent		-49.35	-4,463.94
	Cheque	25/12/2023	15255c	British Gas Lite Grange Elec BGL360618		-320.70	-4,784.64
	Cheque	27/12/2023	15261c	edf energy		-864.17	-5,648.81
	Cheque	28/12/2023	15254c	British Gas Lite Gange Gas BGL360607		-469.92	-6,118.73
	General Journal	31/12/2023	1402	Jetcard		-106.83	-6,225.56
	Cheque	01/01/2024	15252c	Bright HR		-60.48	-6,286.04
	Cheque	03/01/2024	To Print	[REDACTED]		-250.00	-6,536.04
	Cheque	04/01/2024	To Print	[REDACTED]		-250.00	-6,786.04
	Bill Pmt -Cheque	05/01/2024	BACS	Creative Festivities Limited		-3,633.60	-10,419.64
	Bill Pmt -Cheque	05/01/2024	BACS	Forester Flooring Company		-3,516.18	-13,935.82
	Bill Pmt -Cheque	05/01/2024	BACS	GlobeSec		-645.60	-14,581.42
	Bill Pmt -Cheque	05/01/2024	BACS	Blachere Illumination		-474.00	-15,055.42
	Bill Pmt -Cheque	05/01/2024	BACS	P M Winter		-381.60	-15,437.02
	Bill Pmt -Cheque	05/01/2024	BACS	Barnacle Alan		-200.00	-15,637.02
	Bill Pmt -Cheque	05/01/2024	Cash	Lantec Services Ltd		-94.64	-15,731.66
	Bill Pmt -Cheque	05/01/2024	BACS	[REDACTED]		-75.00	-15,806.66
	Bill Pmt -Cheque	05/01/2024	BACS	Nalc - London		-60.00	-15,866.66
	Bill Pmt -Cheque	05/01/2024	BACS	Window Cleaner		-45.00	-15,911.66
	Bill Pmt -Cheque	05/01/2024	BACS	Roffesoft		-20.40	-15,932.06
	<b>Total Cheques and Payments</b>					<b>-15,932.06</b>	<b>-15,932.06</b>
<b>Deposits and Credits - 3 items</b>							
	General Journal	24/10/2023	1368	British Gas		602.39	602.39
	Payment	14/11/2023	bacs	[REDACTED]		150.30	752.69
	Payment	05/12/2023	bacs	Radcliffe Gardening Club		14.00	766.69
	<b>Total Deposits and Credits</b>					<b>766.69</b>	<b>766.69</b>
	<b>Total Uncleared Transactions</b>					<b>-15,165.37</b>	<b>-15,165.37</b>
<b>Register Balance as of 05/01/2024</b>						<b>655.96</b>	<b>27,222.10</b>
<b>New Transactions</b>							
<b>Cheques and Payments - 15 items</b>							
	Cheque	07/01/2024	15259c	RBC - non domestic Grange		-173.00	-173.00
	Bill Pmt -Cheque	13/01/2024	BACS	Highline Electrical		-1,338.36	-1,511.36
	Bill Pmt -Cheque	13/01/2024	BACS	Rushcliffe Borough Council		-450.00	-1,961.36
	Bill Pmt -Cheque	13/01/2024	BACS	R P Hunt		-312.00	-2,273.36
	Bill Pmt -Cheque	13/01/2024	BACS	DTW Electrical Services		-120.00	-2,393.36
	Bill Pmt -Cheque	13/01/2024	BACS	Burleys		-39.99	-2,433.35
	Bill Pmt -Cheque	13/01/2024	Debit	Iris Business Software		-14.14	-2,447.49
	Bill Pmt -Cheque	13/01/2024	Cash	Tudor Environmental		-13.70	-2,461.19
	General Journal	15/01/2024	1409	EE Phones		-75.06	-2,536.25
	General Journal	15/01/2024	1411	Natwest		-10.00	-2,546.25
	General Journal	18/01/2024	1412	British Gas		-20.74	-2,566.99
	General Journal	20/01/2024	1413	Severn Trent		-89.43	-2,656.42
	General Journal	21/01/2024	1415	Severn Trent		-110.18	-2,766.60
	General Journal	26/01/2024	1414	TotalEnergies Gas & Power Ltd		-334.93	-3,101.53
	Cheque	01/02/2024	15263c	Bright HR		-60.48	-3,162.01
	<b>Total Cheques and Payments</b>					<b>-3,162.01</b>	<b>-3,162.01</b>
<b>Deposits and Credits - 6 items</b>							


