

Minutes of the Full Council Meeting

**held THE BEECHES COMMUNITY CENTRE, Birch Court, Tuxford on Thursday
23 February 2023, commencing 7:00pm**

PRESENT: Cllrs J Moorhouse (Chair of the meeting), E Bett, E Cupit-Atkin, P Downing, G Frost, M Harris, R Patman, S Richardson, K Rutherford, and R Walker.

IN ATTENDANCE: Clerk, District Councillor Stanniland, County Councillor Ogle (from 7:19pm) and fourteen members of the public were also present.

FC217 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.

FC218 Apologies for Absence

Councillor M Richards and District Councillor Isard

RESOLVED: Reasons for apologies were given and accepted.

FC219 Declarations of Interest

There were no declarations of interest.

FC220 Statement from the Chairman

Cllr JM read out a statement regarding conduct at meetings. A copy of the statement is available by request to the Clerk.

FC220 Minutes of the previous meeting held on 19 January 2023 (folio ref 2022/131-140)

Cllr KR stated that he wished for it to be on record that folio reference FC202 Tuxford Regeneration and Facebook Posts that his comments made on Facebook were not as a councillor nor a trustee of Tuxford Regeneration but were made as a personal post. Members NOTED and agreed to include this amendment.

RESOLVED: Proposed by Cllr RW, seconded by Cllr KR, 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 (with the above amendment noted and recorded).

FC221 To Ratify the decision made by the Clerk – New Committee Members for Finance & Services, Planning and Personnel Committees (as agreed at 19 January 2023 meeting).

RESOLVED: Proposed by Cllr MH, seconded by Cllr KR, all in favour of the actions taken by the clerk on 19 January 2023 to update members on the committees.

FC222 Action Update from previous meeting

FC156 (20.01.2022) – CIL Letter to Bassetlaw District Council and *FC179* – Assistance re CIL money at Bassetlaw District Council – **ONGOING:** **ACTION:** Cllr JM to response to Cllr Naish for further clarification. Cllr PD to check back on dates regarding original length of time for request.

FC018 (21.04.2022) – *Newark Road Car Park – Car Park and Electric Points* – Clerk undertook a land registry search, as requested. **RESOLVED:** It was determined that this is not a viable option but parking in Tuxford needs to be looked at further. Newark Road car park – electric points. Company approached advised that the cost for installation of these points is not cost effective. Currently in talks with other companies. **ONGOING.**

FC115 (18.08.2022) – *Gilbert Avenue Playing Field* – Initial response was that the request to extend the lease has been denied. A further meeting with Bassetlaw District Council and the chairman has been arranged for 24.02.2023. Update will be given when available.

FC156 (20.10.2022) – *Solar Panels – EPC's* – **RESOLVED:** Cllr Ogle had no further information.

FC159 (20.10.2022) – *Floral Displays* **ACTION:** North Notts Bid are not sponsoring town floral displays this year. It was suggested by Cllr MH to post on social media asking if the community would like to contribute to the displays around the town (as in providing flowers). Clerk to look at alternative options **ACTION:** Proposed by Cllr MH, seconded by Cllr ECA, all in favour for Cllr MH to make a social media post to gauge interest.

FC197 (19.01.2023) – *Clarification of Beat Officer* – **RESOLVED:** Confirmation received from PC Mitchell on 20/01/2023 confirming that he is still the Rural Crime Specialist (Beat Manager in other words).

FC198 (19.01.2023) – *Councillor Application - IN* **RESOLVED:** Clerk spoke with applicant who advised that they still wished to be co-opted and will attend a further full council meeting.

FC199 (19.01.2023) – *Traffic/Parking – make enquiries to NCC.* **ONGOING:** Clerk has made contact and has been referred to Joanne Horton at VIA East Midlands. Awaiting a response.

FC201 (19.01.2023) *Finance – Submit Precept and Organise opening a new bank account.* **RESOLVED:** Clerk actioned.

FC202 (19.01.2023) – *Response from Bassetlaw District Council* **RESOLVED:** Discussed under item 14 below.

FC204 (19.01.2023) *Capital Projects – chase Bassetlaw District Council* **RESOLVED:** Cllr RW confirmed that the window for applying is still open and awaiting 'expression of interest' forms to consult and complete.

