



## Radcliffe on Trent Parish Council

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

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### Minutes of the Full Council meeting held on 30<sup>th</sup> July 2024 at 19.00 in the Radcliffe Room, The Grange Radcliffe on Trent

#### Members Present:

Cllr Anne McLeod (Chair)	Cllr Oliver Furniss	Cllr Irene Dovey
Cllr Harry Curtis	Cllr Nikki Farnsworth	Cllr Kirsty Hyndes
Cllr Amelie Pira	Cllr Matt Douglas	Cllr Annie Mackenzie
Cllr Tracie Bere	Cllr Sue Clegg	

#### Members Absent:

Cllr Alice Tomlinson	Cllr Phil Thomas	Cllr Oli Bere
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#### In attendance:-

Belina Boyer (Clerk)	Hayley Gandy (Admin Officer)	
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Also in attendance: 3 members of public and RBC Cllr Abby Brennan and NCC Cllr Roger Upton

Agenda no	Agenda Item title	Resolution	Action	
	Chair's Welcome	Welcome to everyone. Cllr McLeod reported that she went to flood signage training, more volunteers required.		Public Bodies (Admissions to Meetings) Act 1960, s 1(1).

Initialed

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		Congratulations to the Junior school for KS2 results, absolutely fantastic and above national average.		
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 object to the exclusion of the public for items 69 and 71.		Local Government Act 1972, s85 (1) & Sch 12, p40.
FC25 - 047	To receive and note reports from Borough and County Councillors	<p>NCC Cllr Upton reported the following:</p> <ol style="list-style-type: none"> <li>1. Holme Lane – The Green - Avant Homes foul sewer – no decision has been made where this is to go at the moment, therefore no discharge of planning condition has been made.</li> <li>2. Permission has been given to Avant Homes for an attenuation pond along the line of pylons. NCC have suggested that there be a further pond put in to recognise the risk of flooding – no response has been given from Avant Homes</li> <li>3. Railway embankment, lots of complaints received. Many authorities having regular</li> </ol>	Clerk to email William Davis to thank them once works completed on the attenuation pond.	Localism Act 2011, s31.

Initialed

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		<p>meetings about this (NCC, Police, legal departments etc) looking at how to solve it. Work has been sorted for a detailed specification for the work and it has gone out to tender. Ongoing</p> <p>4. Nottingham Road – Lawrence Boulevard – Water Lane 150-year-old brick culvert was damage by a utility company. The clearing of these drains is a top priority.</p> <p>RBC Cllr Brennan reported that William Davis have been good partners helping with the flooding to Clumber Drive, despite not being the cause of the issues. Planning permission has been granted for a 2<sup>nd</sup> attenuation pond to alleviate the flood risk and they have cleared the concrete out of the Sykes drain at their cost. Digging has begun on the Spitfire Homes site – there is a condition in the planning permission that they are to build attenuation pond first.</p> <p>£200,000 of S.106 money from Princes Place development has been allocated for astroturf and lighting at Bingham Road. This will require</p>		

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		<p>planning permission and Cllr Brennan hopes the Parish Council will support the application.</p> <p>The RBC Out Reach team have been working with a person sleeping in Bigham Road bus shelter and offered help to find accommodation. NCC issued a notice to quit by 14<sup>th</sup> July.</p> <p>Cllr Furniss wished to thank the RBC, NCC and William Davis for all the work on the flooding issues.</p>		
FC25 - 048	To note apologies for absence and the reasons given and formally approve the absence if applicable.	Apologies were received from Cllr O Bere and Cllr Thomas, these were approved.		Localism Act 2011, s33.
FC25 - 049	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	None		Local Government Act 1972, s85 (1) & Sch 12, p40.
FC25 - 050	To consider any dispensation requests received by the Parish Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded.	None		Public Bodies (Admissions to Meetings) Act 1960, s 1(2).
FC25 - 051	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) because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be	The Council unanimously resolved to exclude the public and press from agenda items FC25-68 and FC25-71.		Local Government Act 1972, Sch 12, p41 (1).

Initialed

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	transacted and resolve to exclude public and press for these items.			
FC25 - 052	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). Parish Council meeting, Tuesday 25th June 2024	The Council resolved unanimously to sign the minutes of the Parish Council Meeting on 25 <sup>th</sup> June as a true record of the meeting subject to an amendment to FC25-39.	Admin Officer to publish to website.	
FC25 - 053	To <b>note</b> the minutes of the of the Council's Committees: a) Planning and Environment 2 <sup>nd</sup> July 2024 (draft) b) Grange and Grange Hall 2 <sup>nd</sup> July 2024 (draft) c) Amenities 4 <sup>th</sup> July 2024 (draft)	The Council <b>noted</b> the draft minutes of the Council Committees: a) Planning and Environment 2 <sup>nd</sup> July 2024 b) Grange and Grange Hall 2 <sup>nd</sup> July 2024 c) Extraordinary Amenities 4 <sup>th</sup> July 2024		
FC25 - 054	To <b>note</b> the clerk's verbal update.	The Clerk reported on the planters in the village, the update on the fountain, update on Wharf Lane play equipment being pulled forward to Thursday and should be signed off next week. Parts for the swings will need to be ordered directly from the manufacturer rather than through Streetwise. a different contractor to complete the works earlier. The Clerk requested any recommendations for anyone who can restore the benches. Red Snapper immediate justice service		

