

## Minutes of the Full Council Meeting

held THE BEECHES COMMUNITY CENTRE, Birch Court, Tuxford on Thursday  
18 August 2022, commencing 7:00pm

**PRESENT:** Cllrs J Moorhouse (Chair) E Bett (arrived at 7:10pm), P Downing, G Frost, K Rutherford, and R Walker.

**IN ATTENDANCE:** Clerk, District Councillor Stanniland and three members of the public were also present

### **FC100 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.

### **FC101 Apologies for Absence**

Cllrs D Clark, C Longmore, M Richards, and S Richardson. District Councillor S Isard.

**RESOLVED:** Reasons for apologies were given and accepted.

There were no apologies received from Cllr C Waugh. County Councillor Ogle was also not in attendance.

### **FC102 Declarations of Interest**

There were no declarations of interest.

### **FC103 Minutes of the previous meeting held on 28 July 2022 (folio ref 2022/050-058)**

**RESOLVED:** Proposed by Cllr JM, seconded by Cllr RW, all in favour 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.

### **FC104 Action Update from previous meeting**

*FC138* – Cherry Blossom Trees – **ONGOING. ACTION:** As Cllr DC was 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: RESOLVED:** Proposed by Cllr PD, seconded by Cllr GF, all in favour for Cllr JM to draft a letter to Bassetlaw District Council to ask how the capital expenditure has been allocated for the top 5 towns/villages within Bassetlaw District Council boundary. Cllr Stanniland suggested that a letter is sent to the new political leader, after they've been appointed at the end of September 2022, as well as new leader of the District Council **ACTION:** Cllr JM to write letter on behalf of the town council.

2022/067

*FC165 – Parking/Congestion Letter to Bassetlaw District Council: ONGOING:* Response received from NCC – will be monitoring the parking in the evenings.

**ACTION:** Clerk to note times on the next quarterly report.

*FC185 – Collate register of Community Groups in Tuxford – RESOLVED:* Tuxford Community Events have approached the community to ask for the same information. Important not to duplicate information but to work together. **ACTION:** Clerk to approach the group to see if they will share this information.

*FC203 – Greenfield Sports Facilities -ONGOING:* Cllr CL was not in attendance an update was not available

*FC008 – District Council Report – relay funding request information is known and chase Asset of Community Value response – Cllr Stanniland – ONGOING:* Clerk advised that the district council have acknowledged the application and now have until 23/09/2022 to decide whether to accept the request.

*FC008 – Surface Flooding – Lincoln Road – Cllr Ogle – ONGOING.* Cllr Ogle was not present, this was not discussed. Cllr SR (via email has asked for drainage and infrastructure be added to September 2022 agenda)

*FC012 – Newark Road Car Park – ONGOING: ACTION* Cllr JM has written to the head of Tuxford Primary Academy but to date no response has been received. Cllr JM to follow up

*FC018 – Newark Road Car Park – Electric Points – Awaiting response from the company approached and co-op are in talks with their developer regarding the Ashvale Road site.*

*FC058 – Police – Community Speedwatch – social media NOTED:* Close this motion, as PC Mitchell did not provide further information.

*FC061 – Sports and Leisure – Chair to trust ACTION:* As Cllr CL was not in attendance an update was not available

*FC089 – Memorial Safety Checks ACTION:* Further research is required. **ACTION:** Place on future agenda

*FC092 – Daffodils – Obtain quotes ACTION:* Cllr KR has not managed to obtain quotes yet.

**FC105 To receive, accept and resolve to approve any recommendations (if any) contained within the minutes/notes of the following meeting:**

Planning Committee 28 July 2022 (folio ref: 2022/048-049)

**RESOLVED:** Members noted minutes. There were no recommendations.

**FC106 Appoint Committee Members on the following:**

Cllr JM proposed that this item be deferred until the next meeting, to enable newly appointed councillors the opportunity to join the Finance and Services Committee and Personnel Committee, seconded by GF, all in favour.

