

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 08 October 2026

PRESENT: Cllrs N Birkett, G Frost (Chair), M Pottinger, S Richardson, J Temple and P Wyman

IN ATTENDANCE: Clerk and 4 members of the public

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

FC091 Apologies for Absence: Cllr's C Cook (holiday) G Copley (work commitments), J Moorhouse (Holiday)

District Council Emma Griffin (no reason stated) and County Councillor Warren Limber (work commitments)

There were no apologies from Cllr I Nicholls and District Councillor Lewis Stanniland.

Councillors noted that Cllr L Page had ceased to be a member of the Council in accordance with Section 85(1) of the Local Government Act 1972 due to failure to attend any meeting of the Council for a period of six consecutive months.

FC092 Declarations of Interest:

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.

FC093 Minutes of the previous meeting held on 03 September 2026 (folio ref 2026/051-058)

Cllr PW requested that the minutes record that, under item FC085, the consultation papers were received from Bassetlaw District Council at 5:54 pm on 2 September 2026, leaving councillors with an extremely limited time in which to digest and consider the information ahead of the Full Council meeting on 3 September 2026. The minutes were amended accordingly.

RESOLVED: Proposed by Cllr MP, seconded by Cllr NB, all in favour, that the minutes of the 03 September 2026 meeting are an accurate record and were signed by the chair of the meeting.

FC094 Update from Representatives to Outside Bodies (if any)

No updates were received. The Clerk asked whether any councillors wished to be nominated to represent the Town Council on the Notts ALC Board, noting that the

relevant information had previously been circulated. No councillors expressed an interest in being nominated.

FC095 Councillor Applications

No applications have been received.

FC096 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 and did not submit a report.*

Local Government Reorganisation

FC097 Town Plan and Neighbourhood Plan

The Council agreed to support the comments and submit the report provided by the Neighbourhood Plan Group to Bassetlaw District Council's Local Plan Review, highlighting local concerns, including (but not limited to) housing growth, parking and congestion concerns.

RESOLVED: Proposed by Cllr SR seconded by Cllr PW, all in favour.

ACTION: Clerk to submit the report to Bassetlaw District Council.

FC098 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: £17,577.42

Direct Debits totalling: £1,280.15

Debit Card payments totalling: £89.95

Cheque payments totalling: £0.00.

Income received totalling: **-£91,743.37**

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

b) Bank Reconciliation/Budget Variation

Bank Account Balance at 29.09.2026 of £129,759.56 Co-op Bank Current Account, £22,091.83 Co-op Bank Saving Account, and £37,534.76 Hampshire Trust Bank.

2026/061

Clerk/RFO gave all councillors an up-to-date report on the expenditure, receipts, variances up to and including 29 September 2026, which was sent in advance of the meeting.

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

c) *To note – CIL Notification 2025.26*

RESOLVED: Proposed by Cllr GF, seconded by Cllr PW, all in favour, the CIL 2025/26 of £7,849.43 and that it be transferred to Tuxford Town Council.

d) *To note Internal Audit- Interim Report and discuss any recommendations*

The Interim Internal Audit Report was received. The audit checks undertaken found the Council's accounting records and supporting documentation to be well maintained, with no concerns arising from the information reviewed.

Members were also advised that digital filing of the Annual Governance and Accountability Return (AGAR) is expected to become compulsory for parish and town councils in England from the 2028/29 financial year. Digital submission will be voluntary during the 2026/27 and 2027/28 audit cycles to allow councils to familiarise themselves with the new system.

e) *Discuss and Approve Cemetery Fees – October 2026*

The Council considered the proposed cemetery fees for the period commencing October 2026.

RESOLVED: Proposed by Cllr PW, seconded by Cllr GF, all in favour that the cemetery fees, effective from October 2026, be increased by 3% across all fees and charges and remain in effect for one year.

FC099 Planning Applications

- Planning Application: 26/01124/HSE – Portland House, Newcastle Street

RESOLVED: Proposed by Cllr GF, seconded by Cllr MP, all in favour to support this application.

- Update on current 2026.27 planning applications

RESOLVED: Members noted.

ACTION: Clerk to submit comments to the District Council

FC100 To Review and Approve the following policies and reports:

- Standing Orders – Revised copy in-line with NALC Model Standing Orders

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

- LGPS Employer Discretions Policy

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

- Child and Young Person Policy

It was noted that this policy was out of date and needs to be revised.

ACTION: Item deferred to 19 November 2026 full council meeting.

- Equal Opportunities Policy

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

- Planning Protocol Policy

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

FC101 Gilbert Avenue Playing Field Lease

Members considered the update regarding the proposed route across the land subject to the 99-year lease. Bassetlaw District Council confirmed that it was unable to approve the creation of a Public Right of Way (PROW). Members noted that, following consultation, the practical option was therefore to accept the Permissive Right of Way offered by Bassetlaw District Council to enable completion of the lease.

It was noted to challenge the decision made by Nottinghamshire County Council regarding the S106 funds allocated for the Clinton Gardens Development.

The interim legal invoice of £1,837.80 was noted, against the original estimated cost of £1,500–£2,000.

RESOLVED: Proposed by Cllr SR, seconded by Cllr PW, all in favour to note Bassetlaw District Council's position regarding the creation of a PROW, accept the proposed Permissive Right of Way, approve the lease wording, subject to any minor legal amendments considered necessary and to authorise the Clerk to liaise with the Town Council's solicitor to finalise the 99-year lease and arrange payment of the interim legal invoice of £1,837.80.

