

Minutes of the Finance and Services Committee Meeting

held THE BEECHES COMMUNITY CENTRE, Birch Court, Tuxford on Thursday
03 July 2025, commencing 4:50pm

PRESENT: Cllrs N Birkett, G Frost, and M Richards

IN ATTENDANCE: Clerk/RFO

FS011 Inform Members and the public that the meeting was being recorded.

FS012 Apologies for Absence

Apologies for absence were received from Cllr Moorhouse and Cllr Nicholls which were approved.

FS013 To appoint Chair and Vice Chair for this committee

RESOLVED: Cllr MR Proposed, Cllr NB seconded to appoint Cllr GF as Chair
Cllr GF proposed, Cllr NB seconded to appoint Cllr MR as Vice Chair

FS014 Chair to sign Declaration of Acceptance of Office

Cllr GF signed the Declaration of Acceptance of Office, which was duly signed by the Clerk/RFO

FS015 Declarations of Interest

There were no declarations of interest.

Cllr GF did not adjourn the meeting as there were no members of the public present

FS016 To approve the minutes of the previous meeting held on 03 April 2025
(folio reference: 2025/001-003)

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 chair as an accurate record.

FS017 E ON – Christmas Electricity

The clerk submitted a report having researched energy prices through an energy consultant.

RESOLVED: Proposed by Cllr GF, seconded by Cllr MR, all in favour to reduce the daily charge, as it's purely for the Christmas lighting on a fixed tariff for two years with British Gas at 42p per day (previously paying a variable rate currently at 54.18p per day). Saving £45 per year.

FS018 Grounds Maintenance

(a) Vehicle Procurement Plan

Clerk/RFO created a procurement plan to manage, maintain and plan for the effective replacement of vehicles and machinery of large and small equipment to ensure operational efficiency, budget control and service reliability.

RESOLVED: Proposed by Cllr GF, seconded by Cllr MR, all in favour to recommend to Full Council that the council use this plan when setting the annual budget.

(b) Vehicle Key Reprogramming

There is currently only one operational key for the council's Mitsubishi vehicle, and 3 quotes were provided with approval sought to proceed with the most cost-effective and reliable option. Clerk/RFO recommended option C for £135 as the most cost-effective and comprehensive option as it includes both programming and replacement if required.

RESOLVED: Proposed by Cllr MR, seconded by Cllr GF, all in favour to go with option A for £100 (which is just re-programming)

(c) Line Marker Machine

To ratify the urgent purchase of a line marking machine, made by the clerk/RFO in consultation with the chair, in accordance with the Council's Financial Regulations, section 4.5. This provision was used to ensure continuity of service and fulfilment of the Council's commitment to the school grounds maintenance contract.

RESOLVED: Proposed by Cllr GF, seconded by Cllr MR, all in favour to ratify this decision.

(d) Litter Bin Replacement – Ashvale Road

With the possibility of having a large amount of litter bins replaced within the town centre, as part of the Streetscape Funding, it would free up the bins already in situ for this item was deferred and to be revisited if there are not surplus bins.

(e) Playground Inspection Training

Clerk/RFO has approached 3 companies for training, none are local to the area. 1 quote has been received to date. They have also contacted Notts ALC to ask if they are aware of any training local (possibly by another council organising training) and also placed a comment on a clerk forum on social media to enquire whether there are any local parishes looking to undertake the training. It was suggested that the clerk post on the forum to enquire whether any local parishes would be interested in on site training if Tuxford Town Council organised it.

ACTION: Clerk/RFO to action this enquiry

RESOLVED: Cllr GF proposed, seconded by Cllr NB, all in favour for the clerk to have authority to organise the training up to £550.00 plus travel costs IF they can not find a local contractor to undertake the training – either at Tuxford or another local parish by the end of August 2025.

FS019 To receive items for information and future agenda items.

Cllr MR asked Clerk/RFO to ensure gate access – Gilbert Avenue be added to the Full Council agenda.

Finance and Services Committee members support to proposal to combine this committee within the Full Council and disband this committee.

FS020 Date of Next Meeting: 02 October 2025 - TBC

The Chairman thanked Councillors for their contributions to the meeting.

There being no further business the meeting closed at 5:10pm.

CHAIRMAN'S SIGNATURE.....

DATE.....