**ACTION:** Clerk to put on September 2022 agenda.

## **FC107 District Councillor and County Councillor Reports**

### *District Council*

*Cllr Stanniland advised that after five years of consultation Bassetlaw District Council have submitted their local plan, it is anticipated that it will be released early 2023.*

*After ten months of discussion, larger litter bins have been installed in the centre of Tuxford town centre. These are metal and more in keeping with the conservation area.*

*Tuxford, as part of a scheme organised by Bassetlaw District Council will be receiving free sunscreen stations. Cllr Stanniland did not have any further information at this time as to when and where these will be located.*

*A current levelling up fund of £85,000 is available for parks. He advised that the whole of this money will be spent on parks in Worksop.*

*Cllr JM asked Cllr Stanniland to provide more information on the £3 million funds available for village halls. **ACTION:** Cllr LS to advise*

### *County Council*

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

The meeting was adjourned to allow questions from the public at 7:41pm.

*One member of the public asked when the grass/compost and soil is being removed from the cemetery. This was answered by the clerk, this information is recorded under item **FC111 Cemetery** below.*

There were no further comments from the other members of the public present.

Cllr JM resumed the meeting at 7:43pm

## **FC108 Town Councillor Vacancies**

Clerk advised that three applications have been received, one applicant was at the meeting, one is a returning councillor, and the other applicant could do make this evenings meeting.

Whilst this is not a legal requirement, Cllr JM asked the applicant at the meeting whether they wished to attend a couple of meetings to ensure there wish to join as a councillor. Each applicant, as there are more vacancies that applications are welcome to join the town council immediately.

**RESOLVED:** All in favour to welcome the three applicants.

**ACTION:** Clerk to send Register of Members' Interests forms to the applicants to complete and arrange their Declaration of Acceptance of Office paperwork to be available for the next scheduled Full Council meeting.

### **FC109 To Receive Councillor Reports**

*Housing* – Nothing to report

*Roads* – Cllr PD advised that A1 fencing request is still ongoing. The application is going through an evaluation.

*Transport* – Cllr PD asked Cllr JM for an update on the traffic monkey survey. Cllr JM advised that the company undertaking the town plan has approached Nottinghamshire County Council who have advised that the town council need an independent traffic survey, that will cost in the region of £4,000. She has asked for them to reaffirm exactly what they want. It was suggested that Kirton Parish Council may wish to be involved in this. Cllr JM to continue to liaise with the relevant people.

*Green Tuxford* – Nothing to report

*Infrastructure* – With the recent heavy rainfall there has been problems noted with the drainage. Cllr PD asked the clerk to obtain a map of the underground sewage system. She informed members that she has spoken with Severn Trent water who would not give her this information, she is awaiting a response back from digdatconnect. **ACTION:** Will report back at the next meeting. To put drainage on the agenda.

Cllr PD suggested that it may be wise to create a working group to tackle the drainage issues in the town and ask for Severn Trent bosses to attend meeting to discuss ongoing issues, in particular Lincoln Road, under the A1 bridge.

*Health and Social Care* – Nothing to report

*Sports and Leisure* – Nothing to report

*Village Hall Grounds* – Cllr JM advised that she had met with a representative of Bassetlaw District Council at the play area on the ex-village hall site. She advised that whilst the town council own the play equipment it is part of an agreement that the district council inspect and maintain it. She enquired whether it could be moved around and also advised that there will be a youth survey being conducted shortly to ascertain what the children and young adults of Tuxford would like in the town. This will form part of the town plan and the Neighbourhood Plan.

Cllr KR advised that Tuxford Primary Academy have agreed for Cllr KR and Cllr RW to go into the school to carry out a survey there and it was suggested that Cllr CL may be able to organise the same thing at Tuxford Academy. It is also hoped that Cllr CL may be able to assist in reviving a junior council too.

