

**Minutes of the Full Council Meeting**

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

**PRESENT:** E Bett, E Cupit-Atkin, P Downing, M Harris, S Leslie-Dakers, I Nicholls, R Patman, M Richards, S Richardson, K Rutherford, and R Walker, G Frost, J Temple

**IN ATTENDANCE:** Clerk, Lynda Donaldson two members of the public

**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.

**FC053 Apologies for Absence**

Cllr Joan Moorhouse and District Councillor Emma Griffin

**RESOLVED:** Reasons for apologies were given and accepted.

**FC054 Declarations of Interest**

Nothing declared.

**FC055 Minutes of the previous meeting held on 19 October 2023** (folio ref 2023/075-080)

**RESOLVED:** Proposed by Cllr EA and Seconded by Cllr KR all in favour.

**FC056 Action Update from previous meeting**

- a) Planters, to be moved forward to 2024 Cllr RP
- b) Newark Road Car Park, letter is drafted, not sent yet Cllr MR & SR
- c) Portable Toilets, no new owner as yet to make request Cllr GF
- d) Pollution Meters, new site not yet agreed Cllr RP
- e) Full Report on Town Plan & Neighbourhood Plan Cllr RW (DONE)
- f) To agree Acomb Consultants Fee Cllr RW (DONE)
- g) A Letter to be sent to Health & Safety re Sinkhole- Cllr PD who has requested information from the District Councillors and the RFO and has had no response. Clerk to refer matter.
- h) Future Grant Application Process -ongoing Cllr SW

- i) **Information to be submitted to Clerk for complaint letter to be sent to Highways Agency Cllr EA – not heard anything, Clerk to chase.**
- j) **Agreement at next TTC meeting for siting of benches Cllr SR & MH (Agreement in place)**

**FC057 To receive, accept, and resolve to approve any recommendations (if any) contained within the minutes of the following meeting, including to ratify action made by the Clerk:**

- o Planning Committee – 5<sup>th</sup> October 2023 (folio reference 2023/068-071)

**RESOLVED**

Proposed by Cllr SR and Seconded by Cllr KR – all in favour.

The minutes were noted.

**FC058 Councillor Applications**

*The Chair noted that there were two applications, only one of the members of public were in attendance at the meeting. It was pointed out that each candidate had had the opportunity to complete an application and attend the full council meeting. Each of the applicants were invited to attend the meeting on the 16<sup>th</sup> November, only one candidate was in attendance. Both applications were considered and so the process commenced. Cllr MHarris wished it noted that he did not think it was fair on the other candidate.*

*An opportunity was offered to all Cllrs to peruse the original applications before the voting began, all Cllrs declined reading the applications for both candidates.*

*The Candidate in attendance gave an introduction about themselves, and the Chair asked if there was a Proposer and a Seconder for the applicant.*

**RESOLVED** *Mrs E Whiteley be co-opted as a councillor, to sign their declaration of acceptance at the next meeting.*

**Proposed** by Cllr Kr and **Seconded** by Cllr EA

*With a vote of 8 Cllrs in favour and 3 Councillors abstaining, see below.*

*It should be noted that Cllrs JTemple, PDowning and MHarris wished to abstain from the voting.*

*The Chair asked for a Proposer and a Seconder for the second applicant and non were forthcoming therefore no vote proceeded.*

*Mrs E Whitley was duly appointed the 15<sup>th</sup> Councillor of TTC.*

**FC059 To Note 2024 Council Meeting Dates**

*All of the dates agreed and accepted.*

**FC060 District Councillor and County Councillor Reports**

No Cllrs in attendance for any reports. Cllr Griffin did request that the Council be advised that there were plans to attract a mobile bank for the Town and an update will be available at the next full meeting.

**FC061 Update – Town Plan and Neighbourhood Plan**

Cllr RW has agreed plans, a lot of work has been completed and a full report on the community, draft priority statement is done. This will include details of the bypass and Cllr RW will be chasing these and believes he may be the one who has to write up the report to get it done.

The Neighbourhood Plan application for the 10k grant to pay Helen Metcalfe consultation fee has been submitted. Cllr RW would like to get a Traffic Survey but must get a quote. The Grant should show in approximately 3 – 4 weeks. Helen's services must be dispensed with by 31<sup>st</sup> March 2024. We may qualify for Masterplan at no cost to the Council and no grant application.

Cllr RW working on first draft which has been handed out to Cllrs. We need volunteers, community participation. Cllr RW plan has to go to a referendum, must be the majority of people and adopted by the Council. Cllr SW recommends a 'mini meeting' for everyone including the Community.

***The meeting was adjourned to allow questions from the public.***

*A member of the Public spoke and read out a statement which was to thank the TTC for all of their efforts throughout the year and special thanks to Cllr RW, Cllr KR, Cllr RP and Cllr SR for the exceptional amount of work. Happy Christmas*

**FC062 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 £26790.78  
Direct Debits totalling £1240.29  
Debit Card payments totalling £238.95  
Cheque payments totalling £0.00.  
Income received totalling £182,278.59

Bank Account Balance of £166,142.68 was approved and Chair authorised.

