

Minutes of the Full Council Meeting

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

PRESENT: Cllrs J Moorhouse (Chair) E Bett, D Clark, G Frost, S Outram, R Patman, M Richards, and S Richardson.

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

FC124 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.

FC125 Apologies for Absence

Cllrs P Downing, C Longmore, K Rutherford, and R Walker. District Councillor S Isard.

RESOLVED: Reasons for apologies were given and accepted.

County Councillor Ogle was also not in attendance.

FC126 Declarations of Interest

There were no declarations of interest.

FC127 New Councillors to Sign Declaration of Acceptance of Office

RESOLVED: Cllr's SO and RP signed their Declaration of Acceptance of Office in the presence of members and the clerk duly signed the paperwork.

E Corby was accepted at the full council meeting on 18 August 2022 but subsequently sent her apologies of no longer wishing to join the town council due to a change in her circumstances. As she had not signed her declaration of acceptance of office there is not the need to tender a resignation.

Members welcomed the new councillors to the town council.

FC128 Minutes of the previous meeting held on 18 August 2022 (folio ref 2022/066-076)

RESOLVED: Proposed by Cllr GF, seconded by Cllr MR, 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.

FC129 To Ratify the decision made by the Clerk – Funding Request – Walks of Life Museum

RESOLVED: It was proposed by Cllr JM, seconded by Cllr GF, all in favour to support this funding request at the meeting held on 18 August 2022. This payment was made under the clerks' delegated powers and ratified by all at this meeting.

FC130 Action Update from previous meeting

FC138 – Cherry Blossom Trees – ONGOING. ACTION: As Cllr DC was not in attendance an update was not available. **RESOLVED:** It was decided that this was no longer viable with the forthcoming building works scheduled for the site and it would be re-visited at a later date.

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 at the beginning of October 2022, now that there is a new leader of the district council, Cllr James Naish.

FC203 – Greenfield Sports Facilities - RESOLVED: Cllr CL was not in attendance an update was not available, Cllr SR felt that this should be covered in the Neighbourhood Plan and will ensure that it is.

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. Clerk chased for a response on 26/09/2022

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

FC018 – Newark Road Car Park – Car Park and Electric Points – Headmistress at Tuxford Primary Academy confirmed that the school cannot redevelop part of their playing field into a staff car park siting that the playing field is protected and cannot apply for a change of use. Still awaiting response from the company approached and co-op are in talks with their developer regarding the Ashvale Road site. **ACTION:** Cllr JM to go back to the school to ask them to obtain further clarity and ask them to re-visit that decision as there are currently 17 teachers that use the public car park.

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 - ongoing

FC092 – Daffodils – Obtain quotes NOTED: Clerk purchased bulbs to be planted around all millennium stones around the town.

FC113 – Light Switch On – NOTED: Cllr JM and Clerk met with one of the directors of Tuxford Community Group. *Electric Sockets –* 3 quotes obtained. Discussed under item 21. *Additional trees along Eldon Street and Ollerton Road –* There are 9 trees available to make more up. To be discussed under item 21 of the agenda.

FC114 – *The Beeches Community Centre* – On the agenda (item 17).

FC115 – *Gilbert Avenue Playing Field* – On the agenda (item 15).

FC121 – *Accept Pilot Scheme* - **RESOLVED**: Clerk accepted, and once checked over by Cllr RW an ‘Expression of Interest’ will be sent to Locality for technical support.

FC131 To receive, accept and resolve to approve any recommendations (if any) contained within the minutes/notes of the following meeting:

Personnel Committee 18 August 2022 (folio ref: 2022/063-065)

RESOLVED: Proposed by Cllr GF, seconded by Cllr JM, 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, as part of the Private and Confidential section of the meeting held on 18 August 2022.

FC132 Appoint Committee Members on the following:

There is one vacancy on each of the following committees.

- Finance and Services Committee (1 member required)

RESOLVED: Proposed by Cllr JM, seconded by Cllr GF, all in favour to appoint Cllr SO.

ACTION: Clerk to send the forthcoming Finance and Services agenda to Cllr SO.

- Personnel Committee (1 member required)

RESOLVED: Proposed by Cllr JM, seconded by Cllr GF, all in favour to appoint Cllr SO.

FC133 Review and Approve Terms of Reference – Planning Committee and Scheme of Delegation to the Town Clerk

RESOLVED: Proposed by Cllr SR seconded by Cllr MR, all in favour to approve Planning Committee terms of reference and the scheme of delegation to the clerk.

FC134 District Councillor and County Councillor Reports

District Council

Cllr Stanniland advised that the new leader of Bassetlaw District Council was confirmed last week, Councillor James Naish.

He advised that a motion had been passed by the District Council to identify ways to acknowledge Her Majesty Queen Elizabeth II. Councillors Isard and Stanniland will oversee what is decided in Tuxford. He advised that he will update the town council when he knows more information.