**Radcliffe on Trent Parish Council**  
**Reconciliation Detail**  
Current Account, Period Ending 05/01/2024

Type	Date	Num	Name	Cir	Amount	Balance
Payment	08/01/2024	BACS	Caterpillar Music		132.00	132.00
Payment	08/01/2024	bacs	TASTV		210.00	342.00
Payment	09/01/2024	bacs	Ceroc Heaven		290.00	632.00
Payment	09/01/2024	bacs	Tumble Tots		360.00	992.00
Payment	09/01/2024	bacs	Ceroc Heaven		480.00	1,472.00
Payment	12/01/2024	cash	Creative Stitching		100.00	1,572.00
					<u>1,572.00</u>	<u>1,572.00</u>
Total Deposits and Credits						
Total New Transactions					<u>-1,590.01</u>	<u>-1,590.01</u>
<b>Ending Balance</b>					<u><b>-934.05</b></u>	<u><b>25,632.09</b></u>

<b>Account name or alias</b> R-O-T PARISH CL	<b>Account number</b> 08807353	<b>Sort code</b> 60-02-41	<b>Account currency</b> GBP
<b>Debit or credit</b> Any	<b>Current cleared balance</b> 32101.07		

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at [www.FSCS.org.uk](http://www.FSCS.org.uk).

Date	Type	Transaction details	Debit	Credit	Balance
<b>Closing balance</b>					<b>42,387.47</b>
05-Jan-2024	D/D	RICOHUK, 12516564000	-320.44		42,387.47
05-Jan-2024	POS	7696 04JAN24, AMZNMKTPLACE, AMAZON.CO.UK GB	-13.87		42,707.91
05-Jan-2024	POS	7696 04JAN24, SLCC ENTERPRISES, LTD, TAUNTON GB	-144.00		42,721.78
05-Jan-2024	POS	7696 04JAN24, RADMORE AND TUCKER, LTD, EXETER GB	-69.53		42,865.78
05-Jan-2024	DPC	RADCOOKS COMMUNITY, RADCOOKS 12529, VIA ONLINE - PYMT		1,960.00	42,935.31
05-Jan-2024	BAC	M.A MILLS FU, M A MILLS FS, FP 05/01/24 1657, 469273857561501001		857.50	40,975.31
05-Jan-2024		102755		69.40	40,117.81
04-Jan-2024	POS	7696 03JAN24, AMZNMKTPLACE, AMAZON.CO.UK GB	-13.94		40,048.41
04-Jan-2024	POS	7696 03JAN24, CLR*WWW.BUY, BRANDTOOLS, SHEFFIELD GB	-244.75		40,062.35
04-Jan-2024	POS	7696 03JAN24, RADMORE AND TUCKER, LTD, EXETER GB	-127.79		40,307.10
04-Jan-2024	EBP	SLA RADCLIFFE T P, TO RESRVE	-20,000.00		40,434.89
04-Jan-2024	BGC	102753 605114		75.00	60,434.89
04-Jan-2024	BAC	[REDACTED]		117.80	60,359.89
04-Jan-2024	BAC	[REDACTED]		790.80	60,242.09
04-Jan-2024	BAC	[REDACTED]		810.00	59,451.29
04-Jan-2024	BAC	[REDACTED]		19.00	58,641.29
04-Jan-2024		102754		584.00	58,622.29
03-Jan-2024	POS	7696 02JAN24, WWW.PHS.CO.UK, INTERNET GB	-37.99		58,038.29
03-Jan-2024	BAC	CCLA INVESTMENT MA, 943081, FP 03/01 /24 1720, 9023818002713058FU, PS3078503, RADCLIF		1,508.61	58,076.28
03-Jan-2024	BAC	[REDACTED]		866.00	56,567.67

03-Jan-2024	BAC	CCLA INVESTMENT MA, 948499, FP 03/01 /24 1716, 1382285561713021FU, PS3078503, RADCLIF		30,000.00	55,701.67
02-Jan-2024	D/D	RUSHCLIFFE BC, 91099015	-947.00		25,701.67
02-Jan-2024	D/D	D&G BOILER CARE, AFNE0007230	-41.87		26,648.67
02-Jan-2024	BAC			124.40	26,690.54
<b>Opening balance</b>					<b>26,566.14</b>
<hr/>					
<b>Totals</b>				<b>-21,961.18</b>	<b>37,782.51</b>
<hr/>					