ACTION: To authorise the Clerk to confirm acceptance of the proposed arrangement to Bassetlaw District Council and progress completion of the lease and to challenge Nottinghamshire County Council's decision regarding the allocation of Section 106 funds associated with the Clinton Gardens development, which were originally intended to provide a footpath linking the development to Gilbert Avenue.

Cllr SR asked the clerk to enquire with the Streetscape team whether there is the potential to install a footpath using the Streetscape Funding and to enquire with

Longhurst Housing to ensure there are no plans to fence off the estate from Gilbert Avenue.

The Clerk provided an update on the Birtley Drive play area (provided to her by an officer at Bassetlaw District Council), advising that tenders had been received and Bassetlaw District Council was in the process of selecting a contractor. Work is anticipated to commence in January 2027.

FC102 Town Centre Street Scaping Funding – Update

The Council held an extended discussion regarding the mural commissioned by Bassetlaw District Council, including its selection and implementation, the level of consultation with the Town Council, and the subsequent public reaction. Councillors noted that although a mural had been identified in the Tuxford Town Plan, it was ranked fifth out of the six projects. Councillors discussed the criticism directed towards the Town Council on social media, despite the Town Council not having commissioned the mural nor been involved in the implementation of the project – from selecting an artist, being consulted on the style of art and only having 24hrs to comment of the final design. Concerns were also raised regarding the lack of timely communication and transparency from Bassetlaw District Council throughout the process.

Cllr SR confirmed that he had obtained a copy of the licence agreement following a Freedom of Information (FOI) request to National Highways, as Bassetlaw District Council had not shared the agreement with the Town Councillors. He raised concerns that this lack of disclosure had necessitated the FOI request and highlighted the importance of openness and transparency, noting that councillors cannot make properly informed decisions without access to the relevant information.

The Council discussed the licence agreement between Bassetlaw District Council and National Highways, particularly the potential obligations relating to ongoing maintenance and reinstatement of the site. Councillors expressed concern that the Town Council could be left responsible for costs or liabilities arising from a project it had not commissioned or controlled. Concerns were also raised regarding the accuracy and adequacy of notetaking at Bassetlaw District Council meetings and the importance of ensuring that discussions and decisions were properly recorded.

RESOLVED: Proposed by Cllr MP and seconded by Cllr NB, with all councillors in favour, that the Clerk clarify with Bassetlaw District Council the respective responsibilities for the mural's ongoing maintenance and any future reinstatement requirements. The Council confirmed that it would not accept responsibility for these obligations or any associated costs.

The Council noted that it is not its policy to respond directly to social media posts. However, following discussion regarding the mural, it was agreed that the Clerk would draft a formal statement setting out the Town Council's position. The statement would be published on the Town Council's website, noticeboards and official social media page, where it could also be shared with Tuxford Chat to ensure the Council's position was communicated clearly to residents.

RESOLVED: Proposed by Cllr JT and seconded by Cllr SR, with all councillors in favour.

Update on further projects - Council noted that the electric water pump has been delivered w/e 02 October 2026, and that the trailer for the grotto is scheduled to be delivered w/e 09 October 2026. Representatives of the Town Council are due to meet with Bassetlaw District Council on 14 October 2026.

Members noted that the Extraordinary Council Meeting scheduled for 29 October 2026 would be solely to consider the proposed projects in further detail.

The Clerk advised that a due diligence report had been circulated regarding the proposed Gilbert Avenue Playing Field project, highlighting the potential ongoing financial and management implications for the Town Council. Members were advised that, given the potential financial commitment, further professional consultation and due diligence should be considered before the Council makes any commitment to the project.

FC103 To Receive Items for Information, and further agenda items:

○ *Clerk Report*

The Clerk/RFO report was received and the following updates were noted:

- **Fault Reporting:** A broken litter bin on Lincoln Road and a fly-tipped mattress at Clark Lane Park had been reported to Bassetlaw District Council.
- **Action Update:** Actions FC081, FC083, FC085 and FC087 had been completed, with an update on Gilbert Avenue included elsewhere on the agenda.
- **VIA Winter Programme:** An application had been submitted for five 5kg bags of free salt.
- **Hanging Baskets:** Members considered whether to extend the hanging basket scheme to include the chip shop, subject to approval of the associated costs for brackets, baskets, planting and maintenance. This was agreed.
- **Allotment Pond:** Works commenced on 14 September 2026 and were completed in one day.

- **Clinton Gardens Play Area:** Tender applications had closed and Bassetlaw District Council was expected to appoint a contractor shortly. Members had been provided with the proposed designs for comment.
- **HMRC Overclaim:** The overclaimed amount had been repaid, with confirmation received that the account was now in good standing.

RESOLVED: That the correspondence be noted.

- Future agenda items: Derelict Properties (Cllr GC) and Parking and Traffic Update (Cllr's SR and PW)
- Two extra ordinary dates were agreed for Precept Discussions – 03 December 2026 at 7pm and 07 January 2027 at 7pm

The meeting adjourned to allow Questions from members of the public

Members of the public expressed concerns regarding the mural, including the lack of public consultation, the Town Council's perceived involvement and the criticism directed towards individual councillors. The need for clearer communication with residents through a range of channels was highlighted. A query was also raised regarding the potential use of Gilbert Avenue playing field by a fairground contractor; it was noted that the matter had been deferred pending clarification of the Gilbert Avenue project. Another member of the public raised further concerns about offensive images and comments directed at councillors on social media and the matter should be referred to Nottinghamshire Police.

FC104 Date of next meeting 29 October 2026 (Extra Ordinary Full Council). Next Full Council meeting 19 November 2026.

With there being no further business, the meeting closed at 8:41pm

CHAIRMAN'S SIGNATURE..... DATE