

Minutes of the Full Council Meeting held on Thursday, 18 April 2019 at The Beeches, Birch Court, Tuxford, commencing 7.05pm

Present:

Cllrs G Nicholls (in the Chair), E Atkins, E Bett, D Preece, M Richards and E Taylor

In Attendance:

Ms Clare Fox (Town Clerk) Cllr K Isard (District Councillor) arrived at 7.35pm, Cllr J Ogle (County Councillor) and 2 members of the public

FC001/19 Apologies for Absence

Apologies were received from Cllrs J Moorhouse (Annual Leave) K Phillips (Family Commitments) M Phillips (Family Commitments). No apologies were received from Cllrs J Robinson and T Silcock

Council approved the above apologies.

FC002/19 Minutes of previous meeting held on 21 March 2019 (folio ref 2018/137-142)

Minutes were approved as a correct record and signed.

FC003/19 Matters Arising from those minutes

Town Clerk gave an update on the following:

- Traffic Warden Patrol – a report received for Qtr 4 of 2018/19 received and distributed
- Zebra Crossing – The zebra crossing on Eldon Street is going to be re-marked shortly, the zebra crossing on Lincoln Road (o/s Church) is not, but both crossing are already on a maintenance inspection schedule and will continue to be monitored.
- CCTV Update on the Old Village Hall Site – A meeting was had with Richard Blagg from BDC regarding the CCTV equipment. Cllrs G Nicholl, E Atkin and M Richards attended the meeting on 16 April 2019. BDC are to send a revised quotation due to the closure of Mine of Information and the relocation of the equipment currently stored there. The two options are moving it to The Beeches Community Centre, or Town Council Depot, Newark Road. Cllr Richards advised R Blagg that we do not expect to pay any more than what has been quoted in Sept 2018, due to having to move BDC CCTV equipment.

ACTION: Await a response and revised quotation from Richard Blagg – BDC

- Tour of Britain Best Dressed Village Sign – Nottinghamshire County Council had been in touch to advise that they were looking to install the sign w/c: 15 April 2019 but they needed clarification of where Tuxford Town Council would like it installed. Clerk advised that she had confirmed with NCC that the best place to install the sign was in the Market Place, outside Flair Hair, as previously unanimously agreed.
- Notts Highways/VIA – Joanne Horton is visiting the Depot on 25 April 2019. All Councillors had received an invite to attend the meeting, if they so wished.
- Circus Tyanna – They initially wanted to visit Tuxford at the same time as the Fair, so they've requested an alternative date of 5-12 May 2019. Cllrs agreed that this date is acceptable if they can provide Risk Assessments and Public Liability Insurance.
ACTION: Town Clerk to contact Todd Christian of Circus Tyanna to obtain the required documents before approval is granted.
- TTC Councillor Email Addresses – Town Clerk advised that the cost for 25 addresses is £68.20 plus an additional £6 per email address administration charge. All councillors unanimously agreed to go ahead with creating new email addresses. Town Clerk asked the two members of the public their thoughts too as they are newly elected Councillors from May 2019. Both were in agreement.
ACTION: Town Clerk to contact Clarity Online to organise creating new email addresses.
- ACRE Funding – Contacted regarding whether funding was available to build a Village Hall and not just up-keeping existing Village Halls on 05 April 2019. No response received.

FC004/19 Action Update from 21 March 2019 meeting

See above.

No update could be given regarding the repair to Clark Lane play equipment as Mr M Pottinger had been away and was not in attendance.

ACTION: Clerk to obtain an update from Charge Handyman – Mr M Pottinger

FC005/19 District Councillor and Council Councillor Reports

1. District Council

Cllr Isard gave an update on the waterway on the A1 Bridge Underpass. He had been in touch with Drainage Board and it has been cleared.

2. County Council

Cllr J Ogle was not in attendance at this time.

FC006/19 To receive, accept and resolve to approve any recommendations contained within the minutes of the following meeting: 4 April 2019 – Finance and Services Meeting
None noted.

The meeting was adjourned to allow comments from members of the public

One member of the public expressed their concern about the length of time it is taking to install the Pelican Crossing outside the Tuxford Primary Academy on Newark Road. Her concern was centred around the children returning to the school after the Easter break. It is important to install the crossing and it is going to take time to install the crossing. Town Clerk will continue to monitor the situation and report any concerns to VIA.

The meeting reconvened.

FC007/19 Finance

1. To approve invoices for payment as per the attached list (Appendix B)

Invoices totalling £356.92 was approved. A donation from the Working Mens Club was donated to Tuxford Youth Football Club.

Update of Asset Register – April 2019

The Asset register has been updated from an inventory inspection by Mr M Pottinger in March 2019. Town Clerk updated the register to reflect the changes as part of the Annual Return 2018.19. Approved and signed by Chairperson.

FC008/19 To consider participation in the Lengthmans Scheme for 2019.20

All unanimously agreed.

ACTION: Town Clerk to confirm acceptance with VIA

FC009/19 To consider a Time Management System

Cllr E Atkin informed the meeting that it is important that all staff start recording their time.