**ACTION:** Cllr KR and Cllr RW to liaise with Cllr CL.

*Jobs and Businesses* – Nothing to report

**FC110 To review and approve the following policies**

- Data Protection/GDPR

**RESOLVED:** Proposed by Cllr JM, seconded by Cllr KR, all in favour to approve the Data Protection/GDPR Policy

- Investment Strategy

**RESOLVED:** Proposed by Cllr JM, seconded by Cllr KR, all in favour to approve the Investment Strategy Policy

- Privacy Notice for Councillors

**RESOLVED:** Proposed by Cllr GF, seconded by Cllr KR, all in favour to approve the Privacy Notice for Councillors

- Privacy Policy

**RESOLVED:** Proposed by Cllr JM, seconded by Cllr RW, all in favour to approve the Privacy Policy

- Civility and Respect – Pledge and Policy

**RESOLVED:** Proposed by Cllr KR, seconded by Cllr JM, all in favour to approve the Civility and Respect/Pledge and Policy

**FC111 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 'i' were approved and signed  
Bank Transfers totalling £8,865.48  
Direct Debits totalling £719.96  
Debit Card payments totalling £136.50  
Cheque payments totalling £0.00  
Income received totalling **£855.00**

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

Bank Account Balance of £58,591.79 was approved and Chair authorised

*Bank Reconciliation/Budget Variation*

Bank Account Balance at 16.08.2022 of £58,591.79 Co-op Bank,  
£37,161.75 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 16 August 2022, which was sent in advance of the meeting.

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

*External Audit Report – Annual Governance Statement 2021.22*

**RESOLVED:** Cllr GF advised she had checked through the completed Annual Governance Statement and agreed it's content. All members noted and approved its content.

**FC112 Cemetery**

*Removal of soil and surplus grass*

Clerk has approached a few companies to remove the excess soil and decomposing grass in the cemetery. No quotes have been received to date.

Cllr SR (in his absence) had advised that he is able to assist in providing transport and a mini digger to enable the grounds maintenance staff to undertake the work. It is imperative that the work is carried out as soon as possible, whilst the weather conditions are good.

**ACTION:** Clerk to liaise with Cllr SR to borrow machinery for the grounds maintenance staff to undertake the work.

*Request for a commemorative tree, bench, or plaque.*

Clerk advised that a resident of Tuxford has enquired whether they can place have something in the cemetery to remember their son (who is not laid to rest in the cemetery).

**RESOLVED:** Proposed by Cllr JM, seconded by Cllr GF, all in favour to authorise whichever commemorative item the family wish to have

**ACTION:** Clerk to liaise with the family and make the final decision.

**FC113 Christmas**

*Christmas Presents* - Clerk advised that external funding is available from the County and District Councillors for Christmas presents.

**ACTION:** Clerk to provide the information to the Tuxford Community Events group so they can apply directly for funding.

*Christmas Donation*

**RESOLVED:** Proposed by Cllr JM, seconded by Cllr RW, all in favour to donate £1,000 to Tuxford Community Events to support the Christmas Market and Light Switch On event, scheduled for Sunday 04 December 2022.

Cllr JM suggested that the town council still address the community at the light switch on event and pass the official 'pressing of the button' to Father Christmas.

**ACTION:** Cllr GF to liaise with Tuxford Community Events to organise this.

**ACTION:** Clerk to obtain quotes on doing more lamp post Christmas Trees for Eldon Street and Ollerton Road.

**ACTION:** Clerk to get an electrician to check and replace faulty light sockets to the wall mounted Christmas trees.

**FC114 The Beeches Community Centre**

Cllr JM proposed that the town council approach the representative at Bassetlaw District Council to enquire about the potential sale of the community centre, as she felt that it is important that this asset, paid for by community money, is retained for the community. She would still like to see Tuxford Community Events maintain and run the community centre but if anything should happen to the Community Interest Company, that the community centre is safe from being sold on.