# PAPER G



# Radcliffe on Trent Parish Council

Parish Clerk: Mrs J. Grice  
The Grange, Vicarage Lane  
Radcliffe on Trent  
Nottingham  
NG12 2FB

Tel: 0115 9335808

Email: [clerk@rotpc.com](mailto:clerk@rotpc.com)

Web: [www.rotpc.com](http://www.rotpc.com)

## GRANT APPLICATION

<b>Applicant's name</b>	David Hancock			
<b>On behalf of</b>	Radcliffe-on-Trent Advice Centre			
<b>Address</b>	[REDACTED]			
<b>Post code</b>	[REDACTED]			
<b>Contact numbers</b>	<b>Mobile</b>	[REDACTED]	<b>Landline</b>	[REDACTED]
<b>Email address</b>	[REDACTED]			
<b>Bank account</b>	<b>Sort code</b>	[REDACTED]	<b>Account number</b>	[REDACTED]
<b>Account name</b>	Radcliffe and Bingham Advice Centres			

<b>Your Financial information</b>	
<b>Latest Financial Accounts- date</b>	Period 1.4.22 to 1.4.23
<b>Please attach</b>	Yes/
<b>Type of project</b>	Running Costs/Repairs/New Provision Running costs required for continuation of weekly advice-giving sessions. Mainly hire of rooms, insurance, indemnities and volunteers expenses
<b>Total cost of project</b>	Ideally about £ 5,500 per annum
<b>Amount requested from Third Parties - with names</b>	£ 1,500 from Geoffrey Dole Fund £ 1,500 from Bingham Town Council Mary's Church
<b>Your own funding</b>	Current own funding (voluntary donations) likely to be £ 500 this year.

	We have reserves that are now almost exhausted - they have rapidly diminished over the last two years because of steeply rising prices
<b>Amount requested from PC</b>	£ 1,500 , please
<b>The Funding Need</b>	
<b>Project Details</b>	<p>The advice centre has been established in Radcliffe for more than 35 years and provides a weekly confidential walk-in clinic for advice on welfare benefits, debt counselling, consumer rights, employment and housing issues, tax, and form filling.</p> <p>The advice centre is staffed by skilled and experienced volunteers who are able to respond flexibly and effectively to the problems presented to them. They require ongoing training to keep abreast of developments in policy and detail of the benefits system, etc.</p> <p>The organisation provides a similar weekly clinic in Bingham, and this application seeks a contribution to only 50% of the necessary annual running costs.</p>
<b>How will the project benefit the residents of Radcliffe on Trent?</b>	<p>About 300 people a year use the advice centre in Radcliffe – and these are amongst the most socially insecure and needy individuals in the community. Some Radcliffe residents prefer to use our centre in Bingham to avoid the risk of being identified – and vice versa.</p> <p>The currently high levels of inflation, especially for food and energy means that we are seeing more people in debt and with great immediate needs.</p>
<b>Period of benefit of funding?</b> e.g. annual insurance (1 year), provision of new kitchen (20 years)	<p>We would love to enter an agreement for, say, the next five years. However, it is recognised that a long term commitment of this nature is probably unrealistic, and so a grant of £1,500 as a contribution to this year's expenses would be much appreciated.</p>
<b>Any Other relevant information</b>	<p>This is an organisation skilled in advice giving, and has very rudimentary skills in fundraising.</p>



Signed \_\_\_\_\_ Date 20.8.23

Name David N Hancock, (Treasurer and Trustee)

<b>Office Use</b>	
<b>Grant Approved</b>	Yes/No
<b>Applicant informed</b>	
<b>Date</b>	
<b>Accounts informed</b>	
<b>Date</b>	

**RADCLIFFE ON TRENT ADVICE SERVICE**  
**Church Office, St Mary's Hall, Main Road, Radcliffe on Trent, NG12 2FD**

**INCOME AND EXPENDITURE ACCOUNT**

**1st April 2022 - 31st March 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>INCOME</b>		
Interest	13.61	0.52
Donations	520.24	543.25
Grant	2,000.00	1,700.00
<b>Total Income</b>	<b>2,533.85</b>	<b>2,243.77</b>
<b>EXPENDITURE</b>		
Office expenses	464.00	251.19
Subscriptions	0.00	129.00
Room hire	2,301.13	1,373.88
Insurance	551.13	418.48
Publicity	125.00	132.17
Bank charges	72.60	18.64
Volunteers' expenses	520.24	121.05
<b>Total Expenditure</b>	<b>4,034.10</b>	<b>2,444.41</b>
<b>Net expenditure</b>	<b>-1500.25</b>	<b>-200.64</b>
Reserves brought forward	6,305.03	6,525.67
<b>Reserves carried forward</b>	<b><u>£4,804.78</u></b>	<b><u>£6,325.03</u></b>

