

Selflessness, Integrity, Accountability, Objectively, Openness, Honesty, Leadership

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To: All Tuxford Town Councillors

08 February 2024

Dear Councillor,

You are hereby summoned to attend **the Full Council Meeting of Tuxford Town Council** to be held The Beeches Community Centre, Birch Court at **7pm on Thursday 15 February 2024**. The agenda is attached.

Please let me have any apologies.

Yours sincerely,

*Lynda Donaldson*

**Ms Lynda Donaldson**

**Clerk to the Council**

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## Full Council Meeting of Tuxford Town Council to be held The Beeches Community Centre, Birch Court, Tuxford at 7pm on Thursday 15 February 2024

### Agenda

1. Inform Members and the Public (if any are in attendance) that the meeting is being recorded.
2. Apologies for Absence
3. Declarations of Interest
4. Minutes of the previous meeting held on 18 January 2024 (folio ref 2023/108-113) [Appendix a](#)
5. Action update from previous meeting – [Appendix b](#)
6. To receive, accept, and resolve to approve any recommendations (if any) contained within the Minutes of the following meeting, including to ratify action made by the Clerk:  
    Planning Committee – 01 February 2024 (folio ref: 2023/114-116) – [Appendix c](#)
7. District/County Councillor Reports
8. Update – Town Plan and Neighbourhood Plan (RW/KR)  
*The meeting will adjourn to allow for questions from the public, then re-convene for the following items*
9. Finance
  - a) To note invoices for payment, and approve any as required – [Appendix d](#)
  - b) Bank Reconciliation/Budget Variation report – [Appendix e](#)
  - c) New/Replacement Mower - [Appendix f](#)
10. To discuss/review and approve the following policies:
  - Standing Orders – revised – [Appendix f](#)
  - Internal Control Testing - [Appendix g](#)
  - Risk Management Scheme – [Appendix h](#)
  - Training and Development - [Appendix i](#)
11. Newark Road Car Park - [Appendix j](#)
12. Office Manager Report – [Appendix k](#)
13. Rural England Prosperity Fund - 2nd Round - [Appendix l](#)
14. The Beeches Community Centre – update (Cllr JM) - [Appendix m](#)
15. Gilbert Avenue Project – Footpath (Cllr RP) - [Appendix o](#)
16. Grant Application - [Appendix n](#)
17. Receive items for information and future agenda items
18. Private and Confidential – Staffing Update/Clerk-RFO role - [Appendix p](#)
19. Date of next meeting: 21 March 2024 P