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		<p>postponed works due to low number of clients.</p> <p>The council did not win the best kept village competition but has received some positive feedback.</p> <p>Hayley has successfully completed her Introduction to Local Council Administration course.</p> <p>Cllr Dovey wished to thank Cllr Kirk-Douglas for his work on the Fountain application.</p>		
FC25 - 055	To <b>appoint</b> a vice chair to the parish council.	The Council resolved to appoint Cllr Farnsworth as Vice Chair of the Parish Council.	Clerk to receive Declaration of acceptance of office form.	
FC25 - 056	<p>To <b>consider</b> rescinding a decision of Full Council from May 2024 not to have an HR committee.</p> <p>If rescinded</p> <ul style="list-style-type: none"> <li>to consider adopting Terms of Reference for the HR committee.</li> <li>To appoint members to the HR committee</li> </ul>	<p>The Council resolved to rescind the decision of Full council 14<sup>th</sup> May to not have a HR Committee.</p> <p>The Clerk informed the council that a committee can only delegate some of its own functions to a sub-committee.</p> <p>The Council resolved to adopt a HR Committee terms of reference drafted by Cllr Furniss in the 25<sup>th</sup> June 2024 Full Council meeting.</p> <p>The Council resolved unanimously to appoint the following members to the HR Committee: Cllrs Furniss,</p>		

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		Dovey, Douglas-Kirk, Thomas, O Bere and Hyndes.		
FC25 - 057	To <b>consider</b> the adoption of a communication policy.	The Council deferred this item.		
FC25 - 058	To <b>consider</b> approval for culvert works at the Wharf Lane Playing Fields.	The Council resolved unanimously to go with quote 2 for £6500 to repair the culvert where it has collapsed.	Clerk to progress with repair of culvert.	
FC25 - 059	To <b>consider</b> the adoption of Terms of Reference for an IT working Group.	The Council resolved unanimously to adopt the Terms of Reference for the IT working group. It also unanimously resolved to appoint Cllr Pira, Dovey, Douglas-Kirk, Furniss and Curtis as members of the working group. <i>Cllr Douglas-Kirk left meeting at 8.10pm</i>		
FC25 - 060	To receive and note income over expenditure whole council to 31 March 2024	The Council deferred this item.		
FC25 - 061	To receive Finance documents to 30 June 2024: <ul style="list-style-type: none"> <li>To approve the payments listings for June 2024.</li> <li>To note the Transaction listings for June 2024.</li> <li>To receive the first quarter Summary report.</li> <li>To approve the Bank Reconciliations to 30 June 2024.</li> </ul>	The Council resolved unanimously to approve the payments listings for June 2024.  The Council noted the Transactions listing for June 2024.  The Council deferred the following items: <ul style="list-style-type: none"> <li>First quarter summary report</li> </ul>	Clerk to present again to next meeting.	

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	<ul style="list-style-type: none"> <li>To receive the 1<sup>st</sup> Quarter forecasting report.</li> <li>To note the committed spend report.</li> </ul>	<ul style="list-style-type: none"> <li>Bank reconciliation to 30 June 2024</li> <li>First quarter forecasting report</li> <li>Committed spend report</li> </ul>		
FC25 - 062	To consider who should be acknowledged in the neighbourhood plan.	The Council resolved to adding the following acknowledgments in the Neighbourhood plan: Cllr Douglas-Kirk, Cllr Farnsworth, Cllr Clegg, Cllr McLeod and Cllr Hyndes	Clerk to inform Urban Imprint and present final copy at next meeting for approval.	
FC25 - 063	<p>To consider the following planning applications for comment:-</p> <p>a) <a href="#">24 - 01108/VAR   Variation of condition 2 (Approved plans) for 22/01933/VAR for alterations external doors and windows revised to ground floor rear elevation. Rear dormer roof over the external doors to the second floor revised and made smaller with external balcony added. External doors and windows revised to ground floor Annexe Outbuilding and small domestic wind turbine to be installed on the east gable elevation proposed annexe building.   Land Between 8A And 10 Valley Road Ridge Lane Radcliffe On Trent Nottinghamshire</a></p> <p>b) <a href="#">24/01133/FUL   Demolition of existing bungalow, garage and</a></p>	<p>The Council considered the following planning applications and comment as follows:</p> <p>a) The Council resolved to comment do not object to application 24/01108/VAR</p> <p>b) The Council resolved to comment do not object but recommend a bat survey carried out and tree planting carried out to application 24/01133/FUL</p> <p>c) The Council resolved to comment do not object subject to no objection from the RBC Tree Officer to application 24/01176/TPO</p> <p>d) The Council resolved to comment do not object subject to no objection from the RBC Tree officer for application 24/01096/FUL.</p>	Clerk to send comments to RBC.	