**Balance Sheet as at 31 March**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Assets</b>		
Bank and Cash	<b><u>£4,804.78</u></b>	<b><u>£6,305.03</u></b>
<b>Reserves</b>	<b><u>£4,804.78</u></b>	<b><u>£6,305.03</u></b>

\_\_\_\_\_  
 Ian Jones  
 Chairman

Date

4/5/23

\_\_\_\_\_  
 Mrs Sally Horn  
 Auditor

Date

23 April 2023

# RADCLIFFE AND BINGHAM ADVICE CENTRES

## RECEIPTS AND PAYMENTS

	2021/22	2022/23
<b>RECEIPTS</b>	£	£
Grants	1,700.00	2,000.00
Personal donations	543.25	520.24
Corporate donations	0.00	0.00
Interest	0.52	13.61
<b>Total receipts</b>	<b>2,243.77</b>	<b>2,533.85</b>
<b>PAYMENTS</b>		
Rent – Radcliffe	1,183.88	1,551.13
Rent – Bingham	210.00	750.00
IT Equipment	111.20	50.00
Office Expenses	139.99	0.00
Volunteers' expenses	121.05	520.24
Subscriptions	129.00	0.00
Insurance	418.48	551.13
Publicity	132.17	125.00
Training	0.00	414.00
Bank charges	18.64	72.60
<b>Total expenditure</b>	<b>2,464.41</b>	<b>4,034.10</b>
<b>Net expenditure</b>	<b>220.64</b>	<b>-1,500.25</b>
<b>Opening bank balances</b>	<b>6,525.67</b>	<b>6,305.03</b>
- Deposit Account	5,056.44	5,056.96
- Current Account	1,469.23	1,248.07
<b>Closing bank balances</b>	<b>6,305.03</b>	<b>4,804.78</b>
- Deposit Account	5,056.96	3,570.57
- Current Account	1,248.07	1,234.21
<b>Allocated Restricted Fund</b>	<b>5,000.00*</b>	<b>5,000.00*</b>
<b>Remaining Available Funds</b>	<b>£1,305.03</b>	<b>-£195.22</b>

# PAPER H



## Appendix A - Application

# APPLICATION FORM FOR THE ROLE OF PARISH COUNCILLOR

## Radcliffe on Trent Parish Council

Full name	Amelie PIRA
Home address Inc. Postcode	[REDACTED]
Telephone number	[REDACTED]
Mobile number	[REDACTED]
Email	[REDACTED]

It is a condition of being a Parish Councillor that your name will be made public via notice boards and the parish council website. You may need to disclose your phone and email address to deal with parish council matters. Do you agree to this?	<input checked="" type="radio"/> Yes / <input type="radio"/> No
--	---

### LEGAL QUALIFICATIONS FOR BEING A PARISH COUNCILLOR QUALIFICATIONS

(To qualify you must be able to answer 'Yes' to both of the questions below)

Are you a British citizen, a Commonwealth citizen or a citizen of a European Union country?	<input checked="" type="radio"/> Yes / <input type="radio"/> No
Are you 18 or over?	<input checked="" type="radio"/> Yes / <input type="radio"/> No

(To qualify you must be able to answer 'Yes' to at least one of the questions below)

Are you on the electoral register for one of the wards of Radcliffe on Trent Parish Council ?	Yes / No
Have you lived either in the parish of Radcliffe on Trent, or within three miles of its boundary, for at least a year?	<input checked="" type="radio"/> Yes / <input type="radio"/> No
Have you been the owner or tenant of land in the parish of Radcliffe on Trent for at least a year?	<input checked="" type="radio"/> Yes / <input type="radio"/> No
Have you had your only or main place of work in the parish of Radcliffe on Trent for at least a year?	Yes / No



**DISQUALIFICATIONS**

(You must be able to answer No to all of the questions below to be eligible to serve as a councillor)

