



## **Eastwood Town Council**

**120 Nottingham Rd, Eastwood  
NG16 3NP**

Town Clerk/RFO D. Townsend

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### **MINUTES OF THE ORDINARY MEETING OF EASTWOOD TOWN COUNCIL**

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 7pm on Monday 11<sup>th</sup> January 2021.

Present: Cllrs D. Bagshaw, S. Bagshaw, J. Holmes, M. Bullock, R. Bullock, M. Radulovic MBE, J. Sainsbury, M. Seagrave and R. Woods.

Cllr A. Harper (NCC)

D. Townsend (Town Clerk), J. Williamson (Deputy Town Clerk)

#### **TC110121/1 To Receive Apologies for Absence**

Apologies for absence were received from Cllr M Hannah.

#### **TC110121/2 Prayers**

None.

#### **TC110121/3 Variation of Order of Business**

None.

#### **TC110121/4 Declarations of Members Interests**

Cllrs S Bagshaw and D Bagshaw declared personal interests in all matters relating to allotments, as allotment holders.

#### **TC110121/5 Public Speaking**

Cllr D. Bagshaw read the police crime report from Sgt Ali Bryan. He also reported a letter received from Sgt Bryan asking if the Town Council would consider providing additional funding for the police to carry out a more concentrated approach to tackling the drug trade and providing a visible presence around Eastwood. Councillors expressed a strong response that as a precepting authority, this was the responsibility of the Police Authority.

Councillor Harper Nottinghamshire County Council (NCC) provided an update on current activity, including a report on hedges, footpaths, disabled parking.

Councillor Radulovic (Broxtowe Borough Council) gave an update on the current COVID situation within the area and provided details on Business Support grants which would be distributed. He also reported that there were currently four Covid Marshalls in Broxtowe, who were monitoring public areas. 150 community warnings had been issued to shops and businesses.

#### **TC110121/6 To determine which additional items on any part of the Agenda should be taken with the public excluded.**

None

#### **TC110121/7 To confirm the Non-Confidential Minutes of the Town Council Meeting on 14<sup>th</sup> December 2020.**

**RESOLVED** to agree and sign the Minutes as a true and accurate record.

#### **TC110121/8 To Confirm and Agree January 2021 Income and Payments.**

**RESOLVED** that all income and payments be noted and agreed (attached at Appendix A to the Minutes).

**TC110121/9 Consideration of 2020/21 Accounts to 31<sup>st</sup> December 2020 and Bank Reconciliation.**  
**RESOLVED** that the accounts and bank reconciliation as submitted be approved.

**TC110121/10 2019/20 Budget 2021/22**

**RESOLVED** that the Budget for 2021/22 as presented be agreed (attached at Appendix B to the Minutes).

**TC110121/11 Precept 2021/22**

**RESOLVED** that the Precept for 2021/22 be agreed as £110,565.00, an increase of 2%, and submitted to Broxtowe Borough Council.

**TC110121/12 Internal Auditor**

**RESOLVED** that Jo Taylor be appointed as the Internal Auditor for the accounts 2020/21.

**TC110121/13 Microsoft Updates**

It was reported 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 expired on 14<sup>th</sup> January 2021. The Council's IT provider had advised that he might be able to upgrade to Windows 10 free of charge.

**RESOLVED**

**a) Upgrade both PC's and the laptop to Windows 10 Professional at a cost of £659.97 inc. VAT.**

**TC110121/14 LEVELLING UP AGENDA BID FOR EASTWOOD**

Cllr Radulovic reported that an Officer at BBC had been appointed to write the formal bid submission for the Levelling Up Agenda Funding application. He also reported that a question would be asked in Parliament next week, and the local MP would be speaking to Robert Jenrick, Secretary of State for Housing, Communities and Local Government in respect of this matter. Cllr Radulovic also requested that this item be included on the Agenda for February 2021, to consider representatives for the Oversight Board who will oversee the bid process.

The consultation document had been circulated to all Councillors. It was explained that this consultation would be distributed as part of the Neighbourhood Plan Consultation.

**RESOLVED** that the consultation document as submitted be agreed, which was based on the '10-point plan' unanimously agreed at Council 14.12.20, and the Clerk, in consultation with Cllr D. Bagshaw (Leader of the Council), be delegated to arrange for the delivery to all households in Eastwood, to include a business reply return envelope, up to a cost of £5,000.00. It was requested that consideration also be given to the inclusion of an electronic online survey.

