

Minutes of the Full Council Meeting

**held THE BEECHES COMMUNITY CENTRE, Birch Court, Tuxford on Thursday
16 June 2022, commencing 7:00pm**

PRESENT: Cllrs J Moorhouse (Chair) E Bett, G Frost, C Longmore, M Richards, S Richardson, K Rutherford, and R Walker.

IN ATTENDANCE: Clerk, County Councillor Ogle (from 8:30pm), PC Mitchell (Nottinghamshire Police) and three members of the public were also present (at different intervals during the course of the meeting).

FC051 Inform Members and the Public (if any in attendance) that the meeting is being recorded

Meeting is recorded for the purpose of accurate minute recording. Recordings are destroyed once minutes have been approved.

FC052 Apologies for Absence

Cllr D Clark, Cllr P Downing, D Preece, G Preece and district councillor S Isard.

RESOLVED: Reasons for apologies were given and accepted.

There were no apologies received from Cllr C Waugh.

FC053 Declarations of Interest

There were declarations of interest in item 20 (MOI) from Cllr E Bett and Cllr G Frost.

FC054 Accept New Co-Opt Member and Sign Declaration of Office and Register of Interests.

Having had their application approved at the Full Council meeting on 21 April 2022 (folio reference FC0004) Mr Robin Walker signed his Register of Members' Interest. Their Declaration of Office was not available at the meeting to be signed.

RESOLVED: Mr Robin Walker signed their Registration of Members' Interests (Paperwork was duly signed by the Clerk). It was agreed by all members that Cllr R Walker can sign his Declaration of Office at a later date in the presence of the clerk.

ACTION: Clerk to invite Cllr RW into the office to sign the paperwork and send to the Monitoring Officer and legal department at Bassetlaw District Council.

FC055 Minutes of the previous meeting held on 19 May 2022 (folio ref 2022/022-029)

RESOLVED: Proposed by Cllr GF, seconded by Cllr MR, that the minutes of the meeting held above, having been circulated prior to the meeting, were taken as read, approved, and signed by the chairman as an accurate record. Cllr RW did not vote as he was not present at the previous meeting.

FC056 Action Update from previous meeting

FC138 – Cherry Blossom Trees – ONGOING. ACTION: Cllr DC to approach the contact she knows. With Cllr DC not in attendance an update was not available

FC156 – CIL Letter to Bassetlaw District Council and FC179 – Assistance re CIL money at Bassetlaw District Council – ONGOING: ACTION: Cllr JM to draft a letter to Bassetlaw District Council.

FC165 – Parking/Congestion Letter to Bassetlaw District Council: ONGOING: ACTION: Cllr SR to send draft letter to Clerk to send on.

FC185 – Collate register of Community Groups in Tuxford – ONGOING. ACTION: Cllr JM to also post item on social media (for those community groups that are not charities).

FC203 – Greenfield Sports Facilities -ONGOING: Cllr SR has spoken to his contact who is an educational estates specialist and awaits their response, and liaise with Cllr CL.

FC008 – District Council Report – relay funding request information is known and chase Asset of Community Value response – Cllr Stanniland – ONGOING: Cllr JM chased them, hope to receive completion information w/c 25.05.2022. ACTION: Cllr LS was not present. No update available.

FC008 – Surface Flooding – Lincoln Road – Cllr Ogle – ONGOING. Cllr Ogle was not present whilst this topic was discussed.

FC012 – Newark Road Car Park – ONGOING: ACTION Cllr JM to follow up

FC018 – Newark Road Car Park – Electric Points – ONGOING: Clerk has information on funding available, awaiting information from a consultant on the costs associated with installing them.

FC022 – Glass Recycling – to explore options locally – ONGOING: Clerk spoke with R.O.B (Recycling Ollerton and Boughton) which is a charity which provides work-based training placements to adults with learning disabilities. They advised that unfortunately Tuxford is a little bit too big for their organisation at the moment and is not in their expansion plans for the next 4-5 years. They did advise that there is a Government Waste Strategy where the district council need to be proving glass recycling to domestic properties by 2023. Clerk has contacted Bassetlaw District Council to enquire about this further and awaits their response ACTION: Clerk to follow up

FC029 – Register of Interest and Declaration of Office forms RESOLVED: Under item FC054

FC042 – Health and Social Care – NALC RESOLVED: Unable to help as it's not directly town council related

FC046 – Regeneration Group – contact Proposer RESOLVED: To be discussed under item 17 below

FC048 – Queens Platinum Jubilee **RESOLVED:** Done

FC049 – Tuxford Community Group – Christmas **RESOLVED:** to be discussed under item 14 of the agenda

FC057 To receive, accept and resolve to approve any recommendations (if any) contained within the minutes/notes of the following meeting:

Planning Committee 19 May 2022 (folio ref: 2022/020-021)

RESOLVED: Proposed by Cllr JM, seconded by Cllr GF, all members noted the minutes with no further comments.

FC058 Police

Cllr GF asked for the police to be in attendance to enquire when the next Police Priority Setting meeting is scheduled for and to ask if Tuxford could have more police presence due to an increased amount of anti-social behaviour in the town.