Are you the subject of a bankruptcy restrictions order or interim order?	Yes / <input checked="" type="radio"/> No
Have you within the last five years been convicted of an offence in the UK, the Channel Islands or the Isle of Man which resulted in a sentence of imprisonment (whether suspended or not) for a period of three months or more without the option of a fine?	Yes / <input checked="" type="radio"/> No
Are you disqualified by order of a court from being a member of a local authority?	Yes / <input checked="" type="radio"/> No
Are you employed by Radcliffe on Trent Parish Council, a joint committee or hold a paid office?	Yes / <input checked="" type="radio"/> No
Are you subject to the notification requirements of the Sexual Offences Act 2003 or Sexual Risk Orders?	Yes / <input checked="" type="radio"/> No

Please briefly outline of why you are interested in being a Parish Councillor.

I really like the village and I would like to become more involved to keep it active and vibrant in the future, and I would like to meet more people around RoT.

Please tell us something about the life experience you will bring to the Council, for example, previous local government experience, work in the voluntary or charitable sector, business or trade union experience.

I have lived in different countries so I was exposed to different cultures and different ways of doing things so I might be able to bring a different point of view or new suggestions.

I take part in social groups in RoT and in Nottingham and I used to organize meetups and social events.

I speak english, french and german.

I worked as a teaching assistant for children with learning difficulties for a few years.

Please tell us something about the skills you feel you will bring to the Council, for example, professional qualifications, financial or project management expertise, listening and organisational skills.

I worked for years as a Construction Planning Manager so I am experienced with project management in general, and more so with project planning and the construction field.

I now work in the tech industry doing web development, so I can also bring experience on building website and web platforms.

Finally, way back, I trained to be a teacher. I did a PGCE course which I completed successfully. However, I didn't continue as a teacher after that.

Are there any questions you would like to ask the council?

Signed.....

Date: 12/01/2024



# PAPER I

Radcliffe on Trent Parish Council has been asked to suggest street names for some of the new developments.

Four street names will be required for the Hacketts (Avant Homes) site and a further 12 for the Spitfire site.

Both sets of names will need to be supplied before the next Planning and Environment Committee or Full Council meeting.

The council has received the following suggestions from a local historian:

*Suggestions for street names of Nottinghamshire authors/artists or poets.*

*BARRIE*

*CHADWICK – lived in Radcliffe now in Shelford I believe*

*BYRON*

*SILLITOE*

*HARVEY*

*CRESSWELL*

*MIDDLETON*

*HUTCHINSON*

*WHITE*

*HAIG*

*McGREGOR*

*PRIOR*

*KNIGHT – Dame Laura*

*OR*

*CRICKETERS who played for Radcliffe. The old cricket ground was located on Holme Road for a number of years until the middle 1960s and then the new one across the A52 from the new development.*

*ASTILL*

*BARRATT*

*BISHOP*

*COX*

*FISH*

*FOSTER*

*FRYER*

*GOUGH*

*HASSALL*

*HOPKIN*

*LEVI*

*PARNHAM*

*REDGATE*

*ROBOTHAM*

*ROULSTON*

*RUSHTON*

*SIMPSON*

*STAFFORD*

*STANLEY*

STORRS  
TAYLOR  
WIDDOWSON

OR

*Sporting heroes of Nottinghamshire?*

*NAVY PERSONNEL who are on the Roll of Honour for Radcliffe on Trent*

*World War 1*

*John H E BLACKIE – lived in the village for a short time*

*Arthur E BURNHAM - lived in the village for a short time*

*Ernest T FRANKLIN – was employed as a nurse at Saxondale Hospital*

*George W GRAVES – lived and worked in the village- family connections*

*William HALLAM – (already a road on Princes Place)*

*Arthur HOWARD – born in the village and went to school here*

*Henry JACKSON – a captain in the merchant navy, lived on Cropwell Road for some years of his adult life*

*John W JOHNSON – was employed as a nurse at Saxondale Hospital and married a local girl*

*Charles OULD – lived in the village as a child*

*Frank PEPPER – born in the village and lived here as a child*

*John W RICHARDS – born in the village and is named on the War Memorial*

*Ernest R SPENCER – born in the village*

*World War 2 NAVY PERSONNEL*

*William B PEET – married a local girl, was a nurse at Saxondale Hospital and the family were brought up here. Also on the War Memorial*