Initialed



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	<p><a href="#">outbuilding. Construction of new 5 bedroom detached house and single storey detached garage with associated hard and soft landscaping   92 Grantham Road Radcliffe On Trent Nottinghamshire NG12 2HY</a></p> <p>c) <a href="#">24/01176/TPO   T1 (Blue Atlas Cedar )- Remove to ground level. G2 2no. (Silver Birch) &amp; 1no. Wellingtonia - Remove to ground level. G3 2no. (Yew Trees) &amp; 1no. (Holly) - Remove the smaller yew tree to ground level, reduce the holly tree to 8 metres from ground level, reduce the largest yew tree to 9 metres from ground level.   Cedar Lodge 8A Nottingham Road Radcliffe On Trent Nottinghamshire NG12 2DW</a></p> <p>d) <a href="#">24/01096/FUL   Construction of double garage and associated driveway and access to highway. Removal of tree T01442 and pollarding of trees T01441, 1443 &amp; 1444   2 School Bungalow Glebe Lane Radcliffe On Trent Nottinghamshire NG12 2FR</a></p>			
FC25 - 064	To consider moving £15,000 from general reserves to EMR – Skatepark	The Council resolved not to move any funds to EMR Skatepark		

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	reserves to facilitate the sealing of the skate park. surface to reflect the provision in the approved budget.	reserves until quotes for the work have been obtained.		
FC25 - 065	To consider adding the hall manager and administration officer as Bankline administrators.	The Council resolved unanimously to add the hall manager and admin officer as Bankline administrators.	Clerk to progress.	
FC25 - 066	To fund and install temporary toilet facilities at The Rec for a 4-week period over the Summer Holidays (Month of August) with delegated spending to The Clerk up to £1,000 for a fully managed service from Free Reserves.	The council resolved to fund and install a temporary toilet facility at the Rec for a 4 week period with delegated spending to the Clerk up to £1000 for a full manager service from free reserves.	Clerk/Admin officer to hire the portable loo and obtain a cleaner.	
FC25 - 067	To consider approving the use of The Wharf Lane Recreation Ground for Radfest 2025 free of charge.	The Council unanimously resolved to approve the use of Wharf Lane Recreation Ground for Radfest 2025 free of charge	Clerk to inform Radfest.	
FC25 - 068	To receive a verbal update on the current staffing situation. <b>Exclusion of Public and Press recommended as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</b>	The Clerk gave a verbal update on the current staffing situation.		
FC25 - 069	To receive the Clerk's Report on Amenities Assets maintenance and suggestions to clear the backlog. (AC25-029) <b>Exclusion of Public and Press recommended as publicity would be prejudicial to the public interest</b>	The Council deferred this item.		

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	<b>by reason of the confidential nature of the business to be transacted.</b>			
FC25 - 070	To consider adopting a draft Strategic Plan.	The Council resolved to adopt a draft Strategic Plan as a working document.		
FC25 - 071	To approve the recommendation that the HR Sub Committee is delegated the responsibility to proceed in establishing the scope, estimated costs and format of a staffing review of the Parish Council and to make any subsequent recommendations. <b>Exclusion of Public and Press recommended as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</b>	The council resolved unanimously to recommend to the HR committee to delegate to the HR subcommittee the responsibility to establish scope, estimated cost and format of a staffing review of the parish council.		
FC25 - 072	To consider a proposal for the adoption of standard agenda items for the Financial and General Purposes Committee meetings from August 2024.	The Council unanimously resolved to adopt standard agenda items for the Finance and General Purposes Committee Meetings from August 2024.	Clerk to publish.	
FC25 - 073	To <b>receive and note</b> any correspondence previously circulated by email.	Noted. With regards to the Cadent complaint, signage has been very poor.	Clerk to write to Cadent regarding the poor signage for the gas works completed on Bingham Road and Cropwell Road.	
FC25 - 074	To <b>receive and note</b> reports from members.	Cllr Farnsworth reported that she and Cllr Thomas attended the first ROTSA meeting and that they have		

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		<p>received £200,000 of s.106 money. It was noted that the play equipment is badly situated and would like to take matter to Amenities committees to discuss a solution.</p> <p>Cllr Clegg attended the Police Priority Setting meeting and reported that there is an increase in anti-social behaviour and violence increasing. The police state that they are not keen on CCTV but suggest a community group instead to monitor Wharf Lane since increase in anti-social behaviour.</p>		
FC25 - 075	To <b>receive</b> any items for notification to be included on a future agenda – for information only	<p>Biodiversity working group report</p> <p>HR Committee update on £10,000 spend on staffing.</p> <p>Deferred items 57, 60, 61(except payment list and transactions list) and 69.</p>		
FC25 - 076	To <b>note</b> the date and time of the next scheduled Full Council meeting: <b>Tuesday 20 August 2024</b> commencing at <b>19.00</b> in the <b>Radcliffe Room, The Grange, Vicarage Lane, Radcliffe-on-Trent, Nottingham NG12 2FB.</b>	Noted		Local Government Act 1972, Sch 12, p10 (2)(a)

The meeting closed at 21.23

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

Initialed

Presiding chair of approving meeting

Initialed