

**Minutes of the Statutory Annual Town Council Meeting held on The Beeches  
Community Centre, Birch Court, Tuxford on Thursday, 19 May 2022,  
commencing 7:00pm**

**PRESENT:** Cllrs J Moorhouse (chairman), E Bett, D Clark, P Downing, G Frost, C Longmore, S Outram, D Preece, G Preece, M Richards, S Richardson and K Rutherford

**IN ATTENDANCE:** Clare Fox (Town Clerk), and one members of the public.

**FC025 Apologies for Absence**

County Councillor J Ogle, District Councillor S Isard, and Councillor C Waugh. Together with Mr R Walker (newly accepted co-opted councillor).

**RESOLVED** – Reasons for apologies were noted, accepted, and approved.

Clerk informed members of the resignation of T Silcock and wished to thank him for this contribution to the town council over the last 10 years.

**NOTED:** All members noted and wished to add their thanks

**FC026 Declarations of Interest**

There were none

**FC027 To elect a chairman for the year 2022/23 and the signing of the  
Declaration of Acceptance of Office**

**RESOLVED:** Proposed by Cllr GF, seconded by Cllr KR, with a vote of 10:2 (with two members abstaining from voting) for Cllr JM to continue to be chairman of Tuxford Town Council for the year 2022/23 and their Declaration of Acceptance of Office was duly signed.

**FC028 To elect a Vice Chairman for the year 2022/23 and the signing of the  
Declaration of Acceptance of Office**

**RESOLVED:** Proposed by Cllr JM, seconded by Cllr KR, with a vote of 10:2 (with two members abstaining from voting) for Cllr GF to be Vice Chairman of Tuxford Town Council for the year 2022/23 and their Declaration of Acceptance of Office was duly signed.

**FC029 Accept New Co-Opt Members and Sign Declaration of Office and  
Register of Interest.**

**ACTION:** Mr R Walker was unable to attend the meeting this evening due to a prior arrangement. Clerk to move this item to the next Full Council meeting, scheduled for 16 June 2022.

**FC030 Remind Councillors to ensure Register of Interests is current and up to date.**

**RESOLVED:** Noted

**FC031 Appointment of Finance and Services Committee membership (seven members)**

**RESOLVED:** Proposed by Cllr JM, seconded by Cllr GF, all in favour to appoint the following seven committee members:

Cllr GF, Cllr JM, Cllr DP, Cllr GP, Cllr KR and Cllr SR

**ACTION:** Clerk to ask Cllr RW if he still wishes to be on this committee

**FC032 Appointment of Planning Committee membership (seven members)**

**RESOLVED:** Proposed by Cllr JM, seconded by Cllr GF, all in favour to appoint the following seven committee members:

Cllr DC, Cllr PD, Cllr GF, Cllr JM, Cllr DP, Cllr GP, and Cllr KR

**FC033 Appointment of Personnel Committee membership (seven members)**

**RESOLVED:** Proposed by Cllr JM, seconded by Cllr GF, all in favour to appoint the following seven committee members:

Cllr DC, Cllr GF, Cllr DP, Cllr JM, Cllr SO, Cllr KR and Cllr SR

**FC034 Representatives to other bodies:**

- Nottinghamshire Association of Local Councils (NALC)

**RESOLVED:** Cllr JM is already a member of this association and agreed to pass on any information and reports she receives. All in favour

- Reads Building Trust (currently Cllr MR)

**RESOLVED:** For Cllr MR to continue to represent the Town Council until the building is sold. All in favour.

- Police Priority Setting Meetings (Safer Neighbourhood) (currently Cllr JM and Cllr GF)

**RESOLVED:** Cllr GF is already a member of this meeting. Cllr JM agreed to be a backup if Cllr GF could not attend for any reason. All in favour.

- Rural Conference (currently Cllr JM)

**RESOLVED:** All in favour for Cllr JM to continue to represent the Town Council

**FC035 Minutes of the previous meeting held on 21 April 2021 (folio reference 2022/006-017)**

**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.

**FC036 Action Update from previous meeting**

*FC138 – Cherry Blossom Trees – ONGOING.* Cllr KR to approach Woodland Trust and can obtain trees for £25.00. Previous quote received by Clerk was £25.00 for a 10cm girth tree too. **ACTION:** Cllr DC to approach the contact she knows.

*FC156 – CIL Letter to Bassetlaw District Council and FC179 – Assistance re CIL money at Bassetlaw District Council – ONGOING: ACTION:* Cllr JM to draft a letter to Bassetlaw District Council.

*FC165 – Parking/Congestion Letter to Bassetlaw District Council: ONGOING:* photographic evidence has continued to be collected. **ACTION:** Cllr SR to send draft letter to Clerk to send on.