FC205 Cinder Path – contact EM Parish Council **RESOLVED:** Cllr RW confirmed that he has received initial support from the chairman of East Markham Parish Council, who will take it to their parish council meeting. Next step will be to jointly make an application to change its status to a bridleway.

FC206 (19.01.2023) – *Pollution Monitors – to purchase* **RESOLVED:** Purchased and given to Cllr RW. Now with Cllr PD. He asked if councillors would consider collecting the data and he will be happy to analysis it. ECA suggested that one be placed in the

school, with Cllr MH suggesting the school may like to create a project from collecting the data. No decision was made regarding this and who and where the data will be collected.

FC208 (19.01.2023) – Grant Application – to respond **RESOLVED**: Done.

FC210 (19.01.2023) – Request Extra Ordinary Meeting **RESOLVED**: Request made to the chairman 17.02.2023. This has been rejected. Cllr PD will now contact the clerk to call the meeting personally, with the backing of Cllr KR.

FC214 (19.01.2023) – Future Agenda Items **RESOLVED**: On agenda.

FC223 To receive, accept and resolve to approve any recommendations (if any) contained within the minutes/notes of the following meeting:

Planning Committee 19 January 2023 (folio ref: 2022/129-130)

RESOLVED: Proposed by Cllr KR, seconded by Cllr SR, all in favour that the minutes of the meeting held above, having been circulated prior to the meeting, were noted.

FC223 Councillor Applications – councillor applications and new councillors to sign Declaration of Acceptance of Office.

- *Councillor Applications*

- Mrs Jean Temple

RESOLVED: Proposed by Cllr KR, seconded by Cllr RW, all in favour to accept Mrs. Temple's application.

- *New Councillors to sign declaration of acceptance of office and return Register of Members' Interests*

Cllr IN returned his Register of Members' interests form to the clerk. A form was given to Cllr JT to complete and return.

RESOLVED: Declaration of Acceptance of Office were signed by Cllr J Temple and Cllr I Nicholls. Subsequently signed by the clerk. New councillor email addresses issued.

FC225 Update – Town Plan and Neighbourhood Plan – Cllr RW

Cllr's KR and RW gave an update on the meeting with coding experts and their forthcoming visit to Tuxford, scheduled for 07 March 2023. The aim is to design a profile for the town.

Cllr RW gave a background on the importance of a Neighbourhood Plan and encouraged those present to join the group, as community engagement is paramount. A form was available for the public to put their names down if they wished to join the group.

The meeting was adjourned to allow questions from the public at 8:28pm.

One member of the public asked what the vision for Tuxford is regarding the Neighbourhood Plan. Cllr RW responded.

Another member asked about The Old Grammar School, as they felt it was important that the town council should find out what the plans are from The Reads Exhibition Foundation. Cllr PD agreed and suggested that the town council write to this charity and the Mine of Information to gather information. Cllr MH suggested that organizing a meeting may be an option. None of this was not agreed nor voted on to action.

Cllr MH stated that the information outside the Old Grammar School stated that the mortarium is until 23 August 2023, District Councillor Stanniland confirmed that during this time the property can be marketed and can receive offers.

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

Cllr JM reconvened the meeting at 8:58pm.

FC224 District Councillor and County Councillor Reports

At the request of the District and County Councillors present, the chairman deferred this item until after questions from the public.

County Council

Cllr Ogle discussed parking issues and suggested that the town council apply to Bassetlaw District Council to request they expand car parking in front of Tuxford Primary Academy.

He had spoken with Gary Wood, and they are looking to get more effective enforcement in Tuxford regarding parking on double yellow lines.

Cllr KR asked about sewers along Ashvale Road, as it appears they are full of tree roots. Cllr Ogle suggested that Severn Trent Water are contacted.

One member of the public asked about pot holes and the general wear on the roads. Cllr Ogle suggested that the sharp frost was a major factor and asked that people continue to report the issues directly on the Nottinghamshire County Council website.

District Council

Cllr Stanniland advised that a report had been submitted to Scrutiny to sell the Beeches Community Centre, this will give them the option to sell, not they necessary will sell the building.

Council tax increase of 2.9% to Bassetlaw District Council has been approved.

He has put a motion to Full Council to purchase a pollution sensor to monitor particulate matter, at a cost of around £15,000, and suggested that the town council write to Cllr Naish to support the motion for the residents of Tuxford.

