

2026/051

Minutes of the Full Council Meeting of Tuxford Town Council to be held The Beeches Community Centre, Birch Court Tuxford at 7.00 pm on Thursday 03 September 2026

PRESENT: Cllrs N Birkett, C Cook, G Copley, G Frost, J Moorhouse (Chair), M Pottinger, S Richardson and P Wyman

IN ATTENDANCE: Clerk and 7 members of the public

Members and the Public (if any are in attendance) were informed that the meeting is being recorded.

FC073 Apologies for Absence: Cllr I Nicholls (personal reasons), Cllr JT (ill health). Cllr MR resigned 03.09.2026 (a.m.)

District Council Emma Griffin (no reason stated) and County Councillor Warren Limber (report was submitted via email)

There were no apologies from Cllr L Page and District Councillor Lewis Stanniland.

Councillors noted the resignation of Cllr M Richards and thanked him for his 17 years of dedicated service to Tuxford Town Council and the local community. Members wished him all the best for the future.

FC074 Declarations of Interest:

None was declared.

FC075 Minutes of the previous meeting held on 11 June 2026 (folio ref 2026/032-035)

RESOLVED: Proposed by Cllr GF, seconded by Cllr PW, all in favour, that the minutes of the 11 June 2026 meeting are an accurate record and were signed by the chair of the meeting.

Minutes of the previous meeting held on 16 July 2026 (folio ref 2026/042-050)

RESOLVED: Proposed by Cllr GF, seconded by Cllr PW, all in favour, that the minutes of the 16 July 2026 meeting are an accurate record and were signed by the chair of the meeting.

FC076 Update from Representatives to Outside Bodies (if any)

No updates were received.

FC077 Councillor Applications

No applications have been received.

FC078 District / County Councillor Reports

District Councillor Report: *Cllr Emma Griffin was not in attendance and did not submit a report.*

County Councillor Report: *Cllr Warren Limber was not in attendance but did submit the following report via email:*

Local Government Reorganisation

The Councillor reported that Local Government Reorganisation remains a major issue for Nottinghamshire. Following the Secretary of State's announcement on 16 July of a preferred option for two new unitary councils, Nottinghamshire County Council has issued a Pre-Action Protocol letter seeking greater clarity and transparency regarding the evidence and rationale behind the decision.

The Councillor will continue to monitor developments and represent the interests of residents in the Tuxford Division.

Highways

Highways and road conditions remain a significant concern for residents, particularly in rural areas. Residents were encouraged to continue reporting potholes and other defects through the 'Mynotts' app.

Rural Transport

The Councillor highlighted the importance of reliable rural public transport, particularly for residents without access to a car. Nottsbus On Demand continues to provide services across parts of north Nottinghamshire.

The Councillor stressed the need for rural communities to be properly represented as transport arrangements develop through the East Midlands Combined County Authority.

The Councillor confirmed that they would continue to raise issues brought forward by residents and parish councils and ensure that the interests of rural communities are represented at County Hall.

FC079 Town Plan and Neighbourhood Plan

R Walker (as co-lead of the Neighbourhood Plan group) advised that the review of the Draft Neighbourhood Plan has been completed, and a quotation has been received for the work required to take the Plan through to submission to BDC. Several sections remain to be completed.

- Economic outlook: The Trent Valley Supercluster is expected to significantly increase the scale and focus of economic development in the area, with Tuxford centrally located. An impact assessment will be prepared, including consideration of parking, traffic and HGV movements.

- Parking: The Parking Sub-group has met to consider the town centre parking shortfall. Comparative analysis indicates a potential shortfall of over 100 spaces. Recommendations will be brought to the next meeting.
- Land availability/sites: BDC has produced updated maps of proposed sites and sub-sites for inclusion in the Draft NP. Landowners have been contacted to confirm whether supported sub-sites should remain included or be removed, allowing the site identification process to be finalised.
- New NPPF: The revised National Planning Policy Framework was published on 17 August 2026. This will form the basis against which the NP and the BDC Local Plan update will be assessed. A report on its implications for the NP will be prepared during September.
- Proposed sites - Motion: Councillors were asked to consider and vote on whether to support the proposed site boundaries. Two options were presented:
 - a. Accept all site outlines as prescriptive, including part sites; or
 - b. Accept the part sites along Lincoln Road as prescriptive, with other site boundaries being representative of the total areas supported and allowing landowners to propose equivalent sub-areas if preferred.