*Bank Reconciliation/Budget Variation*

Bank Account Balance at 06/11/2023 of £108,707.45 Co-op Bank,  
£19,866.31 Co Op Savings, Hampshire Trust Bank £37,161.75 and £100.00  
Petty Cash float.

Clerk gave all members an up-to-date report on the expenditure, receipts, variances up to and including 19<sup>th</sup> October which was sent in advance of the meeting.

It was raised about the high costs of some items and does the Council get more than one quote. A request to look at one particular item also was raised.

**ACTION** - Could the RFO confirm the invoice payable for the Church clock, are we still responsible for this.

Also, the Alarm Service Costs for the workshop, has this been out to Tender at all and can we not get this cost down.

**PROPOSED** by Cllr EA and **SECONDED** by Cllr RW for the Noting of Invoices  
**PROPOSED** by Cllr GF and **SECONDED** by Cllr KR for the Bank Reconciliation

**FC063 Benches & Picnic Tables**

It had been already agreed where the two benches would go and we were advised that the RFO has approached the Co Op to supply another bench. We are awaiting permission from NCC regarding siting of one of the benches on Lincoln Road.

**RESOLVED:** The current two benches proceed, awaiting permissions and we hope to have a response from the Co Op but the latter is not agreed.

**ACTION:** Cllrs SR and MH continue to discuss other options around the Town

**FC064 Tuxford Bypass**

Cllr RW is asking for a motion to seek a Traffic Survey, we need to demonstrate there is an issue, feedback there is before anything can be done. A suggestion of a Northern Route and a Southern Route and Bassetlaw need to approve it, a proposal of a weight limit and a deviation of HGV's. The support for a Technical Package can then be added to the Priority Community Statement and therefore Bassetlaw will be forced to accept this.

A variety of opinions were heard by the Cllrs at the meeting, and all were in agreement that we should get this request in.

**RESOLUTION** Cllr RW makes a request for a Traffic Survey immediately

**PROPOSED** by Cllr RW and **SECONDED** by Cllr KR

It should be noted that Cllr EA had left the meeting.

### **FC065 Initiate Task Groups**

A discussion has taken place about the need for these groups and concerns were raised about the existing workload with the Neighbourhood Plan and the cross over of the work that is happening in groups for this plan. There is a desire to ensure the completion of the NP.

**RESOLVED** That there will be Task Groups put in place for future works of the Council **BUT** that this proposal in no way should not duplicate the work currently ongoing with the Neighbourhood plan.

**PROPOSED** Cllr Richards and **Seconded** by Cllr P Downing, all in favour (10 votes)

Cllr EA left the meeting at 8.15pm

### **FC066 Matrix of Councillors Skills – Knowledge**

A matrix has been discussed and Cllr SR has some experience in this field, Cllrs were advised to not be concerned about any downside of this exercise and that it is merely to find the strengths of each member for the benefit of the council.

We do however need to see a proposed matrix, and this is subject to approval.

1. We need a draft of the skills matrix.
2. GDPR needs to go to the Personnel Committee to ensure we are compliant.
3. Matrix must come back to the full council to be signed off.

It was also raised that you cannot make any member complete this if they do not wish to do so.

**RESOLUTION** That Cllr Dowling bring a Draft Matrix for the next Full Council Meeting for approval and further discussion.

**ACTION** – that the above be completed before coming back onto the agenda.

**PROPOSED** Cllr Downing **SECONDED** Cllr I Nicholls

**FC067 Office Managers Report**

The report was read out to members by the Clerk and a query was raised about the Pay Rise for the employees. It was noted that TTC are not involved in that process or those decisions. The Precept takes into account pay rises as best it can.

It was requested that Clare Fox, RFO be thanked for the work she has done with the funding of the trees and the savings.

**FC068 To receive items for information and future agenda items.**

For the next meeting a Draft Matrix to be on the next agenda

Cllr RP would like the RFO to look at the lighting issue around Clark Lane / Park as there appears to be some nuisance behaviour reported by Cllr RP, anti social.

Several Cllrs are concerned about a bin outside the estate agents as it seems to be the wrong location, possibly being used for commercial waste, a danger to the public. Could we send a letter about this.

Cllr KR is concerned about the state of a public right of way and the footpaths, pictures are to be supplied.

Could we remind the RFO to chase the Highways etc re the A1 fence and the Steps which are unsafe.

Could we investigate the response from Bassetlaw in relation to the Banking Hub?

A letter to be sent from the RFO on behalf of the Cllrs to thank the Scouts for of their hard work on the Graves.

**FC069 Date of next meeting (To make a decision on whether the meeting is required) 21<sup>st</sup> December 2023.**

The Chair raised the issue about a meeting and several Cllrs commented that we had not historically had a Council Meeting for reasons such as people away, busy with the Christmas period. A Cllr raised the issue that why was this not an agenda item, but it is as Point 18 on the Agenda sent out to all Cllrs.

21<sup>st</sup> December 2023 at 7.00 pm, it was agreed by the Cllrs not to have a meeting, the majority in agreement.

**RESOLVED** That the meeting be cancelled.

Cllr MHarris asks that his concerns are noted about not having a Meeting in December. The Chair offered a further dialogue with the Cllr if he would like on this matter.

With there being no further business, the meeting closed 9.16 pm.

CHAIRMAN'S SIGNATURE..... DATE .....