

Minutes of the Extra Ordinary Full Council Meeting of Tuxford Town Council to be held The Beeches Community Centre, Birch Court Tuxford at 7.00 pm on Thursday 11 December 2025

PRESENT: Cllrs N Birkett, C Cook, G Copley, G Frost (Chair), and P Wyman

IN ATTENDANCE: Clerk and 1 member of the public

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

FC115 Apologies for Absence: Cllrs J Moorhouse (holiday) and M Richards (Illness).

There were no apologies for absence from Cllrs I Nicholls and L Page

FC116 Declarations of Interest:

There were no declarations of interest declared.

FC117 Minutes of the previous meeting held on 20 November 2025 (folio ref 2025/086-094)

Cllr PW wished to record his apology for a miscommunication with a member of the public at the last meeting, noting that there had been crossed wires.

RESOLVED: Proposed by Cllr NB proposed, seconded by Cllr GF, all in favour that the minutes of the above meeting are an accurate record and were signed by the chair of the meeting.

FC118 Councillor Application

Mrs. Jean Temple was not in attendance. Cllr GF asked for the item to be deferred to the 22 January 2026 Full Council meeting – all agreed.

FC119 Private and Confidential – Staffing Salary Information to support 2026.27 Precept Discussion.

Exclusion of Press and Public

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 GF 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.”

The public left the meeting.

Council received *Appendix C: Staff Costs Summary 2026/27* detailing gross and net salaries, employee deductions, and employer on-costs for Depot staff and the Clerk.

Cllr PW was concerned that the staffing costs equate to 90% of the precept.

Council noted the calculations and the staffing cost implications for the draft budget.

The public re-joined the meeting.

FC120 Finance

a) To Discuss and Approve Allotment Rent Review for 2026.27

Council received a report on moving to a plot-size-based rent system, following consultation with allotment tenants (23 October 2025). Current rents are calculated at £0.29/m², generating £941.12 annually. A proposed 3.5% increase (to £0.30/m²) would raise total income to £974.06, which is hoped will cover water usage and general maintenance/repairs.

RESOLVED: Proposed by Cllr GC seconded by Cllr PW, all in favour to support the revised size-based rent schedule and apply the 3.5% uplift within the 2026/27 precept.

b) To Discuss and Approve Allotment Pond Maintenance

Council received a report on the allotment wildlife pond, which is in poor condition due to incorrect installation and now presents safety, maintenance, and biodiversity concerns. Repair costs are estimated at a minimum of £4,000, with ongoing upkeep expected to remain high.

It is proposed that the pond be filled in and the area repurposed as a low-maintenance communal or wildlife-friendly space. This would remove safety risks and long-term costs while allowing continued biodiversity support.

ACTION: It was agreed in principle to fill the pond it. Cllr GC asked the clerk to explore the Corporate Social Responsibility aspect to enquire whether help could be sought to assist with this and to obtain some initial costs.

c) To Discuss and Approve Tree Survey Report

Council received the recent tree inspection report for all town-owned sites, which identifies several trees requiring remedial work to ensure safety and maintain tree health. Councillors were asked to consider allocating funds within the 2026/27 precept for the necessary works.

Council noted the findings.

ACTION: Clerk to obtain quotes for the immediate remedial work required to 4 trees within the cemetery. Grounds Maintenance supervisor to ascertain what work the department can undertake.

d) 2026.27 Precept – To Discuss and put recommendations forward

Councillors discussed the draft 2026/27 budget, including staffing costs, allotment rents, pond area proposals, tree inspections, capital projects, Christmas services budget to remain the same but to explore whether local business would financially support the event, and other expenditure items. Amendments and adjustments were considered to ensure alignment with council priorities and the proposed precept.

ACTION: It was agreed that the Clerk would make the final amendments to the draft budget, with a view to presenting it for final approval by Full Council on 22 January 2026. The cost of running the 2025 Christmas market was in excess of £6,250, with income of £2,791

FC121 –TO RECEIVE ITEMS FOR INFORMATION:

Clerk advised on the following:

a) 2026 Vehicle Insurance

Quotes were received ranging from £1,723.20 to £2,113.81

RESOLVED: Proposed by Cllr NB, seconded by Cllr GF, all in favour of the Clerk under their delegated powers to appoint the £1,723.20 quote.

b) NCC Pension 2026.27

Clerk advised that she had received notification that the employer contribution for 2026.27 will be 20.1% and that the employer deficit for 2026.27 will be £1,850.

Cllrs noted this information.

c) Christmas 2026

There will be a requirement for the Christmas Lighting License to be HERS Registered. Information is not currently available from VIA as to what this will entail.

The Pully on one of the shops in the town centre will require repair.

The Clerk reported that an initial enquiry has been made regarding potential funding from the LUP for a tiny home trailer to permanently house the grotto, to enable the grotto to be placed on the street the Christmas market is on (with temporary storage needed to be sourced to store it during the remainder of the year), and a 10ft storage container on the depot grounds to store market stalls.

The Clerk also asked Councillors to consider increasing volunteer support for the Christmas Market to reduce staffing costs and to explore alternative dates and approaches for the event.

It was agreed that, if Bassetlaw District Council approve this in principle, the Clerk should proceed to make an official request for funding.

d) Defibrillators

The two council owned defibrillators are discontinued (since 2019) and the replacement batteries and pads are difficult to obtain. From the end of 2026 there will no longer be available.

ACTION: Clerk to explore funding options to replace them and it was suggested that the Clerk approach Tuxford Manor to enquire whether they would like the town council clerk to explore funding options for them too.

e) Pavilion

As part of the LUP, Bassetlaw District Council requested that the Town Council consider whether it wished to explore the option of a pavilion on the Gilbert Avenue playing field.

It was agreed that this proposal requires further investigation, including community interest, potential usage, management arrangements, and future financial implications. It was also noted that the ongoing issue regarding the lease extension remains unresolved.

f) Councillor Training

The Clerk advised Cllr GC and Cllr PW that new councillor training is available through Notts ALC. The online course costs £45 per councillor, with the next available date in February 2026. In the meantime, the Clerk will prepare a 'new councillor' information pack for both members, pending the delivery of stationery supplies.

g) Extra Ordinary Meeting Report

The Clerk reminded Cllr PW that a report would be required by no later than 7 January 2026 if the Extraordinary Full Council meeting is to proceed on 15 January 2026.

The Clerk also advised that, as The Beeches Community Centre is a Bassetlaw District Council-owned asset, some matters Cllr PW may wish to discuss could be classed as commercially sensitive and may not be shareable with the community.

The Clerk noted that this could only be determined once the report has been submitted. It was further noted that the Chair and Vice-Chair would not be available to chair this meeting, so a Councillor would need to be appointed to chair this meeting.

FC122 Date of next meeting 22 January 2026 (Extra Ordinary Meeting Scheduled for 15 January 2026)

With there being no further business, the meeting closed at 9:00pm

CHAIRMAN'S SIGNATURE..... DATE