

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

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**Full Council Meeting of Tuxford Town Council  
held The Beeches Community Centre, Birch Court, Tuxford  
at 7pm on Thursday 20 April 2023**

## **MINUTES**

**Present:** Cllrs J Moorhouse (In the Chair), P Downing, G Frost, M Harris, R Patman, M Richards, S Richardson, K Rutherford, J Temple, R Walker, E Cupit Atkin

**In Attendance:** Lynda Ogilvie (Locum Clerk) Cllr L Stanniland, and 7 members of the public.

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

Chair informed those present that the meeting would be recorded for the purpose of producing accurate Minutes.

**2. Apologies for Absence**

Apologies were received from Cllrs Betts and Nicholls

**3. Declarations of Interest and remind councillors to ensure their Register of Interest Information is current and up to date.**

There were no Declarations of Interest made

**4. Minutes of the previous meeting held on 16 March 2023 (folio ref 2022/154-158)**

[Appendix a](#)

With an amendment to Minute FC240 to include the words 'Gilbert Avenue', the Minutes were approved as a Correct Record and signed, proposed Cllr Moorhouse, seconded Cllr Downing and all members in favour.

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## 5. District Councillor and County Councillor Reports

### 5.1 District Council

Cllr Stanniland explained the background to the removal of the glass recycling containers at The Beeches. It is hoped that a more appropriate site can be found in the town, but it will require good access for the lorries which remove the glass. Investigations into possible sites are ongoing. There is also the possibility that household kerbside collections may be started.

### 5.2 County Council

Cllr J Ogle attended the meeting at 8.00. He was informed of concerns which had been expressed during the open part of the meeting about the slip road off the A1. There have been incidents of cars trying to access the A1 from the slip road, and it is felt that action should be taken to ensure that drivers understand that there is no access to the A1 at this point. Better signage would help. Cllr Ogle suggested that VIA should be contacted for their advice and help in the first instance.

## 6. Update – Town Plan and Neighbourhood Plan (Cllr's RW/KR)

Cllrs Walker and Rutherford updated members on the Neighbourhood Plan. The recent drop in day had been very successful, with 31 families in attendance. A further session is planned for 23 May, location to be advised. The same format will be retained, but the event will be open longer to allow working people to attend.

***The meeting will adjourn to allow for questions from the public, then re-convene for the following items***

## 7. Finance

### 7.1 To approve invoices for payment – to be presented at Council.

Cllr Rutherford proposed approval, seconded by Cllr Cupit Atkin, all members in favour.

### 7.2 Bank Reconciliation/Budget Variation Report – [appendix b](#)

Cllr Frost proposed that the Reconciliation be noted and approved, seconded by Cllr Moorhouse, all members in favour.

### 7.3 To discuss and approve Internal Auditors Year End 2022/23 final report – [appendix c.](#)

Cllr Rutherford proposed approval of the Internal Auditors Year End final report, seconded by Cllr Moorhouse, all in favour.

### 7.4 Asset Register – to approve total assets (from register) 2022/23 – [appendix d](#)

It was noted that meters should be added to the Asset Register, otherwise the Asset Register was approved,

### 7.5 To note 2023.24 Precept - [appendix e](#)

Precept was noted.

Council members wished to record their thanks to Clare Fox, Town Clerk, for her excellent work in preparing the above reports and information.

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## **8. Annual Governance & Accountability Return (AGAR) 2022/23**

### **8.1 Approve Statement of Accounts (including Petty Cash) – appendix f**

Statement of Accounts was approved, proposed Cllr Rutherford, seconded Cllr Richards, all in favour.

### **8.2 Approval of Annual Governance Statement – appendix g**

Annual Government Statement was approved, proposed Cllr Rutherford, seconded Cllr Cupit Atkin, all in favour.

### **8.3 Approval for Chairman & Clerk to sign the Annual Return**

Members approved Chair and Clerk signing the Annual Return

## **9. Newark Road Car Park/Tree Removal (Cllr JM/SR)**

Cllr Richardson updated members on the tree at the car park which had fallen on a parked car, with no personal injuries reported. The tree has been partially cut down, but the remainder, which is on Council-controlled land, needs to be completely removed. Two quotes have been received, one for £1700 and one for £600. The £1700 will need revision because it was made prior to part of the tree being removed. Cllr Richardson will deal with this.

Cllr Richardson proposed that Council approve removal of the tree up to a budget of £1700, seconded by Cllr Moorhouse, and all in favour.

It was further agreed that, as a matter of urgency, the area will be cordoned off until removal has been completed. Cllr Richardson will speak to handymen to action this immediately.

## **10. The Beeches Community Centre – Update (Cllr JM)**

Tuxford Town Council still awaits information requested about the survey of the building and also running costs. It was noted that the survey which has been carried out did not include the roof space, and there is concern about asbestos. Notwithstanding this, it was agreed that TTC should start negotiations with BDC to take over The Beeches Community Centre.

It was also noted that there could be sources of funding which could assist Tuxford Town Council with the purchase and/or upgrade of the building as required.

Arrangements will be made for an initial meeting to discuss next steps and Councillors will be contacted for their availability.

## **11. Gilbert Avenue Playing Field – Update (Cllr JM)**

This matter has yet to go to Cabinet, as BDC are still waiting for responses.

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**12. To receive items for information and future agenda items**

- Co-op – access to new building over Council land
- Traffic and parking, to include the slip road off the A1 which is not clearly signed as not being an access to the A1
- CIL money

**Prior to the following item, Chair read out a statement advising that the following item was a Confidential matter in accordance with the Public Bodies Admission to Meetings Act 1960 1(2) and as such press and public would be excluded from the meeting. Members of the public present duly left the room for the following item.**

**13. Staffing – Private and Confidential**

- To approve the minutes and recommendations of Personnel Committee meeting held on Tuesday 18 April 2023 – [appendix h](#) (to be sent prior to the meeting)

Cllrs Moorhouse and Robertson reported on the meetings which had taken place with the Clerk, and went through the recommendations made by the Personnel Committee.

Cllr Moorhouse proposed that the Personnel Committee recommendations be approved and taken forward, seconded by Cllr Rutherford, and all in favour.

- Clerk

Following approval of the Personnel Committee recommendations, arrangements will be made to discuss the recommendations with the Clerk in order to agree with her how the recommendations will be implemented, and support her in a phased return to work.

**14. Date of next meeting: 18 May 2023 (Annual Meeting of the Town Council)**

**There being no further business, Chair thanked everyone for attending and closed the meeting at 8.55 pm.**

**Approved as a Correct Record and Signed**

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**Chair**

**18 May 2023**

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