ACTION: Town Clerk to research Finger and Face recognition systems, along with servicing and maintenance of the systems.

FC010/19 To consider replacement Tipper Truck

Cllr T Silcock was to enquire about the hire of a Tipper Truck (from the Finance and Services Meeting 4 April 2019) but was not in attendance to provide an update.

With the theft of the Town Council vehicle on the 27 March 2019 it was discussed that there is a need to replace the vehicle with a second hand vehicle.

Town Clerk advised that the chargehand handyman had been to see her on the 17 April 2019 to advise that there is an identical Tipper Truck being advertised on i-bidder in Ollerton. Cllr M Richards advised that he was willing to visit the site where it is located and take a look at it on behalf of the Council as he has a mechanical background. He also extended this to any vehicle we may be considering to purchase.

FC011/19 To consider provisions for Christmas Lights for the Christmas Market 2019

Agreed to move this item to the 20 June 2019 Full Council Meeting.

ACTION: Town Clerk to add to agenda for the Full Council Meeting 20 June 2019.

FC012/19 To receive items for Information and future agenda items

Town Clerk had received the following correspondence:

- Chantry Walk – correspondence had been received from a resident of the Tall House enquiring whether we could plant some hardy plants on the wall of the Chanter as there is some anti-social behaviour around this location and it may help. Councillors advised that this area belongs to St Nicholas' Church.

ACTION: Town Clerk to advise resident, with contact details for St Nicholas' Church

- Town Clerk advised that further to previous approved minutes (Folio: FC154/19) notice has been serviced on the current mobile telephone provider (EE) as we currently pay £41.47 per month for 4 sim cards. Research found with Tesco Mobile you can update the Town Clerk mobile with a smartphone and 3 new sims for the 'operational staff' (as none of the operational staff want to replace their telephones after being asked) for £26.50 per month. Contract with EE expires on the 15 May 2019. The Tesco Mobile contract will commence a few days before so there is no stop in service and is a 24 month contract. The price of £26.50 a month will remain the same for the duration of the contract period. The new smartphone will also enable the Clerk to keep in contact with the residents more.

ACTION: Town Clerk to purchase new Mobile phone and sim cards

- New Website Design – 2commune. All unanimously agreed to go ahead with organising the 'Classic' UKLC local council website set up and training at £650 plus website hosting, support and annual licence at £400.

ACTION: Town Clerk to contact current website host to enquire about cancellation and arrange for 2commune to create new website

- The Tall House – payment had been received for Tuxford Town Council to supply, plant and maintain floral display in planters at The Tall House for the summer of 2019.

- Cllr E Atkin advised she has been approached by Tuxford Youth Football Club enquiring whether they can erect a fence around the changing rooms, along with enquiring whether they can have sole use of the playing fields on Gilbert Avenue. Town Clerk advised that we are still awaiting a reply from Bassetlaw District Council (BDC) regarding whether we can extend the lease or be gifted the land. The enquiry has been acknowledged but to date no response has been received.

It was agreed by all that Tuxford Youth Football Club will not be granted sole use of the playing field, as it is a community area for everyone's use. We await a response by BDC regarding whether they can erect fencing around their changing rooms.

ACTION: Cllr E Atkin to advise Tuxford Youth Football Club and Town Clerk to monitor response from BDC

- Cllr J Ogle Advised he had opposed the development on the Gamston Air Site, he will send another copy of his opposition to the Chair Person and Town Clerk.

Cllr E Taylor asked Cllr J Ogle what BDC Policy is on woodburners as Tuxford is a 'smokeless' town. Cllr D Preece advised that as long as it is DEFRA approved then they are safe but there is going to be a future directive coming into force on what you can burn on them.

FC2002/19 Date of next meeting: 16 May 2019

The meeting rose at 8.10 pm.

CHAIRMAN'S SIGNATURE:

DATE:

Appendix C

SUMMARY OF ACTIONS		
FC Point C/F from Previous Meeting (in RED)	action	By Whom
FC003/19	CCTV – Revised Quote from Richard Blagg (BDC)	Town Clerk
FC003/19	Circus Tyanna visit 05-12 May 2019	Town Clerk
FC003/19	TTC Email Addresses – Contact Clarity to arrange new email addresses	Town Clerk
FC004/19	Clark Lane Play Area – update on the condition of equipment	Town Clerk
FC008/19	Lengthman Scheme – confirm acceptance with VIA for 2019.20	Town Clerk
FC011/19	Christmas Lights for the Christmas Market – Move to agenda item 20 June 2019	Town Clerk
FC012/19	Set up new Tesco Mobile contract 12 May 2019	Town Clerk
FC012/19	Contact current website host to cancel service and arrange new website design with 2commune	Town Clerk
FC012/19	Advise Tuxford Youth Football Club that they can't have sole use of the playing fields and will advise them of fencing around their changing rooms once we have clarification from BDC	CLlr E Atkin

CHAIRMAN'S SIGNATURE:

DATE: