

**Minutes of the Finance and Services Committee Meeting**

**held THE BEECHES COMMUNITY CENTRE, Birch Court, Tuxford on Thursday  
06 January 2022, commencing 4:31pm**

**PRESENT:** Cllrs G Frost (Chair) D Preece, G Preece, M Richards, S Richardson, K Rutherford, and Cllr J Moorhouse (was in attendance virtually via Zoom in an advisory capacity only)

**IN ATTENDANCE:** Clerk

**FS099 Apologies for Absence**

There were no absences

**FS100 Declarations of Interest**

There were no declarations of Interest

**FS101 Minutes of the previous meeting held on 04 November 2021** (folio reference: 2021/105-107)

**RESOLVED:** Proposed by Cllr KR, seconded by Cllr GF, 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. All in favour

*The meeting was not adjourned as there were no members of the public present*

**FS102 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 accounts for payment

Payments on the report attached at Appendix 'A' were approved and signed  
Bank Transfers totalling £11076.64  
Direct Debits totalling £553.02  
Debit Card payments totalling £863.51  
Cheque payments totalling £0.00  
Income received totalling **£7,798.98**

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

Bank Account Balance of £82,001.92 was approved and Chair authorised

Bank Reconciliation/Budget Variation

Bank Account Balance at 04.01.2022 of £76,484.56 Co-op Bank,  
£37,069.08 Hampshire Trust Bank and £92.01 Petty Cash float.

Clerk gave all members an up-to-date report on the expenditure, receipts, variances up to and including 04 January 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 GF, all members approved. Chair authorised.

Precept 2022.23

Tax base of 798.03 had been approved by Bassetlaw District Council on Tuesday 04 January 2022.

Clerk provided an amended Precept 2022.23 showing an increase of 2.7% to cover the increased vehicle insurance costs (an increase of 106% on the previous year's policy, due to two thefts in the last five years and the required online conferencing package for continuation of virtual meetings, as and when required during 2022.23).

A breakdown of the precept was issued to all members, together with year end forecasts and proposed budget for 2022.23.

An explanation of the financial information was also presented – to be issued on the town council website. Approval was sought for this.

**RESOLVED:** Proposed by Cllr KR, seconded by Cllr GP to recommend to Full Council on the 20 January 2022 to accept the 2.7% increase. All in favour.

### **FS103 Town Maintenance and Equipment**

Request for additional equipment - update

Grounds maintenance staff have requested additional equipment and provided a list of their requirements. An action was given for Cllr MR to visit the Depot to speak with the grounds maintenance supervisor to ascertain their requirements and get a better understanding.

Cllr MR visited the Depot and proposed that the clerk purchase two shovels, a claw hammer, and some step ladders (under her delegated powers) off the list that the grounds maintenance staff require.

**RESOLVED:** Proposed by Cllr MR, seconded by Cllr GF, all in favour to purchase the above.

**ACTION:** Clerk to research and purchase the equipment.

Replacement Trailer

Clerk advised that they had not heard from Russell's Groundcare even after repeated contact.

**ACTION:** Cllr MR to visit Russell's Groundcare 07 January 2022 for an update.

Cllr MR advised members that a bracing bar is being fitted on the gates on the town council depot.

#### Defibrillator Update

The missing defibrillator has been located and returned (with the help of the community). Three sets of replacement batteries and pads had been sourced (and there is a some of back order, as there is a national supply issue. These are due in May 2022).

Both defibrillators will be re-stocked and ready for use, with a spare set in the town council office.

All members NOTED the update.

A member of the public enquired as to whether a defibrillator could be purchased to have on the old village hall site.

Whilst it was felt to be a good idea and councillors were not opposed to the suggestion, it was felt that it would not be appropriate to at this current time, due to the isolation of the village hall site and the vandalism on there.

There are currently five defibrillator's located around Tuxford.

**ACTION:** Councillors agreed to look at this suggestion again when further information is available to them as to what is happening with the land on this site.

Clerk to update member of the public on their suggestion.

#### **FS104 Insurance**

Clerk advised that the town council agreed to a three-year insurance policy with BHIB, with 2022 being the second year.

All members NOTED.

The vehicle insurance policy renewal is annual and the renewal has been received, with an increase of 106%. The broker sought two further quotes, with the cheapest being £1,705.52, £863.76 cheaper than the renewal with the current provider.

**RESOLVED:** Proposed by Cllr GF, seconded by Cllr KR, all in favour to change vehicle insurance provider. To commence 10 January 2022.

**ACTION:** Clerk to action request.

#### **FS105 Newark Road Car Park Signage/Lighting**

Clerk obtained 4 quotes for car park signage.

**RESOLVED:** Proposed by Cllr MR, seconded by Cllr DP, with a vote of 5 to not undertake this work.

#### Lighting

Cllr MR stated that lighting the car park had been explored on numerous occasions and that the costs to install lighting outweighed the benefits it would provide to the community.

**RESOLVED:** To not continue to investigate this at this time.

**FS106 To receive items for information and future agenda items**

1. Skip Hire

Clerk advised councillors the current supplier was taken over in October 2021 and that their new policy is that they do not allow skips to remain on site. Option to rent the skip would be £15.00 per week and then £120.00 for an exchange, as and when required.

**ACTION:** Clerk to make enquiries about purchasing a skip (which can they be emptied, as and when required) or to enquire where waste can be disposed of locally.

2. Artificial Christmas Tree

Clerk asked members to consider purchasing a 20ft artificial Christmas tree and provided them with three quotes.

**RESOLVED:** All in favour to not explore this option further and to remain purchasing real Christmas trees for the foreseeable future.

3. Fencing

Clerk advised that the fencing on Clark Lane playground needs to be repaired or replaced, as per the annual inspection report and recent damage.

Grounds Maintenance Supervisor had provided information on suitable replacement fencing (picket fencing).

The councillors were given a copy of the relevant pages of the annual playground report.

**RESOLVED:** Proposed by Cllr MR and seconded by Cllr DP, all in favour for the clerk to purchase supplies to replace the fence for like-for-like, as the annual playground inspection report did not advise that the current fencing is not suitable.

**ACTION:** Clerk to source with the assistance of the Grounds Maintenance Supervisor

**ACTION:** Cllr KR asked for Commemorative Coins to be added to the next Full Council agenda, scheduled for Thursday 20 January 2022.

**FS107 Date of Next Meeting:** 03 February 2022

The Chairman thanked Councillors for their contributions to the meeting.

There being no further business the meeting closed at 5:27pm.

CHAIRMAN'S SIGNATURE.....

DATE.....