

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 11 June 2026

PRESENT: Cllrs N Birkett, C Cook, G Copley, G Frost, J Moorhouse (Chair), I Nicholls, M Pottinger, M Richards, J Temple and P Wyman

IN ATTENDANCE: Clerk, and 2 members of the public

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

Cllr Moorhouse reminded the public that Council meetings are held in public and are not public meetings. Residents are invited to speak during the public forum (max. 3 minutes each) and that the Council may only respond to agenda items; other matters may be deferred or submitted in advance (min. 8 days) to the Clerk.

FC044 Apologies for Absence: Cllr C Cook (holiday), Cllr S Richardson (holiday), District Councillor Emma Griffin (personal reasons) and County Councillor Warren Limber (work commitments)

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

FC045 Declarations of Interest:

There were no declarations of interest declared.

FC046 Minutes of the previous meeting held on 14 May 2026 (folio ref 2026/014-016) **and 21 May 2026** (folio ref 2026/022-031)

RESOLVED: Proposed by Cllr GF, seconded by Cllr NB, all in favour, that the minutes of the above meeting are an accurate record and were signed by the chair of the meeting. Cllr Pottinger did not vote (as was not at the previous meeting)

FC047 Update from Representatives to Outside Bodies (if any)

South East Forum – attended on 04 June 2026 by Cllr JM and GF. Cllr JM gave the following update:

The Head of Planning and Place, Abbie Marwood, advised that the department is now almost fully staffed and is working through existing backlogs. Concerns were raised regarding the lack of responses to reports of unauthorised works, and assurance was given that future responses would be provided. An update was also requested on derelict buildings within Tuxford, including the property adjacent to the Working Men's Club.

Jonathan Brassington provided an update on Local Government Reorganisation. The three unitary authority proposals have been submitted to central government, with a decision expected by mid-July 2026.

Will Wilson presented information on the Know Your Place Trent Valley (KYPTV) project. Public consultation is underway from 1 June to 31 August 2026, with an open consultation event scheduled at The Beeches on 27 June 2026 from 10.00am to 1.00pm. Hard-copy publicity materials have been requested for distribution locally.

Members noted concerns raised by attendees regarding HGV traffic and the impact of proposed solar farm developments.

ACTION: Cllr JM to ask Cllr Simon Richardson to provide a report on the Trent Valley STEP project at a future meetings to assist councillors' understanding of the proposals, as it was agreed that he has a better understanding of this project.

FC048 Councillor Applications

No applications have been received.

FC049 District / County Councillor Reports

District Councillor Report: *Cllr Emma Griffin was absent and no report was submitted*

County Councillor Report: *Cllr Warren Limber was absent and no report was submitted*

FC050 Town Plan and Neighbourhood Plan R Walker was not present at the meeting and no report was submitted prior to the meeting.

FC051 Finance

All 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

Payments on the report were approved and signed.

Bank Transfers totaling: £1,191.00

Direct Debits totaling: £548.25

Debit Card payments totaling: £671.69

Cheque payments totaling: £0.00.

Income received totaling: - £0.00

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

Cllr Pottinger asked the clerk to enquire whether Hutchinsons still sell diesel to members of the public.

ACTION: Clerk to make enquiries.

b) *Bank Reconciliation/Budget Variation*

Bank Account Balance at 02.06.2026 of £108,487.08 Co-op Bank Current Account, £22,091.83 Co-op Bank Saving Account, and £37,441.16 Hampshire Trust Bank.

Clerk/RFO gave all members an up-to-date report on the expenditure, receipts, variances up to and including 02 June 2026, which was sent in advance of the meeting.

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

FC052 Planning Applications

None received.

FC053 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.

The full report can be viewed and referenced on the Tuxford Town Council website under Council Meetings.

Clerk reminded Councillors to ensure their new email addresses are active by 30 June 2026.

Items for Information:

- *Councillor Training:* Councillors were reminded that it is good practice to undertake training, the training is available to new councillors and those standing councillors that may benefit from a refresh.
- *Role of the Chairman:* Council were given a report of what the role of the chairman is, at the request of Cllr J Moorhouse.
- *Walesby Football Club:* Walesby Football Club have been using Gilbert Avenue playing field. Clerk is waiting on a copy of the club's insurance, then an agreement/contract will be drawn up.

AGAR Audit Findings, Accounting Basis Change and VAT Adjustment: The Council considered a report from the Clerk/RFO regarding matters arising from the external audit of the 2025/26 AGAR.

Members noted that the external auditor has confirmed the Council is required to prepare accounts on an Income and Expenditure basis, as income and expenditure has exceeded £200,000 for three consecutive years. It was noted that accounts had previously been prepared on a Receipts and Payments basis and will now be restated for 2024/25 and 2025/26.

Members also noted a VAT error identified during a review with the Council's accounting software provider, resulting in a duplicate VAT reclaim for the period 01.04.2024 to 30.09.2024 instead of 01.07.2024 to 30.09.2024 – as no filter on the dates was applied. This has resulted in an overpayment of £5,968.80, which is now repayable to HMRC.

The Council noted the corrective actions being taken, including restatement of accounts, VAT repayment, and strengthening of internal controls.

Clerk/RFO apologised to Members for the issues identified and confirmed that steps are being taken to ensure improvements to processes and reporting controls going forward.

RESOLVED: Proposed by Cllr JM, seconded by Cllr GC, all in favour -

1. That the report be received and noted.
2. That the actions being taken to restate the accounts and correct the VAT position be approved.
3. That the repayment of £5,968.80 to HMRC be noted, and the clerk to arrange a re-payment plan to HMRC.

• *Town Centre Street Scaping Fund:* **RESOLVED:** It was proposed by Cllr JM, seconded by Cllr GF, all in favour to hold an Extraordinary Full Council meeting on Thursday 02 July 2026 at 7pm.

Minute Amendment Note (from meeting held on 16 July 2026) *At the Full Council meeting held on 16 July 2026, Cllr PW requested that the minutes of 11 June 2026 be amended to record the reason for convening the Extraordinary Meeting on 2 July 2026. It was agreed that the minutes should reflect that the Extraordinary Meeting was called following the late receipt of Streetscape Funding documentation containing a number of matters requiring Council consideration and discussion within the required timescales. As a result, approval of the 11 June 2026 minutes was deferred pending this amendment. The amended minutes will be presented for approval at the Full Council meeting on 3 September 2026.*

ACTION: Clerk is to issue agenda and supporting papers and ask Bassetlaw District Council to delay the next Town Centre Streetscaping Meeting and Public Consultation until after this meeting.

Future Agenda Items:

Cemetery Fees – Define the definition of 'Resident' – Cllr JT

Questions from members of the public – There were no questions from members of the public.

FC054 Date of next meeting 16 July 2026 (extra ordinary meeting on 02 July 2026)

With there being no further business, the meeting closed at 7:52pm

CHAIRMAN'S SIGNATURE..... DATE