*FC185 – Collate register of Community Groups in Tuxford – ONGOING. ACTION:* Cllr JM to also post item on social media (for those community groups that are not charities).

*FC195 – Register of Interest Form – to return – COMPLETED.*

*FC203 – Greenfield Sports Facilities -ONGOING:* Cllr SR has spoken to his contact who is an educational estates specialist and awaits their response, and liaise with Cllr CL.

*FC008 – District Council Report – relay funding request information is known and chase Asset of Community Value response – Cllr Stanniland – ONGOING:* Cllr JM chased them, hope to receive completion information w/c 25.05.2022

*FC008 – Surface Flooding – Lincoln Road – Cllr Ogle – ONGOING*

*FC012 – Tuxford Youth Football Club – Sponsorship – To be discussed under item 19 below*

*FC012 – Newark Road Car Park – ONGOING: ACTION* Cllr JM to follow up

*FC018 – Newark Road Car Park – Electric Points – ONGOING:* Clerk is awaiting a response from the contact before further enquiries can be made.

*FC022 – Glass Recycling – to explore options locally – ONGOING:* Cllr GP provided details of a local source. **ACTION:** Clerk to follow up

**FC037 To receive, accept and resolve to approve any recommendations (if any) contained within the minutes/notes of the following meeting:**

Planning Committee 21 April 2022 (folio ref: 2022/004-005)

**RESOLVED:** Proposed by Cllr JM, seconded by Cllr GF, all in favour to approve.

## FC038 District Councillor and County Councillor Reports

*District Council*

*Cllr Stanniland was not in attendance*

*County Council*

*Cllr J Ogle was not in attendance*

*The meeting was adjourned to ask the one member of the public present whether they had any questions. They did not. Cllr JM welcomed the member of the public to the meeting and resumed the meeting.*

## FC039 To review and approve the following policies

- Financial Regulations

**RESOLVED:** Proposed by Cllr GF, seconded by Cllr DP, all in favour to approve the Financial Regulations

- Standing Orders

**RESOLVED:** Proposed by Cllr KR, seconded by Cllr GF, all in favour to approve the Standing Orders

- Dependents Policy

**RESOLVED:** Proposed by Cllr GF, seconded by Cllr DP, all in favour to approve the Dependents Policy

## FC040 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 'G' were approved and signed  
Bank Transfers totalling £15,296.76  
Direct Debits totalling £483.84  
Debit Card payments totalling £1,772.55  
Cheque payments totalling £0.00  
Income received totalling **£1,759.00**

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

Bank Account Balance of £96,199.79 was approved and Chair authorised

*Bank Reconciliation/Budget Variation*

Bank Account Balance at 17.05.2022 of £96,199.79 Co-op Bank,  
£37,069.08 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 17 May 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 DP seconded by Cllr JM, all members approved. Chair authorised.

To approve annual direct debits and standing orders

Clerk gave all members an up-to-date report of all direct debits and standing orders for 2022.23, which was sent in advance of the meeting.

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

**FC041 Funding – Sponsorship Request**

A request has been received by Tuxford Youth Football Club to sponsor U7's football strip, for a 2-year commitment of £400 per year.

**RESOLVED:** Proposed by Cllr KR, seconded by Cllr DP. All in favour to approve grant application. This will not be a sponsorship but in the form of a grant, with the commitment of another grant of £400 during financial year 2023.24.

A request has been received by Tuxford Bowls Club to ask for £250 towards the purchase of a new shed to store their mower.

**RESOLVED:** Proposed by Cllr KR, seconded by Cllr GF. All in favour to approve grant application.

**FC042 – Health and Social Care**

Cllr SR asked for the support of the town council to write to Nottinghamshire County Council to ask that they review their current policies to help foster carers in the town access to emergency clothing allowances. He is seeking that the information in the policy needs to be open, transparent, and accessible. There is a risk that the current policy could place carers in the poverty gap if payments are difficult to obtain.

**ACTION:** Clerk to contact NALC to ask for legal advice.

### **FC043 – Update – Noise Mitigation and Pollution**

Cllr PD informed members that there are three governing bodies, Bassetlaw District Council, who are responsible for the pollution, Nottinghamshire County Council, who are responsible for traffic calming and weight restrictions and Highways England, who are responsible for noise mitigation (noise and pollution – installing fencing along the A1)

Pollution is being monitored by Bassetlaw District Council, with the data not available yet. Nottinghamshire County Council have responded to state that they will not be looking to do anything at the moment, due to Tuxford being in the process of creating a masterplan and updating the neighbourhood plan and we are still awaiting an update on whether the funding application that was submitted by Highways England has been approved.

Cllr PD gave an update on the ‘Levelling Up’ fund, with a view to a bypass.