**TC 110121/15 To Agree the next Meeting Date**

**RESOLVED** that the next Meeting would be held on Monday 8<sup>th</sup> February 2021 at 7.00 pm.

**TC 110121/16 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.

**TC 110121/17 Clerk**

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

**RESOLVED** that the Clerk be awarded the salary increase as detailed above.

**TC 110121/ Deputy Clerk**

This item was withdrawn.

**The Meeting closed at 8.35 pm.**

**PAYMENTS TO APPROVE**

Date	Cheques	Name	Description	VAT	Total inc VAT
03/12/2020		Public Works Board	Loan		£4,410.55
03/12/2020	DD	Scottish Power	Electricity	£59.83	£359.00
03/12/2020	DD	Scottish Power	Gas	£8.33	£50.00
03/12/2020	BACS	TSB Bank	Service Charge		£9.20
08/12/2020	DD	Fuse	Microsoft Licences	5.28	£31.68
09/12/2020	DD	Virgin Media	Broadband/Telephone	12.19	£73.15
09/12/2020	DD	Waterplus	Dovecote Rd Allotments		£82.88
22/12/2020	BACS	Notts ALC	Cllr Training - Cllrs Holmes and Parker		£40.00
31/12/2020	DD	Waterplus	Office Water	£26.73	£160.37
19/01/2021	BACS	HMRC	PAYE/NI		£538.55
19/01/2021	BACS	Notts County Council	Pension		£951.84
25/01/2021	BACS	Wages	Wages		£3,073.63
11/01/2021	BACS	Konica Minolta	Copying costs	6.38	£38.30
11/01/2021	BACS	Konica Minolta	Copier Rental Costs	8.52	£51.12
11/01/2021	BACS	Enva	Skips for allotments	74.00	£444.00
				<b>£201.27</b>	<b>£10,314.27</b>

**INCOME TO APPROVE**

Date	Name	Description	VAT	Total
03/12/2020	Notts CC	Registrar Rent		562.50
			<u>0.00</u>	<u>562.50</u>

PROPOSED BUDGET 2021/22						
		CURRENT	ACTUAL	FORECAST	PROPOSED	
		2020/2021	2020/2021	2020/2021	2021/2022	
		£	£	£	£	
	<b>ALLOTMENTS</b>		Exc VAT			
4035	ALLOTMENT MAINTENANCE	£1,500.00	£2,511.00	£4,671.00	£4,400.00	12 x skips £2400
4034	WATER RATES	£1,000.00	£598.00	£1,000.00	£1,000.00	
	<b>COMMUNITY</b>					
4100	COUNCIL INITIATIVES (INC PLAYDAY)	£16,766.00	£0.00	£2,000.00	£15,130.00	May need to reconsider this (COVID)
4101	CIVIC INITIATIVES	£1,570.00	£28.99	£1,000.00	£5,615.00	
4108	SECTION 137 GRANTS	£3,000.00	£2,000.00	£7,000.00	£3,000.00	Additional £2000 food bank £2000 British Legion
4047	GARDEN SERVICES	£5,000.00	£2,919.00	£3,500.00	£4,000.00	
4104	REMEMBRANCE SUNDAY	£2,500.00	£12.37	£425.00	£2,500.00	
4103	CHRISTMAS LIGHTS SWITCH ON	£7,200.00	£0.00	£0.00	£7,200.00	Covers light switch-on event only
4200	SUMMER FLORAL DISPLAY	£5,000.00	£3,925.00	£4,710.00	£5,000.00	
4038	MILLENIUM CLOCK MAINTENANCE	£150.00	£120.00	£150.00	£150.00	
	<b>ELECTION FUND</b>	£5,000.00			£0.00	
	<b>ADMIN/STAFF RUNNING COSTS</b>					
	SALARIES (INC NI and PENSION)	£52,000.00	£33,184.00	£56,886.00	£59,000.00	Increase due to pensions/DC additional hours
4013	INSURANCE	£2,800.00	£2,328.00	£2,328.00	£2,800.00	
4014	TELEPHONES	£900.00	£427.00	£1,025.00	£1,200.00	