# PAPER J

## Economy

Number	Proposal	RAG
1	Work with housing developers to support the local economy and council, such as defibrillator provision, notice boards and recreational areas.	
2	Use the experience of other authorities to increase community interest in our nature conservation areas with educational information and increased practical community involvement.	
3	Promote, celebrate and encourage local businesses.	
4	If possible, look to purchase or obtain a long term lease of land West of the recreation ground, to increase the facilities on that site.	
5	Support investment in the village, including opportunities for more employment to attract a younger population	
6	Optimise the percentage of CIL and S106 money coming into the village from new builds.	
7	Finance as much village development and improvement as possible by utilising local and national grant funding.	
8	Wherever possible, support local businesses by using their services in preference to others.	
9	Promote a thriving village centre with an attractive retail experience for residents and visitors.	
10	Support an active night-time economy.	

RAG	Priority
Red	Low priority - not a good idea - I don't support this
Amber	Medium Priority - there is merit in this but I don't consider that we need to address this urgently
Green	High priority - Yes, I support this and want to see it through during this council



## Assets

Number	Proposal	RAG
1	Increase the income of Grange and Grange Hall to be at least cost neutral. Review pricing strategies and policies	
2	Ensure the Council has fully costed staff time / heating / lighting etc for Grange and Grange Hall.	
3	Review the income lines of all committees and set new pricing structures based on market research and other	
4	Implement a review of contracts and provide 'in-house' comparison in order to provide these costings versus	
5	Build into staff contracts / job descriptions, changes to policy, which can include additional hours for in-house	
6	Update the asset register and agree a long term maintenance plan for its assets.	
7	Encourage the use of our village assets by residents, schools, interest groups, -particularly those with	
8	Improve the facilities at Grange Hall, e.g. an outside patio, to offer better commercial opportunities, such as weddings and conferences and facilities for the community.	
9	Seek to increase and improve our assets, particularly outdoor, spaces, to support our growing population.	
10	Refurbish Rockley Park before the D-Day commemorations.	
11	Refurbish / replace the Rec. pavilion to include toilets and café facilities.	
12	Maintain a regular, rigorous cemetery review and repair.	
13	Direct external agencies and partners to assist in the management of assets in a cost-effective way.	
14	Develop a rolling program of maintenance for the village that improves the aesthetics.	
15	Take the opportunity to spread assets more evenly throughout the village.	
16	Refurbish buildings to create a professional environment that is cost and energy efficient. Increase insulation	

RAG	Priority
Red	Low priority - not a good idea - I don't support this
Amber	Medium Priority - there is merit in this but I don't consider that we need to address this urgently
Green	High priority - Yes, I support this and want to see it through during this council

## Environment

Number	Proposal	RAG
1	Repair the Fountain.	
2	Install water harvesting facilities at Grange Hall.	
3	Increase tree planting, including fruit trees.	
4	Provide water fountains in the village.	
5	Increase cycle paths.	
6	Have "no Idling" signs for motorists, particularly outside schools. Improve parking outside schools.	
7	Increase recycling drop-off points.	
8	Introduce/encourage hedgehog highways.	
9	Keep Radcliffe clean, green and litter-free.	
10	Open a foodbank.	
11	Install Solar Panels on Grange Hall roof, with battery backup - a visible sign to the village of our commitment to the environment.	
12	Lobby Notts County Council and EMR to improve public transport links - as the village grows we need greener travel.	
13	Improve access to Dewberry Hill.	
14	Improve access to the Lily Ponds.	
15	Improve access to toilet facilities.	
16	Improve paths and walkways, to avoid hazards.	
17	Provide more amenities for younger people in order to reduce vandalism and ASB.	
18	Provide a space for dog owners, which can be their space, rather than being excluded from other spaces.	
19	Reduce our carbon footprint in a measureable way and publicise our progress.	
20	Use IT to reduce paper records / printing wherever possible.	
21	No peat, no imported bedding plants and use bee-friendly chemicals.	
22	No single use plastic on our premises.	
23	Use recycled plastic benches instead of wood.	
24	Encourage all staff and Councillors to undertake Carbon Literacy training.	
25	Protect all our wildlife, particularly the rare species on Dewberry Hill.	
26	Support forest schools and youth environmental initiatives.	
27	Adopt a wildflower meadow project to convert suitable areas for rewilding, to create corridors through the village.	