He advised that Bersahill Limited (which was formed in September 2017 as part of the district council’s 4-year plan to improve the quality of housing and build new council houses to rent. To invest in Bassetlaw as a place, with vibrant town centres, improved green spaces and a robust industrial strategy to deliver more jobs and

economic growth until 2023 and is a joint venture between Bassetlaw District Council and Robert Woodhead Limited)

Entered into an agreement with Robert Woodhead Ltd, who sub-contracted work to Woodhead Regeneration Ltd who have subsequently declared themselves bankrupt leaving a lot of district councils in the midlands (and surrounding areas) in financial uncertainty. Chief Executive of Bassetlaw District Council, David Armiger was a director of Bersahill Limited until 05 September 2022 and Joanna Ruth White is still an active director.

Cllr SR advised Cllr Stanniland that he would like to ask for CE David Armiger for his resignation.

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 7:40pm.

One member of the public asked when the compost was going to be removed from the cemetery. The clerk advised that this work is scheduled in for the ground's maintenance winter program and weather dependent it is hoped that it will be carried out by the end of October 2022.

The same member of the public also asked if the town council could financially support St Nicholas Church is getting their graveyard grass cut. They added that there is some clause that allows this work to be undertaken and would send the information to the clerk.

ACTION: Clerk to make enquiries and advise at the next meeting.

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

Cllr JM resumed the meeting at 7:50pm.

FC135 Funding Request

- St Nicholas Church

RESOLVED: Under the Local Government Act 1894, specific legislation prevents the town council from providing funding to the Church. The request for funding was denied.

ACTION: Clerk to inform applicant.

- Tuxford Community Events

RESOLVED: Under the current grant awarding policy only one grant will be awarded to a group per financial year. Cllr JM advised Tuxford Community Group to apply

again during 2023.24. One councillor kindly offered to personally donate the requested money to them.

FC136 To Receive Councillor Reports

Transport – Nothing to report

Housing – Nothing to report

Roads – Cllr PD provided a report in his absence to advise that Highways England have heard back from the biodiversity team, it does not appear to offer anything unusual or unexpected. Highways England advised they will now discuss moving this to the next level and provide an update when complete

Green Tuxford – Nothing to report

Infrastructure – Nothing to report

Health and Social Care – Nothing to report

Sports and Leisure – Nothing to report

Village Hall Grounds - Nothing to report

Jobs and Businesses – Nothing to report

FC137 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 £13,438.08
Direct Debits totalling £475.75
Debit Card payments totalling £167.59
Cheque payments totalling £0.00
Income received totalling **£71,748.20**

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

Bank Account Balance of £112,815.74 was approved and Chair authorised

Bank Reconciliation/Budget Variation

Bank Account Balance at 27.09.2022 of £112,815.74 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 27 September 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 JM seconded by Cllr SR, all members approved. Chair authorised.

Approve Winter Floral Arrangements

Clerk requested four quotes, only one has been received.

RESOLVED: Proposed by Cllr JM seconded by Cllr GF, all members approved the one quote received.

ACTION: Clerk to arrange purchase order.

FC138 Gilbert Avenue Playing Field

Several councillors met with Bassetlaw District Council where a request has been made to transfer ownership of the field to the town council or extend the lease by another 23 years (which would give the town council 30 years). A request was also made to have the ground designated as a multi-sports area with the facility to hold events.

Cllr JM advised that the request will be discussed at the next district council cabinet meeting, which is scheduled for 29 November 2022.

FC139 Cemetery

Soil/Compost Update

Clerk thanked Cllr SR for his help in providing equipment and manpower to allow the town council to remove the excess soil. The compost is yet to be removed but this is scheduled to be cleared as part of the town council's winter maintenance programme and Cllr SR has kindly offered the use of the equipment again.

RESOLVED: It was proposed by Cllr JM and seconded by Cllr MR, all in favour to place all future excess soil in the skip located in the depot yard, with the responsibility for the removal of the soil to the depot skip lying with the funeral directors.

ACTION: Clerk to liaise with Cllr SR to borrow machinery for the grounds maintenance staff to undertake the work. Clerk to amend cemetery rules regarding the disposal of excess soil.

Rose Memorial Garden

Not discussed, as all the soil was removed, and the ground will be re-seeded in the spring.

Cemetery Fees

RESOLVED: Having been circulated prior to the meeting, it was proposed by Cllr DC, seconded by Cllr MR, all in favour to approve cemetery fees for 2022.23. Increase necessary to cover the cost of disposing of excess soil and general maintenance costs.

ACTION: Clerk to implement the revised fees.