The first steps are to:

- Lobby our own County Council representative (John Ogle) and the Chair of the County Council Transport and Highways Committee.
- Commission a study of traffic movements, economic benefits etc to establish whether or not a Tuxford bypass would be likely to receive Government support

To commission a study from someone like Aecom Consultants would cost in the region of £100,000.

In addition, the Principal Officer for Transport at Nottinghamshire County Council advised that they would be looking for £2.00 return on every £1.00 spent.

If successful, the whole process to completion of build is likely to take 10 years to 30 years.

The results of the traffic survey etc. and any other supporting evidence/petitions etc. would then be submitted to Nottinghamshire County Council for consideration.

**ACTION:** It was agreed to look for shorter term measures. Clerk to put on June 2022 agenda.

### **FC044 Update – Development Plan**

Amendments to the plan have been made.

**RESOLVED:** Proposed by Cllr PD, seconded by Cllr JM, all in favour to adopt the plan.

### **FC045 Update – Tuxford Masterplan**

Cllr JM reminded councillors that if they wish to submit comments on the draft masterplan that they can do this direct to the consultant or through the chairman or clerk.

Two councillors confirmed that they had already submitted their comments.

**RESOLVED:** Cllr PD proposed that he sought free advice from a development consultant, seconded by Cllr MR. All in favour

**ACTION:** Clerk to email details to all councillors again. Cllr PD to contact development consultant.

### **FC046 Update on Regeneration Group**

Cllr KR informed members that the group is still awaiting the bank account to be opened before they can gain their charity status, adding that he is hopeful it will be complete by the end of month.

Clerk provided information to all councillors of a proposal that has been received to purchase The Old Grammar School and that they would like to speak directly with the regeneration group and Reads Exhibition Foundation, as this is independent of the town council.

**ACTION:** Cllr KR to contact the proposer, regarding the regeneration group and Cllr MR to contact with the proposer as a trustee of Reads Exhibition Foundation.

### **FC047 Update – Neighbourhood Plan**

Cllr JM spoke with Bassetlaw District Council who advised that they are seeking funding from central government to help support parishes that already have an existing plan, hopeful to get a decision w/c 23 May 2022. It was agreed to delay doing anything with the plan until the district council's local plan has been finalised. Consultation to comment on Bassetlaw District Council's Local Plan closes on 06 June 2022.

### **FC048 Update – Queens Platinum Jubilee**

Cllr JM asked for volunteers for the event. Clerk confirmed that she is finalising the timetable for the day and will send out to all councillors when it is complete.

**RESOLVED:** Cllr JM proposed that the town council purchase two tickets for Southwell Races as a donated raffle prize, seconded by GF, all in favour.

**ACTION:** Clerk to make the purchase.

Cllr CL advised that he will be able to potentially get a gliding lesson, as a raffle prize and Cllr SR advised that he will be able to get a flying lesson voucher as a raffle prize.

**ACTION:** Cllr CL and Cllr SR to pass prizes to the Clerk in time for the summer fete.

**FC049 To receive items for information and future agenda items**

Clerk report – all councillors NOTED the contents.

Cllr JM – Levelling Up Fund and update from MOI

Cllr GF – Clerk to invite the Police to attend

Cllr DP – Litter, Lodge Lane

Cllr KR – Remembrance Sunday Volunteer

**ACTION:** Clerk to put on 16 June 2022 agenda

Cllr SR advised there is a problem with fly-tipping on Eldon Green and a manhole that needs repairing.

**ACTION:** Cllr SR and SO to provide details directly to the Clerk so she can report it to the relevant authorities.

There is a Best Dressed Garden competition being organised for Gilbert Avenue, Capps Place and Woodhouse Place, where prizes are available to be won. Although a councillor has organised it, as they live in the vicinity, it is independent of the town council.

Clerk informed members that she had approached the organiser of Tuxford's Winter Wonderland regarding working with them on the future Christmas Markets and Light Switch on events. She stated that she feels it is important for the community to be more involved in the events around the town. She asked the councillors to consider if it would be good to create a community group, independent of the town council that the town council could financially support for the Christmas Market, and town events. If a community group is established, they could potentially benefit from more funding. Clerk advised that she would be willing to be involved in the group to provide support and assistance if the group required it.

It was agreed by all members that this is a good idea, but it would need to be an official group, with their own bank account, policies, and regulations.

**ACTION:** Clerk to contact the organiser of Tuxford's Winter Wonderland to enquire whether this is something they wish to consider and ask them to attend a future town council meeting to finalise this and put on the next agenda.

**FC050 Date of next meeting:** 16 June 2022

The Chairman thanked Councillors for their contributions to the meeting.

With there being no further business, the meeting closed at 8:47pm.

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