## Environment

28	Investigate the possibility of a footbridge over the railway line from the new developments at the top of Shelford Road to the top of Bingham Road.	
29	Reach zero carbon emissions by 2030	

RAG	Priority
Red	Low priority - not a good idea - I don't support this
Amber	Medium Priority - there is merit in this but I don't consider that we need to address this urgently
Green	High priority - Yes, I support this and want to see it through during this council

## Communities

Number	Proposal	RAG
1	Support voluntary groups such as the Firework Fiesta, Carnival, Radpanto etc, recognise and appreciate their work.	
2	Keep a register of assets and expertise so village communities can support each other.	
3	Facebook or part of website allowing residents to contact us.	
4	Our website should be the "go to place" for what is happening in the village, Parish Council related or not.	
5	PC App with our progress, what we have planned, events, etc. Share with residents the progress we have made. Review	
6	An emergency contact number for residents, for eg floods.	
7	Welcome leaflet for all new residents of Radcliffe. With details of clubs, organisations, local walks, pubs etc.	
8	Messaging system for PC events, similar to that used by the Health Centre.	
9	Review/Improve communication with residents and local organisations to ensure we provide what the residents wish for rather than what we want. Seek their opinion, advice and help.	
10	Establish a Youth Council involving all 3 schools. Younger people would like to do more and 'have a voice'.	
11	Re-write and improve the Councillor representative list created at the start of the year in order to more effectively represent the whole village. Create a structure to their aims and invite to the APM or a newly created village meeting.	
12	Identify and improve engagement with under-represented groups through a more open-door forum.	
13	Produce a strategy around vandalism and ASB. Share the cost of vandalism with residents in order to increase public	
14	Encourage all budget and cost sharing in a a user-friendly way to improve transparency for residents, so they can see where their money is being spent.	
15	Include residents of all ages, ethnicities and abilities in working groups.	
16	Produce emergency policies of natural disasters eg flooding, powercuts and pandemics.	
17	Support, create and encourage events that support stronger, cohesive and healthier communities.	
18	Continue to produce popular events such as the Village Show, Picnic in the Park, Christmas Light and market and regular	

RAG	Priority
Red	Low priority - not a good idea - I don't support this
Amber	Medium Priority - there is merit in this but I don't consider that we need to address this urgently
Green	High priority - Yes, I support this and want to see it through during this council

Council

Number	Proposal	RAG
1	Invest time and funds to increase efficiency in Council operations.. To include amending staff roles and responsibilities.	
2	Produce a more effective tracking system in order to improve Councillor understanding of staff time and effectiveness. Use key performance targets to inform staff appraisals and progress monitoring.	
3	Staff to be set realistic targets, measured against their achievements.	
4	Staff and Councillors should be offered/required to take relevant training, and the effectiveness of that training should be measured.	
5	Improve public access to Parish Council meetings, for example by video recording meetings, live streaming and Councillor surgeries.	
6	Improve IT systems and website to include a 'reporting and issue' option.	
7	Improve publicity and communication.	
8	Conduct a village-wide survey to create priorities and to gather information about what residents want.	
9	Promote the work of the Parish Council on a more regular basis in order to show residents of the village what we do with their money.	
10	Review and implement new methods of communication in order to capture more residents of the village.	
11	Update policies and procedures. Produce more effective policies, which should be reviewed and updated more frequently.	
12	Review all policies within the next 12 months and then build in a review cycle plan for future changes.	
13	invest in new IT systems.	
14	All committees to implement long term planning, with numerical data.	
15	Use technology to produce reports on tasks, to allow greater performance management of staff.	
16	Create formal plans and meeting schedules to engage with external agencies eg Police. Report back to Council in a more structured way regarding communicating with external agencies.	
17	Ensure incidents are reported in a timely manner, eg vandalism and fly-tipping.	
18	Create a more structured approach to sharing Council work and review regularly to assess the impact.	
19	Create open-lines of communication with residents to produce a stronger connection.	
20	Regularly review work and ideas in order to be more effective by learning from experience.	
21	Ensure all working groups have a cross section of resident participation.	
22	Transparency in all things.	