RW answered questions from members of the public.

RESOLVED: Proposed by Cllr GC, seconded by Cllr PW, all in favour, the proposed Neighbourhood Plan site boundaries be accepted, with the part sites along Lincoln Road being prescriptive and other site boundaries being representative of the total areas supported, with landowners able to propose equivalent sub-areas if preferred.

FC080 Finance

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

a) To approve invoices for payment

Payments on the report were approved and signed.

Bank Transfers totalling: £28,823.63

Direct Debits totalling: £6,249.81

Debit Card payments totalling: £278.22

Cheque payments totalling: £0.00.

Income received totalling: - £4,315.87

RESOLVED: Proposed by Cllr GF seconded by Cllr MP, all in favour.

b) *Bank Reconciliation/Budget Variation*

Bank Account Balance at 25.08.2026 of £73,630.85 Co-op Bank Current Account, £22,091.83 Co-op Bank Saving Account, and £37,534.76 Hampshire Trust Bank.

Clerk/RFO gave all councillors an up-to-date report on the expenditure, receipts, variances up to and including 25 August 2026, which was sent in advance of the meeting.

RESOLVED: Proposed by Cllr GF seconded by Cllr MP, all in favour.

c) *To note – AGAR 2025.26 and Notice of Completion*

RESOLVED: Proposed by Cllr GF, seconded by Cllr MP, all in favour, the AGAR 2025/26 and Notice of Completion be noted.

d) *To approve spending of CIL funds on NP*

Members considered the allocation of £3,400 from CIL funds towards the £8,400 cost of completing the Neighbourhood Plan, with £5,000 already included in the budget.

RESOLVED: Proposed by Cllr CC, seconded by Cllr JM, all in favour, £3,400 be allocated from CIL funds towards completion of the statutory Neighbourhood Plan consultation, in accordance with Regulation 59C of the CIL Regulations 2010 (as amended).

FC081 Planning Applications

Planning Application: 26/00044/NEWDEV – Plot 35A and Plot 41 Ollerton Road

RESOLVED: The proposed street naming and numbering for Units 35A and 41, Ollerton Road, Tuxford, be noted.

Planning Application: 26/00936/FUL – The Bungalow, 6 Newark Road

RESOLVED: Proposed by Cllr JM, seconded by Cllr GF, all in favour that this be supported, subject to the biodiversity loss being appropriately offset through additional land as identified in the submitted biodiversity assessment, and any approval making clear that further development of the remaining site would not be supported.

Planning Application: 26/01010/HSE – 18 Haynes Close

RESOLVED: Proposed by Cllr PW, seconded by Cllr JM, all in favour of the Council supporting the application, noting the benefit of providing additional family accommodation and retaining residents within the community.

Cllr SR declared an interest as a member of the Bassetlaw District Council Planning Committee and the Selections Committee. To avoid any potential conflict of interest,

he stated that he would not comment or vote during consideration of planning applications. No dispensation would therefore be required.

ACTION: Clerk to submit comments to the District Council

FC082 To Review and Approve the following policies and reports:

- Allotment Waiting List Policy

RESOLVED: Proposed by Cllr GF, seconded by Cllr MP, all in favour of approving this policy

FC083 Gilbert Avenue Playing Field Lease

Council considered legal advice regarding the inclusion of a clause in the proposed 99-year lease to allow for a future permissive footpath. The implications for funding and the distinction between a permissive path and a Public Right of Way were discussed.

RESOLVED: Proposed by Cllr JM, seconded by Cllr GF, all in favour that the proposed footpath clause and agreed that the Clerk, with the assistance of Cllr SR, should write to Bassetlaw District Council requesting that the proposed path be designated as a Public Right of Way. Members noted that this would enable Nottinghamshire County Council to support the installation of the pathway and would not undermine the existing 99-year lease, as the path would run along the perimeter of the field. Whilst recognising the benefits of a permissive path, Councillors asked that Bassetlaw District Council reconsider the Public Right of Way option.

ACTION: Clerk to advise the town council's solicitor and liaise with Cllr SR to contact Bassetlaw District Council

FC084 Parking Working Group

Councillors noted that the Parking Working Group had met and was developing a strategic plan, including engagement with relevant stakeholders. A full report will be presented at the October meeting when further information is available.