PC Gareth Mitchell advised that meetings are still going ahead, and he would contact Cllr GF when the next meeting is.

He went on to explain that there are staff shortages and whilst that can be an issue, he assured members that he spends 70% of his time in and around Tuxford, between himself and the PCSO. He advised that although a lot of anti-social behaviour is talked about on social media, there have only been 6 official reports to the police since April 2022.

One member of the public present asked for a more active police presence, police to be seen walking around on foot. PC went on to explain the practical reasons why this is not possible. The geographical area that is covered, together with rural policing makes this difficult.

PC Mitchell asked if there had been any response to the social media post asking for volunteers to join the 'Community Speedwatch' programme.

ACTION: Clerk to email the one member of the public interested and Cllr JM to abbreviate the post and put on social media again.

FC059 Appoint Personnel Committee Member

Following the resignation of Sally Outram there is now a vacancy on the Personnel Committee.

RESOLVED: Proposed by Cllr JM, seconded by Cllr GF, all in favour to appoint Cllr MR as the seventh member of the committee

Cllr JM advised that Cllr SR would like to join the Planning Committee, so she was stepping down to allow Cllr SR to join. All members were in favour of this change.

FC060 District Councillor and County Councillor Reports

District Council

Cllr Stanniland was not in attendance at the meeting and no report was sent to the clerk prior to the meeting.

County Council

Cllr Ogle joined the meeting at 8:30pm and this was discussed after item 14 (Tuxford Christmas Market and Light Switch On).

He advised that the chief executive of Nottinghamshire County Council is leaving, along with the chief executive of VIA too. He explained that the chief executive of ARC would be supervising both ARC and VIA.

Patching (potholes) was previously undertaken by 4 gangs, which is now 8 gangs. They expected to see an increase of 25% in productivity but it's actually getting 80% efficiency. He explained that tarmac has gone up by 30% and they expect to run out of money by next year.

He asked members to look up the Nottingham Roosevelt Scholarship and promote it on social media and encourage look applicants to apply

<https://rooseveltscholarship.org/>

This unique Scholarship enables you to visit the USA for between 6 weeks and 3 months to investigate a work-related topic of your choice. If you're aged between 21 and 35 and living or working in the City or County of Nottingham, then you're eligible to apply. No formal qualifications are necessary.

ACTION: *Cllr JO to send literature to the clerk to email to all members with the information.*

Cllr SR read out the following statement to Cllr Ogle and asked for it to be minuted and for Cllr Ogle's support to getting a response to his request.

FC061 To Receive Councillor Reports

Transport – Cllr JM sought approval to set up a survey monkey survey on social media to create a petition on traffic.

RESOLVED: Proposed by Cllr JM, seconded by Cllr KR, all in favour for Cllr JM to create.

Health and Social Care – Cllr SR advised that he has still not received a response from Nottinghamshire County Council, nor MP Jenrick regarding Emergency Clothing. Adding that they had also not responded to his Freedom of Information.

Sports and Leisure – Cllr CL advised that someone local in Darlton has enquired about using Tuxford Academy's facilities one hour a week, once a week and that BPL (who run the out of hours facilities) advised it was not feasible to send someone over from Retford. There needs to be more collaboration.

ACTION: Cllr CL to find out who the chair of the trust is and send to Cllr SR to write to them.

Jobs and Businesses – Cllr SR stated that there is a trend for home working since the Covid Restrictions and increasing fuel prices and believes local people will be seeking employment closer to home. Cllr JM advised that there is an Accessibility Study being undertaken by Bassetlaw District Council (currently in draft form), looking to encourage people to come to Tuxford. Cllr KR advised that there are possible 'Finger' posts available through Cllr Ogle, but this was not expanded on. Cllr JM advised that it is in the draft town plan to have more 'brown plaques' in the town too.

FC062 Review Terms of Reference

Planning Committee

RESOLVED: Proposed by Cllr JM, seconded by Cllr KR, all in favour to approve Planning Committee terms of reference.

Finance and Services Committee

RESOLVED: Proposed by Cllr JM, seconded by Cllr KR, all in favour to approve Finance and Services Committee terms of reference.

Cllr SR asked if there was a requirement to have quarterly Finance and Services Committee meetings. It was agreed that this will be reviewed after there have been a couple of meetings in the new format.

Personnel Committee

RESOLVED: Proposed by Cllr JM, seconded by Cllr KR, all in favour to approve Personnel Committee terms of reference.

FC063 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.

To approve invoices for payment

Payments on the report attached at Appendix 'G' were approved and signed
Bank Transfers totalling £12,008.39
Direct Debits totalling £424.18
Debit Card payments totalling £595.62
Cheque payments totalling £0.00
Income received totalling **£1,611.55**

RESOLVED: Cllr GF advised she had checked through the above and agreed with the totals. Proposed by Cllr JM, seconded by Cllr KR, all members approved. Chair authorised.

Bank Account Balance of £49,522.95 was approved and Chair authorised

Bank Reconciliation/Budget Variation

Bank Account Balance at 15.06.2022 of £84,970.70 Co-op Bank,
£37,069.08 Hampshire Trust Bank and £100.00 Petty Cash float.

