



**Eastwood Town Council**

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Notts  
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6<sup>th</sup> January 2021

**Monday 11<sup>th</sup> January 2021 Meeting of Eastwood Town Council**

**To; The Town Mayor and Members of Eastwood Town Council**

You are hereby summoned to attend a Meeting of Eastwood Town Council, which will be held under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 at 7 pm on Monday, 11<sup>th</sup> January 2021. Joining instructions for Councillors and Members of the public to access this Meeting are as follows;

Clerk Eastwood Town Council is inviting you to a scheduled Zoom meeting.

Topic: Council Meeting

Time: Jan 11, 2021 7:00 pm Greenwich Mean Time

Join Zoom Meeting

<https://us02web.zoom.us/j/83770715096?pwd=ZzErZFVCdzBPaStMZWNNGNnJBa3gxUT09>

Meeting ID: 837 7071 5096

Passcode: 362110

One tap mobile

+442039017895,,83770715096#,,,,\*362110# United Kingdom

+441314601196,,83770715096#,,,,\*362110# United Kingdom

Dial by your location

+44 203 901 7895 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 051 2874 United Kingdom

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

Meeting ID: 837 7071 5096

Passcode: 362110

Yours sincerely

*Debra Townsend*

Debra Townsend

Town Clerk

## AGENDA

**Members are asked to email all declarations of interest to the Clerk before the Meeting.**

### **1. To Receive Apologies for Absence**

### **2. Prayers**

### **3. Variation of Order of Business - (if required)**

### **4. Declaration of Members Interests**

(a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item)

(b) Where a Member indicates that they have a Disclosable Pecuniary interest but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

(c) The Declarations of Interests for matters other than Disclosable Pecuniary Interests, Members will be asked to confirm that the record is correct.

### **5. Public Speaking – (30 Minutes)**

(a) If a Police Representative is in attendance, they will be given the opportunity to raise any relevant matter.

(b) If a County Council or District Council Member is in attendance, they will be given the opportunity to raise any relevant matter.

(c) A period of not more than 30 minutes will be made available for members of the public and Members of the Council to comment on any matter. Each Speaker may only speak for a maximum of 5 minutes

(d) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.

### **6. To determine which additional items on any part of the Agenda should be taken with the public excluded.**

If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: - "In view of the confidential nature of item ( ) to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item."

### **7. To confirm the Non-Confidential Minutes of the Town Council Meeting on 14<sup>th</sup> December 2020. (attached at Annexe A).**

### **8. To Confirm and Agree January 2021 Income and Payments (Attached at Annexe B).** An update may be provided at the Meeting.

### **9. Consideration of 2020/21 Accounts to 31<sup>st</sup> December 2020 and Bank Reconciliation. (Attached at Annexe C).**

**10. Budget 2021/22**

To agree the Budget for 2021/22 (Draft attached at Annexe D).

**11. Precept 2021/22**

To set the Precept for 2021/22, to be submitted to Broxtowe Borough Council.

**12. Internal Auditor**

To agree the appointment of Jo Taylor as the Internal Auditor for the final accounts 2020/21.

**13. Microsoft Updates**

To report that due to support being withdrawn on Windows 7, in January 2020, the Council purchased licenses to allow support to continue for an additional year. This expires on 14<sup>th</sup> January 2021. The Council's IT provider has advised that he might be able to upgrade to Windows 10 free of charge. However, if this is not possible, the Council will need to purchase either of the following;

- |    |   |                  |
|----|---|------------------|
| a) | Renew the licenses for Windows 7 security updates | £417.00 inc. VAT |
| b) | Upgrade the computers to Windows 10 Professional  | £659.97 inc. VAT |
- Council's instructions are sought.

**14. Levelling-Up Agenda Bid for Eastwood**

To receive an update on the Levelling-Up Agenda bid for Eastwood, agree the consultation document (attached at Annexe E), and associated costs.

**15. To Agree the next Meeting date as Monday 8<sup>th</sup> February 2021 at 7.00 pm.**

**16. Exclusion of the Press and Public**

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting due to the **confidential nature** of the business to be transacted.

**17. Clerk**

To advise Council that the Clerk has successfully completed the CiLCA qualification, and to consider an incremental salary increase (from NCP 32 to 33) as per her terms of Employment Contract for completion of this qualification. This will have the effect of an additional £761.28 per annum allocated to salaries.

**18. Deputy Clerk**

Declaration of other employment.