Cllr PD advised that financial information on the running costs of the community centre is not available, as they group together the ten community centres in the district.

He also wished to note on record that he does not approve of this proposal and will not support it, as it was agreed at the meeting of 14 July 2022 that the town council supported, in principle, Tuxford Community Events taking over the ownership of the community centre.

**RESOLVED:** Proposed by Cllr JM, seconded by Cllr GF, with a vote of five to one, it was resolved that the Clerk contact Bassetlaw District Council to express the council's interest and obtain further information.

**ACTION:** Clerk to contact Bassetlaw District Council.

**FC115 Gilbert Avenue Playing Field**

Cllr JM proposed that the town council approach Bassetlaw District Council to ask for them to gift the playing field to the town council, or at least extend the lease by another 25 years.

Cllr RW agreed, as this site should be part of the consideration when forming the new Neighbourhood Plan.

**RESOLVED:** Proposed by Cllr JM, seconded by Cllr GF, all in favour for Cllr JM to write to the district council.

**ACTION:** Clerk to send previous correspondence to Cllr JM, Cllr JM to compose a letter.

#### **FC116 Ex Village Hall Site – Play Area**

Discussed above, under item FC109.

#### **FC117 Severn Trent Water - Lincoln Road**

Discussed above, under item FC109.

#### **FC118 New Tuxfordian**

Cllr PD advised that he has set up a Community Interest Company to revive the Tuxfordian.

It will be called New Tuxfordian and he, along with Malcolm Lane-Ley are directors of the company and Cllr Outram will be a managing director.

It is hoped that the first publication will be before the end of the year.

#### **FC119 Nottinghamshire Events**

Cllr KR advised that he receives emails on events happening around Nottinghamshire and he will start sharing with the town council, the community groups in the town and now the New Tuxfordian.

#### **FC1120 Update on Regeneration Group**

The Regeneration Group have applied to the charity commission for full charity status.

There will be a formal website created.

#### **FC121 Update on Neighbourhood Plan – including Pilot Scheme Agreement**

Cllr RW proposed that the town council approve the Pilot Scheme Agreement. He advised that there will not be a plan that comes from it but what it will do is engage the community to gauge their views and give priority statements.

As this is driven by the district council to is hoped that they will in turn support the town councils Neighbourhood Plan to get it adopted.

**RESOLVED:** Proposed by Cllr RW, seconded by Cllr KR, all in favour.

**ACTION:** Clerk to contact Bassetlaw District Council to formally accept taking part in the pilot scheme.

**FC122 To receive items for information and future agenda items**

- Donation Request

Clerk has received an application from Walks of Life Museum for £1000 towards a mower, costing £3,400. The balance will be funded by their recent machinery sale.

**RESOLVED:** Proposed by Cllr GF, seconded by Cllr JM, all in favour to approve the £1000 donation.

Clerk to action under her delegated powers, to ratify at the next Full Council meeting.

**ACTION:** Clerk to liaise with Walks of Life Museum and place on next agenda.

- Defibrillator Training

Cllr JM advised that she is looking into having some defibrillator training (adults and children) at the Beeches Community Centre. When further information is available, she will advise and advertise.

- Drainage/Infrastructure – Cllr SR (via email prior to the meeting)

**FC123 Private and Confidential - Staffing**

Cllr JM read out the following statement.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 PRIOR TO THE COMMENCEMENT OF THE NEXT BUSINESS, THE FOLLOWING RESOLUTION WAS PROPOSED, SECONDED AND

“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”

Members of the public that were present left the meeting at 8:58pm.

- Staffing

**FC124 Date of next meeting:** Scheduled for Thursday 15 September 2022

The Chair thanked Councillors for their contributions to the meeting.

With there being no further business, the meeting closed at 9:05pm.

CHAIRMAN'S SIGNATURE..... DATE .....