Clerk gave all members an up-to-date report on the expenditure, receipts, variances up to and including 15 June 2022, which was sent in advance of the meeting. She also advised that there is a £2,433.75 credit sitting on the HMRC account dating back to 2014 which the clerk has asked to be allocated to the account rather than sitting dormant.

RESOLVED: Cllr GF advised she had checked through the above and agreed with the totals. Proposed by Cllr JM seconded by Cllr KR, all members approved. Chair authorised.

FC064 Tuxford Christmas Market and Light Switch On

At the meeting held on 19 May 2022 the clerk asked the councillors to consider if it would be good to create a community group, independent of the town council that the town council could financially support for the Christmas Market, and future town events.

It was agreed by all members that this is a good idea, but it would need to be an official group, with their own bank account, policies, and regulations.

The organiser of Tuxford Winter Wonderland attended this meeting, together with the treasurer of the newly created Tuxford Community Events group.

The two members of the group addressed members to advise that they have applied to Companies House and the Community Interest Company Regulator to register as a CIC (Community Interest Company) as this ensures that it works for the benefit of the community.

The group have created a website, secured a domain name and already received offers from local businesses to support them.

They went on to add that they are looking to create community events throughout the year, but will start with the Christmas market and accept that whilst the town council will not be organizing it they would like to still be involved and will continue to liaise with the clerk (who can offer support and guidance if required).

There is an ear-marked budget of £2,535.75 for services at Christmas but this covers the cost of the Christmas tree and the shop window competition too. When the group status has been confirmed the clerk will put the request for funding on a future agenda.

RESOLVED: Proposed by JM, seconded by Cllr GF, all in favour to allow Tuxford Community Events to organise all future Christmas Markets on behalf of the town.

FC065 Litter – Lodge Lane

Cllr DP requested this agenda item but was not in attendance at the meeting.

FC066 Remembrance Sunday

Cllr KR asked for a councillor to volunteer to lay the wreath at the Remembrance Sunday event.

RESOLVED: Proposed by Cllr JM, seconded by Cllr KR, all in favour for Cllr JM to lay the wreath.

FC067 Update on Regeneration Group

Cllr KR confirmed that they are in the final stages of setting up the charity. The bank has approved them and are now awaiting confirmation from the Charity Commission.

Members NOTED this update

Cllr JM gave an update of the status of the application to register the Old Grammar School as an Asset of Community Value – she has been advised that this will be looked at by Bassetlaw District Council by Wednesday 22 June 2022.

FC068 Update – Neighbourhood Plan

Cllr RW agreed to join the Neighbourhood Plan group.

ACTION: Cllr JM to arrange a meeting with Will Wilson and the Neighbourhood Plan group.

FC069 Update – Queens Platinum Jubilee Summer Fete - Nominate Charities

The revised budget for the event was £7,000. The total cost of organising the event was £5,645.05. £584.55 was raised for local community charities from the day event.

RESOLVED: Cllr JM proposed, seconded by Cllr MR, all in favour to create a separate budget for 'Community groups' and place this £584.55 in that budget to be distributed within the community by request.

FC070 MOI

The Mine of Information are in the process of selling some of their land to Central England Co-op, using the original planning application 20/00522/FUL.

Part of the revised agreement is an irrevocable 'right of way' to allow the Town Council access to their land.

Cllr RW requested that the town council ensure there is vehicular and public right of access.

Clerk advised that the fees for the solicitors acting on behalf of the town council is £1,000, plus £15 in respect of Land Registry documents and £20 for the Land Registration fee. The town council are also required to sign the solicitor's letter of engagement.

RESOLVED: Proposed by Cllr JM, seconded by Cllr MR, all in favour to authorise the cost of £1,035 for Wilkin Chapman to act on behalf of Tuxford Town Council and for the clerk to sign and return the letter of engagement.

FC071 To receive items for information and future agenda items

- Clerk report – all councillors NOTED the contents.
- Change to advertised Finance and Services Committee meeting

RESOLVED: Proposed by Cllr JM seconded by Cllr GF, all members approved date change to 14 July 2022.

ACTION: Clerk to amend advertised date

Cllr JM asked members to consider where they think would be a good place to site the new Queens Platinum Jubilee bench. One suggestion was the corner of Ashvale Road and Lincoln Road, or outside Mellors Garage on Newark Road.

Future agenda items:

- Planting Daffodils – Cllr KR
- The Beeches Community Centre – Cllr JM
- The Scout Hut – Cllr JM
- Capital Funding Ideas – Cllr JM

FC072 Date of next meeting: Scheduled for Thursday 21 July 2022

Clerk advised that she will be on annual leave on this date and asked if the members would like to re-arrange the meeting to Thursday 28 July 2022.

RESOLVED: Proposed by Cllr JM seconded by Cllr GF, all members approved date change.

ACTION: Clerk to amend advertised date

The Chair thanked Councillors for their contributions to the meeting.

With there being no further business, the meeting closed at 9:14pm.

CHAIRMAN'S SIGNATURE..... DATE