

## Minutes of the Full Council Meeting

To be held at THE BEECHES COMMUNITY CENTRE, Birch Court, Tuxford on  
Thursday 21<sup>st</sup> November 2024, commencing 7.00

**PRESENT:** Cllrs E Atkin, N Birkett, K Rutherford, G Frost, I Nicholls, L Page, S Richardson, E Whitley, C Cook

**IN ATTENDANCE:** Clerk (L Donaldson), District Cllr L Staniland, 4 members of the Public

**FC138 Inform Members and the Public (if any in attendance) that the meeting is being recorded.**

Meetings are recorded for the purpose of accurate minute recording. Recordings are destroyed once the minutes have been approved.

**FC139 Apologies for Absence:** Cllr's JM, JT, MR, EG and RW reason for apologies were given.

Apologies were received from Cllr MH although no reasons for absence were given

**RESOLVED:** Reasons for apologies were given and accepted for Cllrs JM, JT, MR, EG, and RW.

It was **PROPOSED** by Cllr G Frost that in the six months of absence with no reasons provided Cllr M Harris be removed as a Councillor from Tuxford Town Council with immediate effect and **SECONDED** by Cllr K Rutherford. All in favour with the exception of Cllr S Richardson who abstained.

It was noted that Councillor M Harris has been absent from council meetings for the past six months, with apologies provided for only two meetings with no reasons and no reasons for absence given for the remainder.

In light of this, a proposal was made by Cllr GF to not accept the apologies submitted, this was seconded by Cllr KR. **RESOLVED:** Councillor M Harris be removed from their position as a councillor due to sustained non-attendance, as outlined in Section **Local Government Act 1972, Section 85 Failure to Attend Meetings**. All in favour, with Cllr SR who abstained from voting.

(Under section 85 of the 1972 Act, a councillor vacates office if they fail to attend a relevant meeting for six consecutive months after their last attendance, unless before the expiry of that period, the council approves a reason for their absence. The Council cannot approve a reason for a councillor's absence from a meeting if no reason is given.)

**ACTION:** Clerk –to write to Cllr M Harris with the Councillors decision

**FC140 Declarations of Interest:**

No declarations declared.

**FC141 Minutes of the previous meeting held on 17<sup>th</sup> October 2024** (folio ref 2024/109-114)

**RESOLVED:** Proposed by Cllr IN, seconded by Cllr EA, all in favor that the minutes of the meeting held above, having been circulated prior to the meeting, were taken as read, approved, and signed by the chairman as an accurate record.

**FC142 Action Update from previous meeting**

1. **Newark Road Car Park** – to be deferred but action must start
2. **Pollution Meters** – Cllr IN has made some progress and a member of the public is still awaiting the other Meter to make some Recordings (RW)
3. **Newark Road Car Park** – as above
4. **Footage from the CO – OP re Trees** – Not yet obtained and Cllr KR will resolve
5. **Signage for Tuxford / Funding** – Clerk has not been able to access any funds with NCC and deferred to Cllr Lewis Staniland to perhaps send a link?
6. **Sandwich Boards** – there still appears to be an issue and the RFO has obtained the information in respect of the licence and would have to defer to BDC/Via – this needs a review of progress (RFO)
7. **Donations from Business in Tuxford** – there have been no funds forthcoming via any of the Cllrs and Cllrs KR and EA will go and speak with business owners for some donations.

**FC143 To receive, accept and resolve to approve any recommendations contained within the Minutes of the following meeting, including to ratify action made by the Clerk.**

Planning Committee 7<sup>th</sup> November 2024 (2024/119-121)

**RESOLVED:** Proposed by KR, seconded by Cllr IN, all in favor.

**FC144 District Councilor and County Councilor Reports**

Cllr Lewis Staniland concurred with the Bottle Bank issue and states that it will not be much longer before it is fully 'rolled out' in Tuxford. Cllr E Griffin left an update for Cllrs with regard to the work she has been doing ie shopfront grant scheme and working with Cllr RW on the S106.

### **FC145 Update – Town Plan and Neighborhood Plan**

Cllr K Rutherford states that the Call for Sites is being finalised, there will be housing and industrial and car parking. A Statement was provided to all Cllrs from Cllr RW highlighting Ashvale Road Estate, Neighbourhood Plan Activity Report, Call for Sites, Cinder Track, Traffic Report and Activities for the next month.

