



Eastwood Town Council  
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23<sup>rd</sup> May 2023

**To all Members of the Assets, Finance & Policy Committee of Eastwood Town Council**  
Councillors Z. Battison, D. Bagshaw, Mrs. S. Bagshaw, R. Bullock, K. Oliver, M. Radlovic M.B.E. & K. Woodhead. Mayor & Deputy Mayor ex-officio.

Dear Town Councillor

**Meeting of Eastwood Town Council Assets, Finance & Policy Committee  
To take place on Thursday 8<sup>th</sup> June 2023 commencing at 6.00 p.m.  
at the Eastwood Town Council Chamber**

You are hereby summoned to attend a Meeting of Eastwood Town Council's **Assets, Finance & Policy Committee Meeting**, which will be held on Thursday 8<sup>th</sup> June 2023 at 6.00 p.m. in the Eastwood Town Council Chamber.

Please submit apologies for absence to the Council office.

Yours sincerely

*Sheena Trower*

Sheena Trower CiLCA  
Town Clerk

**A G E N D A**

**Eastwood Town Council Assets, Finance & Policy Committee Meeting**  
**Thursday 8<sup>th</sup> June 2023 commencing at 6.00 p.m.**  
**In the Council Chamber, Nottingham Road, Eastwood NG16 3NP**

Members are asked to record all declarations of interest in the book provided before taking seat at the meeting or during the meeting if it becomes apparent an interest is valid.

The Chairman will announce the interests at the meeting.

- 1. Appointment of Chairman to the Assets, Finance & Policy Committee 2023 - 2024**
- 2. To Receive Apologies for Absence**
- 3. Appointment of Vice-Chairman to the Assets, Finance & Policy Committee 2023 - 2024**
- 4. Variation of Order of Business**
- 5. Declarations 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 (if relevant).

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

6. To consider approval of Minutes of last meeting Policy & Finance Committee meeting held 2<sup>nd</sup> March 2023 as attached.
7. Allotments Report – Cllr R. Bullock (i) General report (ii) Controlled fires on allotment gardens (Cllr Woodhead) (iii) to approve maintenance specification for contractors to maintain sites. (iv) use and insurance details for container Dovecote Road, Eastwood.
8. To review budget 2023 – 2024 to date.
9. To review structural management of premises 120 Nottingham Road, Eastwood and required works following inspection as attached.
10. To review Town Council Asset Register 2023 – 2024 recommendations
11. Office & civic requirements (i) (office chairs)  
  
(ii) cleaning of the Civic Chain of Office  
(iii) recommendation for recording equipment and policy as a aide memoir for staff for meetings of the Council (the recording for deletion on approval of printed Minutes.  
(iv) new telephone and update of system due to removal of existing lines by Virgin from June 2024.
12. Exclusion of public order
13. Lease agreements 120 Nottingham Road, Eastwood report.
14. Business rates 120 Nottingham Road Eastwood
15. Date of next meeting.