It was noted that the Working Group's remit extends beyond parking to include traffic, with the findings to inform the Neighbourhood Plan. Further traffic surveys will be required to gather the necessary evidence.

FC085 Town Centre Street Scaping Funding – Discuss Consultation Results and Update

Consultation Results: Council received the Bassetlaw District Council consultation report at 5.58pm on 2 September 2026, prior to the meeting. The consultation showed a clear preference for the main project.

The report and detailed consultation findings were noted, with further consideration required regarding project feasibility, costs and ongoing maintenance.

RESOLVED: Proposed by Cllr SR, seconded by Cllr JM, all in favour to endorse the consultation findings and progress consideration of the preferred projects, subject to feasibility, costs and ongoing maintenance implications.

Streetscaping Financial Review: Council considered the potential ongoing revenue and maintenance costs arising from the proposed Bassetlaw Streetscape projects. It was noted that, while the Streetscape Fund provides capital funding, future insurance, maintenance, inspections and other operational costs would fall to the Town Council.

Council discussed the potential impact on the precept and the need to establish an affordable level of ongoing expenditure before committing to projects.

ACTION: That the Clerk ask Bassetlaw District Council to include estimated ongoing maintenance, insurance, inspection and other revenue costs as part of the feasibility, scope and costing information for the proposed Streetscape projects, to enable the Town Council to assess their long-term affordability before making a final commitment.

Cllr JM to relay this resolution to the Streetscape Fund at its next scheduled meeting and request that officers at Bassetlaw District Council prepare an executive summary of the findings as a matter of urgency, to ensure transparency and keep the public informed.

FC086 Travelling Fair

Council considered the proposal for a travelling fair at Gilbert Avenue Playing Field. Bassetlaw District Council confirmed on 12 August 2026 that it had no objection in principle, subject to satisfactory risk assessments and arrangements covering site management, first aid, parking and the area to be used.

It was noted that the fairground operator would also be required to provide appropriate risk assessments, insurance details and relevant safety/service documentation for the rides.

ACTION: That consideration of this item be deferred pending the outcome of the Streetscape Fund consultation.

FC087 Christmas Market and Light Switch On - Update

Council received an update on preparations for the Christmas Market and Light Switch-On on Sunday 29 November 2026, 2.30pm–6.00pm. Planning is progressing well, with licences, risk assessments and event arrangements largely in place.

North Notts BID funding opportunities were also discussed.

Cllr suggestions were Christmas Tree Extension or a new PA System

RESOLVED: That the progress update be noted, Clerk to explore suitable BID funding proposals and provide support/volunteering for the event where possible.

ACTION: Clerk to apply for funding

FC088 To Receive Items for Information, and further agenda items:

- *Clerk Report*

The Council noted the contents of the Clerk/RFO report as submitted for the meeting.

- *Tuxford Hall Proposal (Member of the public)*

Council noted correspondence from a member of the public regarding the potential acquisition of Tuxford Hall as a community centre. The correspondence included a draft initial proposal and requested that select Councillors consider putting the matter forward for discussion.

The Clerk subsequently reminded the relevant Councillors of the request; however, no Councillor submitted a formal proposal for inclusion on the agenda. The matter was therefore received for information only.

RESOLVED: That the correspondence be noted.

- Future agenda items: Derelict Properties (Cllr GC)

The meeting adjourned to allow Questions from members of the public

There were no questions from the public. A member of the public commented that planning application 26/00936/FUL is of significant scale and out of keeping with the character of the surrounding area.

FC089 Private and Confidential - Staffing

RESOLVED: It was resolved that in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted and Cllr JM read out the following statement.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 PRIOR TO THE COMMENCEMENT OF THE NEXT BUSINESS, "That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw."

Council considered the outcome of a staff appraisal and the proposed progression of two Grounds Team employees within the relevant salary scales. The contribution, experience and limited previous opportunities for formal training and progression were noted.

RESOLVED: Proposed by Cllr GC, seconded by Cllr GF, all in favour that both employees progress from salary scale 1-6 (below substantive benchmark) to salary scales 7-12 (substantive benchmark), with the progression to take effect following their next appraisal. The associated increase in salary costs was noted.

FC090 Date of next meeting 08 October 2026 (change from the advertised date)

With there being no further business, the meeting closed at 8:45pm

CHAIRMAN'S SIGNATURE..... DATE

DRAFT