



Eastwood Town Council

120 Nottingham Road

Eastwood

Notts

NG16 3NP

Email townclerk@eastwood-tc.gov.uk

4th March 2024

To the Mayor & Members of Eastwood Town Council

**Eastwood Town Council Meeting
Monday 11th March 2024 commencing at 7.00 p.m.
at the Town Council Chamber, Nottingham Road, Eastwood NG16 3NP
under the provisions of the Local Government Act 1972**

Dear Mayor & Town Councillors

You are hereby summoned to attend the Meeting of Eastwood Town Council to be held on Monday 11th March 2024 commencing at 7.00 pm in the Council Chamber, 120 Nottingham Road, Eastwood, NG16 3NP.

An agenda is set out overleaf.

Please submit apologies to the Town Clerk before 12.00 noon on the day of the meeting.

Yours sincerely

Sheena Trower

Sheena Trower CiLCA
Town Clerk
Eastwood Town Council

EASTWOOD TOWN COUNCIL
Meeting to be held on Monday 11th March 2024
at the Town Council Chamber, 120 Nottingham Road, Eastwood NG16 3NP
commencing
Non-confidential business at 7.00 p.m.

A G E N D A

Members are asked to sign the following documents: -

- Attendance record for the meeting
- Complete the Declarations of Interest sheet (if appropriate).
- These will be available in the Council Chamber on the reception desk.

Opening prayer by Reverend David Stevenson

1. To receive apologies for absence

2. Variation of Order of Business – if required

3. 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 must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting 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 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.

(d) Members are reminded that it is their own responsibility to update their Registrations of Interest as soon as anything changes. This is a legal requirement and if not completed, in certain circumstances, may be subject to prosecution.

4. Minutes

- a) To confirm the Non-Confidential Minutes of Eastwood Town Council Meeting held 4th March 2024.**

- b) To confirm the Arts & Events Committee Meeting Minutes of meeting held 24th January 2024 approved at meeting held 28th February 2024.**

Non-confidential business:-

5. Suspension of Standing Orders to allow Public Speaking (30 minutes)

- a) Representative(s) from Nottinghamshire Police (i) Request for support towards residents' concerns with parking on pavements and blocking access for pushchairs and motorised disability scooters at Lynncroft, Eastwood
- b)
- c) Broxtowe Borough Council representative reports (Cllrs D. Bagshaw, Mrs. S. Bagshaw, R. Bullock, M. Radulovic M.B.E. & K. Woodhead)
- d) Nottinghamshire County Council representative report (Cllr K. Oliver)
- e) Members of the public address to Council
- f) Town Councillors with a pecuniary interest in agenda items an opportunity to address, answer questions or provide evidence relating to the matter under discussion for that interest.

6. Re-instatement of Standing Orders

7. 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 items () 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."

8. To receive Reports

- i. **Mayor's Report** Councillor Mrs. K. Boam
- ii. **Update on Eastwood Junior Council** – update (Cllr Woodhead).
- iii. **Arts & Events Committee (Chairman Cllr N. Levett)** Summary of meeting held Wednesday 28th February 2024.
- iv. **Assets, Finance & Policy Committee (Chairman Cllr D. Bagshaw) next meeting date 22nd April 2024**
- v. **Community Governance Review update** from Working Party Meeting (Cllr M. Bullock).
- vi. **Allotments Representative Report** Cllr R. Bullock & Assistant to the Clerk Mrs. E. Henshaw
- vii. **Reports from Outside Bodies** (i) Eastwood Volunteer Bureau (Cllr K. Oliver)

9. Financial Report

- (a) To receive income, expenditure and reconciliation at 29th February 2024 as circulated.
- (b) Confirmation annual fee for ICO paid 8th February 2024
- (c) Annual insurance renewal due before 31st March 2024 for 2024 – 2025 – quotation awaited.
- (d) Scribe Bookings System for room hire and invoicing through financial computer system quotation £348.00 per annum. Scribe currently used by Council for accounts and allotments.

10. Clerk Report as attached.

11. Planning Matters

- (i) Borough Council attached.

12. 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.

13. Personnel Committee Meeting held 26th February 2024 To receive draft Minutes attached and recommendations of the Committee (Chairman Cllr Mrs. J. Foxhall)

14. Premises Report 120 Nottingham Road, Eastwood (Cllr D. Bagshaw) update

- a) **Roof quotations received for referral to Assets, Finance & Policy Committee meeting 22nd April 2024**
- b) **Solar panel fittings for electricity supply report (Cllr Mrs. A. Ryan)**
- c) **CCTV amendments quotation**
- d) **Video Conference Options for Council Chamber** report as attached.
- e) **Temporary cleaning contract Council premises**
- f) **Request for baby changing table facility Council offices**

15. Date of next meetings at the Council Chamber: -

- (a) **Eastwood Town Council Meeting Monday 8th April 2024 commencing at 7.00 p.m.**
- (b) **Annual Town Meeting Monday 13th May 2024 commencing at 6.30 p.m.**
- (c) **Annual Town Council Meeting Monday 13th May 2024 commencing at 7.00 p.m.**

Clerk Report (Agenda item 10)

- a) **Eastwood Town Council Coffee Morning Event in the Council Chamber Easter Saturday 30th March 2024 to include children's colouring competition with Easter Theme**
- b) **Date for next Council & Police Coffee Morning Saturday 20th April 2024 from 10.00 a.m. – 12 noon.**
- c) **King Charles III Portrait for the Eastwood Town Council Chamber** ordered through Cubiquity 15th February 2024 confirmed.
- d) **Safer Roads in Eastwood** response received from ViaEm as attached.
- e) **Broxtowe Borough Council Report on Martyn's Law.** The Clerk had forwarded relevant information relating to the Town Council appropriate procedures already in place. Consultation process underway by Government. Emailed to Council 28th February 2024. Copy can be made available in print on request.
- f) **Staff Training** Town Clerk Sheena Trower & Financial Assistant/Civic Officer Esther Henshaw successfully completed Level II Food Safety for Catering at Derby College to provide qualified cover for events held at the Council Chamber e.g. Remembrance Reception.
- g) **Broxtowe Borough Council Events 2024 (i) Hemlock Event** to be held at Bramcote Hills Park, Stapleford on Saturday 8th June 2024. **(ii) Play Day Eastwood Thursday 1st August 2024** Coronation Park, Eastwood between 12 noon and 4.00 p.m. **(iii) Eastwood Christmas Lights Switch-on Event** Tuesday 26th November 2024 from 4.30 p.m. until 8.00 p.m.
- h) **NHS Eastwood Integrated Neighbourhood Working LDT Meeting Minutes 15.2.24** as attached.

- i) **Friends of Colliers Wood Meeting 10th January 2024** Minutes attached.
- j) **Charles Arnold-Baker Local Council Administration updated 13th Edition** £137.00 requested for Council purchase through NALC.
- k) **Nottinghamshire Association of Local Councils March 2024 newsletter** attached.

Public Participation

- Notice is given that at a time agreed by the meeting, 30 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting
- Any member of the public shall not speak for more than five minutes.
- A question asked by a Member of the Public during Public Participation shall not require a response or debate during the meeting though the Town Mayor may direct that a written response will be provided subsequent to the meeting.

Public Bodies Act (Admission to Meetings Act) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

Please switch off or to silence mobile phones during the Council meetings.

The meeting may be recorded only as an aide memoire for staff with deletion of the recording on approval of Town Council Minutes.