The Clerk worked through Tuxford Neighbourhood Plan Creation Team Themes and asking for Cllrs to commit to their Group. Cllr S Richardson for Business Development, Cllr E Atkin for Growth -Housing, Cllr K Rutherford for Regeneration, Cllr I Nicholls for Sustainability, Cllr RW for Heritage and Tourism, No Cllrs for Youth and the member of public previously volunteering for Youth no longer wished to do so. We could not ascertain Cllr J Temple for Environmental & Health as she was absent.

A recommendation by Cllr RW was to hold an Extra Ordinary Meeting for the 12<sup>th</sup> December.

***The Meeting will adjourn for questions from the Public, then re-convene for the following items.***

*A member of the public raised an issue about the Tenants of the Allotments and a statement was read out, a response will be made.*

*The second question from the Public was in relation to a previous request to have some Steps removed and have the area smoothed over with tarmac. Cllr RW and Cllr KR had already investigated this matter and the member of public was responded to as National Highways would not remove the steps and that BDC had no responsibility. The steps are not to be removed for safety reasons.*

*The third item raised by a member of the public was around the Signage/Sandwich boards in the Town Centre and to get it sorted, there should only be one sign per business allowed. A consistent approach is required.*

### **FC146 Finance**

All the following paperwork was sent electronically to all members prior to the meeting and paper copies were given to the Chair to authorise in the presence of members and any public present.

a) *To approve invoices for payment (d)*

Payments on the report attached at Appendix (d) were approved and signed.

Bank Transfers totaling: £23,799.09

Direct Debits totaling: £1339.99

Debit Card payments totaling: £961.41

Cheque payments totaling: £0.00.

Income received totaling: - £6932.14

The bank account balance of £138,355.34 was approved and authorised.

**RESOLVED:** Cllr GF states he had checked through the above and agreed with the totals. Proposed by Cllr EA Seconded by Cllr IN, all in favor.

b) *Bank Reconciliation/Budget Variation (e)*

Co-op Saving Account, 9,133.56 Hampshire Trust Bank £37,347.79 and £100.00 Petty Cash float.

The RFO gave all members an up-to-date report on the expenditure, receipts, variances up to and including 12<sup>th</sup> November 2024 which was sent in advance of the meeting.

**RESOLVED:** Cllr GF stated he had checked through the above and agreed with the totals. Proposed by Cllr EA and seconded by Cllr KR, all in favour.

c) 2024.25 Internal Audit – Report Mid Year (f)

**RESOLVED:** Proposed by Cllr EA and seconded by Cllr GF, all in favour.

d) To note 2024.25 NJC Salary Scales (j)

Information noted.

e) To request – Amazon Prime Business (k)

**RESOLVED:** Proposed by Cllr KR and Seconded by Cllr GF, all in favour.

**ACTION:** RFO to open a Prime Business Account

**FC147 To review and approve the following policies:**

**Complaints Policy** appendix g

**RESOLVED:** Proposed by Cllr GF and Seconded by Cllr KR, all in favour.

**FC148 – To Approve 2025 Meeting Dates & Times –**

**RESOLVED:** Proposed by Cllr IN and Seconded by Cllr EA, all in favour.

**FC149 Clerk Report** Noted and all Cllrs had received

**FC150 VE Day**

Cllr NB has requested funds for the VE Day celebrations and needs a net, for the children of the Town to be making Poppies, there are groups such as Knit & Knatter interested in supporting the Celebrations. They require a sum of £150.

**RESOLVED:** Proposed by Cllr KR and seconded by Cllr IN, all in favour.

**FC151 December 2024 Full Council Meeting**

There does not appear to be good reason for holding the Council Meeting on the 19<sup>th</sup> December.

**RESOLVED:** Proposed by Cllr GF that we do not hold the Council Meeting for December and Seconded by Cllr EA, all in favour.

**FC152 Receive Items for Information and Future Agenda Items**

The new Cllrs were asked about completion of their Register of Interests. Cllr C Cook has completed and handed in a hard copy to the office, Cllr L Page requires some assistance and will address this as a matter of urgency. Cllr S Richardson has dealt with the electronic Register and will provide a copy to the RFO when BDC have confirmed a point.

**FC153 Date of next meeting 23<sup>rd</sup> January 2025**

With there being no further business, the meeting closed at 8.05 pm

CHAIRMAN'S SIGNATURE..... DATE .....