Council

23	Our strength is in working as a team, so no individual councillor will instruct staff to work on their behalf. All requests will be via committees.	
24	Support vulnerable residents and those that care for them such as voluntary groups, churches and frontline care.	
25		

RAG	Priority
Red	Low priority - not a good idea - I don't support this
Amber	Medium Priority - there is merit in this but I don't consider that we need to address this urgently
Green	High priority - Yes, I support this and want to see it through during this council

# PAPER K

# Correspondence to meeting

## Correspondence previously circulated by email

### Full Council January 2024

- Town and Parish Update - December 1
- Town and Parish Update - December 15
- The Tree Council's Golden Orchards applications Close Sunday 7 January 2024!
- RSVCSg - Rushcliffe South Villages –Community Safety Group (RSVCSG) Draft Minutes and Agenda
- Gedling Borough Council - Consultation on Interim Planning Policy Statement on Biodiversity Net Gain
- Member of the Public – Street naming suggestion
- RBC - Save the Date! Town and Parish Forum - Friday 22nd March 2024 - Rushcliffe Arena
- RBC - Town and Parish Update - January 12

### Glossary:

RBC	Rushcliffe Borough Council
NCC	Nottinghamshire County Council
NALC	National Association of Local Councils
NottsAlc	Nottinghamshire Association of Local Councils
SLCC	Society of Local Council Clerks



# Correspondence from members of the public

*I attended December's F & GP Committee on Tuesday evening which was interesting.*

*I retired a couple of years ago and have joined a local conservation group. Before retirement it would be fair to characterise my attitude as being 'someone should do something about that...'. However, through working with the conservation group and having the benefit of more free time I have become more able and more interested in what is happening in the area where I have lived for more than 25yrs. Better late than never!*

*Before attending the meeting and subsequently, I have searched the PC's web page and the archive sections in order to get an understanding of the objectives and plans that the Council has agreed and to learn a little more about how they came about.*

*Unfortunately, the only 'strategy' document I found was the high-level Neighbourhood Plan. The most recent version is dated October 2022 and therefore predates the outcome of the Public Consultation.*

- Is there a final version that has been adopted by the Council?*
- Is there an improvement plan linked to the Neighbourhood Plan or any other set of objectives or plans?*

*The reason for asking for these is that during the meeting I recall that the chair made several references to spending funds from the reserves for the purpose of 'improving the village for the benefit of the community'. I also believe that reference was made to there being a number of 'projects' that had 'the support from the community'. It is therefore reasonable to expect that these 'projects' were the result of a consultation process and that there is a plan of some sort.*

- Could you please point me to where I can find that plan?*

*As I understand it the conclusion of the meeting was an agreement in principle to drawdown almost £93,000 from the reserves. I assume that snapshot from a spreadsheet on page 14 is intended to show the reserves and the impact of that drawdown from the allocated provisions and unallocated reserves.*

- Is this a 'one off' use of the unallocated reserves or is it intended to similarly fund other projects in future years?*
- If it is the later, what are these projects and where did they originate?*

*On a different subject, it was interesting to hear the discussion around the challenges of managing the changes you are faced with. I appreciate that I have only seen a snapshot of a small part of your deliberations on this subject but I thought I would share some of my experience with you.*

*Like most people I have been both a victim and instigator of change, in either case the most successful projects were those that when the people affected were involved at an early stage and met 3 simple tests. They were:*

- Dissatisfied with the status quo*
- Saw the future state as beneficial and*

- *Their effort was worth the benefit*

*The other point I would suggest you consider is that the proposed improvement in IT systems is itself a change project and perhaps initiating 2 projects at the same time or even back to back might be challenging for you and more upsetting for the staff.*

*Maybe you could consider using the IT improvement as the catalyst to introduce the wider changes you envisage? If the current IT system causes frustration and the new system is seen as an improvement it should meet the criteria above and therefore be easier to sell. Given the IT project will result in some roles changing and require training etc there may also be consequential impact on others. If so, it may be sensible to could combine these and roll out one project.*

*If the staff can see the bigger picture and also be part of the change, rather than victims of it, this should reduce the understandable fears and apprehension that change often brings and hopefully result in a successful project.*

*Whichever route the PC decide to follow, I expect it will be challenging, good luck with your efforts to find examples of good practice.*

Another member of the public made the following comments:

*Good afternoon, Matthew, Oliver & Belina*

*Thank you for scheduling the groundsmen to sort out the area between the cemetery hedge and Hawthorn Walk so early in the new year.*

*Will you please thank those doing the work for the huge difference this has made to the appearance to the cemetery boundary.*

*It seems to have been quite a substantial task to restore the area to its former neat appearance, and I couldn't help but notice that a ladder was needed in order to trim the tops of the bushes which had become so overgrown.*