



Eastwood Town Council
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MINUTES OF THE MEETING OF EASTWOOD TOWN COUNCIL
Assets, Finance & Policy Committee
held on Tuesday 28th June 2022 at 5.00 p.m. in the Town Council Chamber

Present: Councillors D. Bagshaw, Mrs. K. Boam, M. Bullock & R. Bullock.
S. Trower (Town Clerk).

AFP1/2023 Appointment of Chairman to the Committee

Councillor D. Bagshaw proposed by Councillor R. Bullock, seconded by Councillor Mrs. K. Boam

RESOLVED: Councillor D. Bagshaw appointed Chairman to the Assets, Finance & Policy Committee.

AFP2/2023 To Receive Apologies for Absence

Apologies for absence were received from Mrs. S. Bagshaw & K. Woodhead.

AFP3/2023 Appointment of Vice-Chairman to the Committee

Councillor R. Bullock proposed by Councillor M. Bullock, seconded by Councillor Mrs. K. Boam

RESOLVED: Councillor R. Bullock appointment Vice-Chairman to the Assets, Finance & Policy Committee.

AFP4/2023 Variation of Order of Business

None

AFP5/2023 Declarations of Members Interests

Councillors D. Bagshaw & R. Bullock declared a non-pecuniary interest in allotment matters.

Councillor Mrs. K. Boam declared a non-pecuniary interest in Eastwood Memory Café.

AFP6/2023 To determine which additional items on any part of the agenda should be taken with the public excluded

None

AFP7/2023 To note the Minutes of the Meeting held on 10th March 2022

RESOLVED that the Minutes approved.

AFP8/2023 To review Eastwood Town Council Financial Regulations for recommendation of adoption by Eastwood Town Council for the period 2022 – 2023.

RESOLVED: - reviewed document to be presented to next Council meeting for consideration of adoption.

AFP9/2023 Energy Quotations for 120 Nottingham Road, Eastwood premises

Quotations received from six companies to provide best value costs for gas and electricity supply to the Council premises.

RESOLVED: -

That BGas Lite appointed to provide gas and electricity over a three-year contract commencing 5th July 2022 to 5th July 2025 to proceed with immediate effect.

AFP10/2023 Arrangements to invite applications for Grant Awards 2022 – 2023

RESOLVED: that arrangements made to publicise invitation of grant applications by 30th September 2022 with reception organised to present grants awarded to local organisations and groups.

AFP11/2023 To review Eastwood Town Council Asset Register 2022 – 2023

RESOLVED: -

- a) Recommendations as attached for consideration by Council.
- b) Insurance document for amendment for the period 2023 – 2024 to remove mowing machinery and equipment, street furniture reduced to £60,000, playground equipment removed from policy (responsibility had been transferred to Borough Council).
- c) Mayor & Deputy Mayor Chains of Office required repair and updated insurance replacement value.

AFP12/2023 Review of premises management 120 Nottingham Road Eastwood

The following matters were considered as part of the new system of premises management reported at the 28th of June 2022: -

- a) Annual service to gas central heating boiler completed March 2022
- b) Annual Legionnaire's report completed April 2022
- c) CCTV and alarm system serviced April 2022
- d) Fire extinguishers, emergency lighting and doors serviced June 2022
- e) PAT testing due to take place July 2022
- f) Tree to adjacent premises reference leave deposit on roof of Town Council offices
- g) Installation of baby changing facilities
- h) Assessment of basement by caretaker
- i) Boundary wall in need of attention to rear of premises, currently uncapped.

RESOLVED: - Rolling programme of services and works required to be reviewed at each meeting.

AFP13/2023 Receipts and payments schedule for Internal Review 2022 – 2023

RESOLVED: -

That a review to take place at each Assets, Finance & Policy Committee meeting with inspection and initial of bank statements and documentation by at least two cheques signatories on behalf of Council.

AFP14/2023 Allotments Report

A verbal report was received from Councillor R. Bullock: -

- a) Fencing requirements at Dovecote Road to secure existing fencing to residential properties. Noted three inspections carried out by contractors. No quotations received to date. Refer to full Council as work urgent.
- b) Some plots require urgent attention
- c) Outstanding rentals noted. Advisory letters to be sent to tenants.
- d) Application for change of name to tenancy noted.
- e) Recommendation for rentals to commence from 1st January each year to allow time to re-let unused gardens before growing season commences. Letters could then be issued each January to tenants not maintaining plots within the terms and conditions of the tenancy agreement.
- f) Recommendation try for one year to request rental from 1st January 2023 for 9 months rental.
- g) Tree to be inspected by tree surgeon on 29th June 2022 Derby Road allotment site following complaint.

RESOLVED: -

That the recommendations of reported approved with referral to full Council.

AFP15/2023 Date of next meeting

The next meeting to take place on Tuesday 13th September 2022 at 6.00 p.m. The meeting closed at 6.25 p.m.