ACTION: *Chairman and Clerk to collate a letter and send*

FC226 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 'e' were approved and signed.
Bank Transfers totalling £8,819.45.
Direct Debits totalling £304.98.
Debit Card payments totalling £301.44.
Cheque payments totalling £0.00.
Income received totalling **£0.00**.

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

Bank Account Balance of £62,424.13 was approved and Chair authorised.

Bank Reconciliation/Budget Variation

Bank Account Balance at 16.02.2023 of £62,424.13 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 February 2023, 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 RW, all members approved. Chair authorised.

Internal Control Testing 2023.24

All relevant paperwork was sent electronically to all members prior to the meeting. It was undertaken by Cllr Moorhouse and Cllr Richards on Tuesday 21 February 2023.

RESOLVED: Proposed by Cllr RW seconded by Cllr GF, all members approved. Chair authorised.

Artificial Christmas Tree

ACTION: Clerk advised that she has applied for funding for this tree, will not be confirmed until September 2023. Diarised in the clerk's diary to update when a decision has been made in September.

FC227 To Review the following policies.

- Risk Management Scheme

RESOLVED: Proposed by Cllr KR, seconded by Cllr GF, all in favour to approve the Risk Management Scheme.

FC228 Council Code of Conduct

Cllr SR asked that members who have concerns bring them to the council and asked that the Code of Conduct and Social Media policies are read and adhered to.

Copies were given to all councillors present.

FC229 Parking/Traffic – Discuss creating a traffic working group.

Cllr MH proposed for an Extra Ordinary meeting to discuss traffic in Tuxford, this was seconded by Cllr ECA, all in favour.

ACTION: Cllr MH will be required to provide a report for the meeting and then the clerk will organise one at the next available opportunity.

FC230 Tuxford Working Men's Club Car Park

Cllr SR declared an interest in this item, as a member of the committee for Tuxford Working Men's Club.

He went on to state that there are parking challenges for the town that need to be looked at in a cohesive way and suggested that the businesses that currently have parking have a meeting to discuss how this can be addressed. It is appreciated that the parking deficit will be looked at within the Neighbourhood Plan too.

No decision was made on this.

FC231 NHS Sculpture – Cllr ECA

Cllr ECA updated members on a sculpture that was designed and made in recognition of the NHS, Key Workers and Children during Covid.

She asked that it be placed in a prominent area of the town, suggesting the market place, Ashvale Road junction with Lincoln Road.

ACTION: Cllr ECA to liaise with the clerk to suggest a few areas so that the clerk can investigate whether these areas are possible with licencing and report back.

FC232 Communicating with the Community – Cllr RP

Cllr RP stated that she felt that the town council are failing to communicate effectively with the community and suggested that a newsletter or advert be put out.

Cllr PD stated there is a free community magazine that he is hoping to launch called The Clays, but it requires some initial investment to get it up and running.

One member of the public stated that there needs to be some transparency over what happened to the village hall money, another member of the public stated that the cycle needs to be broken and that the town council needs to make it their point in finding out what is happening, be accessible and gain trust.

No decision was made on this.

Due to the meeting exceeding 3 hours Cllr JM made a motion to close the meeting at 10:03pm. Please refer to 3x of the Standing orders.

The following business on the agenda for the meeting was adjourned to another meeting.

- **Council Reform**
- **Pollution (letter of support for District Councillor) – Cllr PD**
- **Mini Parks – Cllr PD**
- **Gilbert Avenue Playing Field – update.**
- **Kings Coronation (Cllr JM)**
- **The Beeches Community Centre**
- **Clerk Report**
- **Update on Regeneration Group**
- **To receive items for information and future agenda items.**
- **Private and Confidential – Recruitment/Staffing and Land Registry**
- **Date of next meeting**

Clerk would like to remind all councillors consider 9(b) of the standing orders, where no motion may be moved at a meeting unless it is on the agenda and the mover has given written notice of its wording to the Proper Officer at least 7 clear days before the meeting. Clear days do not include the day of the notice or the day of the meeting.

This enables the clerk to provide information on the proposed motion to all councillors when they are submitting the agenda pack and for all councillors to be able research the proposal prior to the meeting, thus enabling them to make an informed vote.

Next meeting will be Thursday 16 March 2023.

The Chair thanked Councillors for their contributions to the meeting.

With there being no further business, the meeting closed at 10:06pm.

CHAIRMAN'S SIGNATURE..... DATE