FC140 The Beeches Community Centre

Cllr DC, in Cllr PD's absence proposed a motion for the town council to confirm that it supports Tuxford Community Event company in its efforts to purchase and operate the Beeches Community Centre in accordance with its decision of the 14 July 2022, stating that it was agreed at this meeting that the town council was not in a position to refurbish and maintain the community centre.

Cllr JM clarified prior to the meeting on the 14 July 2022 Cllr PD approached Bassetlaw District Council to discuss the possibility of the town council taking over ownership of the community centre, when councillors arrived for the meeting that suggestion was not put to the council at all and there was no discussion on whether the town council wished to explore the possibility of owning the community centre.

All councillors that were at the meeting on the 14 July 2022 re-iterated that there was no motion put to the town council for them to consider potentially purchasing the Beeches Community Centre. The resolution at the meeting of the 14 July 2022 was that the town council did not oppose Tuxford Community Events Company pursuing the possibility, in principle of them approaching Bassetlaw District Council.

Cllr SR asked for a structured, informative, and organised meeting, one where Tuxford Community Events give a presentation to explain that they do and what their plans are for the community centre, along with an explanation of how they've carried out their due diligence. There needs to be clear agenda items and preparation put together before the meeting to explore the following options: 1. Tuxford Town Council to hold the freehold and lease the building to Tuxford Community Events, 2. Do nothing, Bassetlaw District Council to retain the freehold and work on improving usage, 3. Tuxford Community Events to own the freehold. Information from the District Council – what information we need and what the next steps are to take it forward and to set a date to decide by. Ultimately protecting the asset is what is most important. All members agreed.

RESOLVED: Proposed by Cllr DC, seconded by Cllr JM that the town council organise an extra ordinary meeting to discuss The Beeches Community Centre, together with Tuxford Community Events Company.

FC141 Drainage/Infrastructure

Cllr JM advised that the Walks Of Life Museum are talking with Cllr Ogle regarding issues with drainage. Cllr SR asked that the town council ask the community to start

collating information of issues with drainage in the town so that it can be put to Severn Trent.

ACTION: Cllr JM to liaise with Walks of Life Museum and Cllr Ogle to ascertain what information Cllr Ogles requires first and bring it back to the next meeting.

FC142 Devolution Deal

The Devolution is the transfer of powers and funding from national government to local government.

ACTION: Cllr JM to bring further information of the Devolution Deal to the next meeting. Clerk to put on the next agenda.

FC143 Clerk Report

RESOLVED: Proposed by Cllr JM, seconded by Cllr GF, all in favour to appoint Mayo Electrical Services to undertake the work in checking the outside electrical sockets and undertake the testing.

NOTED: All Councillors noted the contents of the report.

FC144 Christmas

Cllr JM advised that Cllr GF will be liaising with Tuxford Community Event group to address the town and be present when Santa switches on the Christmas lights.

Clerk advised that Christmas 2021 there were 4 lamppost mounted Christmas trees with fairy lights, 11 lamppost mounted Christmas trees (not lit) and 9 spare Christmas trees that can be made up for along Lincoln Road. She asked whether the council would like to purchase fairy lights for the 20 Christmas trees currently without lights.

RESOLVED: Proposed by Cllr GF, seconded by Cllr MR, all in favour to purchase 20 sets of battery-operated fairy lights for £395.82.

ACTION: Clerk to purchase fairy lights.

One quote has been received for a 16ft Christmas Tree for £576.00.

ACTION: Clerk to obtain further quotes.

FC145 Update on Regeneration Group

Cllr KR was not in attendance; no update was available.

FC146 Update on Neighbourhood Plan – including Pilot Scheme Agreement

Clerk has completed an expression of interest to Locality to obtain technical support as part of the Pilot Scheme Agreement with Bassetlaw District Council.

FC147 To receive items for information and future agenda items

Cllr SR – to ensure car parking and access to community accessibility is included on the Neighbourhood Plan.

Clerk advised that the licence to stall the Queens Jubilee bench had been approved by VIA East Midlands, Cllr JM and Cllr SR authorised their paperwork.

ACTION: Clerk to send application back to VIA East Midlands and contact Muslim Charity.

FC148 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.

- Staffing

Personnel Committee minutes were approved earlier in the meeting.

Cllr JM advised that the clerk, in conjunction with Cllr JM had made the informed decision to appoint the seasonal member of staff to undertake holiday cover for another member of staff for two weeks. She sought to ratify this decision.

RESOLVED: Proposed by Cllr GF, seconded by Cllr SR, all in favour of the decision taken.

Request to reduce annualised hours during the summer maintenance program.

RESOLVED: The request was denied. All councillors in favour.

FC149 Date of next meeting: Scheduled for Thursday 20 October 2022

The Chair thanked Councillors for their contributions to the meeting.

With there being no further business, the meeting closed at 8:55pm.

CHAIRMAN'S SIGNATURE..... DATE