4019	COMPUTER/WEB MAINTENANCE	£2,000.00	£1,342.00	£2,702.00	£3,000.00	
4025	POSTAGE	£300.00	£148.50	£300.00	£300.00	
4026	STATIONERY	£500.00	£355.00	£500.00	£500.00	
4024	PRINTER	£500.00	£191.00	£500.00	£500.00	
4027	ADVERTISING	£0.00	£0.00	£0.00	£0.00	
4028	SUBS/PUBS	£1,600.00	£2,131.91	£2,131.91	£2,250.00	SLCC, NALC, Allotment Society
4030	TRAINING/TRAVEL EXPENSES	£800.00	£192.00	£600.00	£1,600.00	First Aid, Misc, Brushcutter Training
4040	OFFICE EQUIPMENT	£500.00	£0.00	£0.00	£500.00	
4056	AUDIT & ACCOUNTANCY	£700.00	£377.60	£700.00	£750.00	
4060	TOWN MAYORS ALLOWANCE	£500.00	£0.00	£500.00	£1,000.00	
	<b>120 NOTTM ROAD</b>					
4115	BUSINESS RATES	£3,500.00	£0.00	£3,000.00	£3,500.00	
4112	GAS	£400.00	£273.00	£400.00	£500.00	
4111	ELECTRICITY	£3,500.00	£2,541.00	£4,560.00	£5,000.00	
	WATER	£450.00	£393.00	£600.00	£650.00	
4119	BUILDING MTCE RESERVES (RINGFENCED)	£6,200.00	£0.00	£0.00	£0.00	
4120	BUILDING INSURANCE	£0.00	£0.00	£0.00	£0.00	
4099	PUBLIC WORKS BOARD LOAN	£8,850.00	£0.00	£8,850.00	£8,850.00	£45,368 Outstanding to beginning 2020
	<b>TOTAL EXPENDITURE</b>	<b>£134,686.00</b>	<b>£55,998.37</b>	<b>£110,038.91</b>	<b>£139,895.00</b>	
	<b>INCOME</b>					
4039	RETAIL RENT	£4,230.00	£4,052.00	£4,230.00	£4,230.00	
4040	POLICE RENT	£6,790.00	£5,092.00	£7,000.00	£7,000.00	
4036	NCC - REGISTRY OFFICE	£2,250.00	£2,250.00	£2,800.00	£2,800.00	
4176	INTEREST	£0.00	£199.87	£250.00	£250.00	

4175	COUNCIL TAX SUPPORT GRANT	£3,500.00	£0.00	£0.00	£0.00	Currently unknown
4110	ALLOTMENT RENTS	£3,000.00	£2,935.00	£3,300.00	£3,300.00	Currently 90 usable plots (some 1/2). 86 Allotment Holders
4035	CHAMBER RENTS	£2,700.00	£401.00	£401.00	£1,500.00	Lowered due to COVID
8838	RETAIL - SVCE CHARGE RECHARGE	£1,750.00	£1,130.00	£1,750.00	£1,750.00	
	POLICE - SVCE CHARGE RECHARGE	£5,000.00	£1,970.00	£5,000.00	£5,500.00	
4176	PRECEPT	£103,200.00		£103,200.00	£110,565.00	
	VAT RECLAIMED		£1,661.00	£3,000.00	£3,000.00	
	<b>TOTAL INCOME</b>	<b>£132,420.00</b>	<b>£19,690.87</b>	<b>£130,931.00</b>	<b>£139,895.00</b>	

PROPOSED PRECEPT = 2% INCREASE IN COUNCIL TAX

RESERVES

RESERVE ACCOUNT	£51,035.00
CURRENT ACCOUNT	£79,391.00
NATWEST (APPROX)	£10,000.00
	<u>£140,426.00</u>

THE DIFFERENCE BETWEEN CURRENT ACTUAL AND FORECAST	<u>£36,044.00</u>
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FORECAST RESERVES	<u><u>£104,382.00</u></u>
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RINGFENCED

BUILDING MAINTENANCE	£10,000.00	
ELECTION FUND	£10,000.00	
NEW COMPUTER SYSTEM/WEBSITE ACCESSIBILITY	£6,000.00	
2 x NEW NOTICEBOARDS (HILLTOP & OFFICE)	£4,000.00	
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		£30,000.00