



# Eastwood Town Council

120 Nottingham Road  
Eastwood  
Notts  
NG16 3NP

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14<sup>th</sup> October 2024

**To the Mayor & Members of Eastwood Town Council**

**Eastwood Town Council Meeting  
Monday 21<sup>st</sup> October 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 21<sup>st</sup> October 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 21<sup>st</sup> October 2024**  
**at the Town Council Chamber**  
**120 Nottingham Road, Eastwood NG16 3NP**  
**Non-confidential business to commence 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).
- Members are reminded to update Register of Interest documents if appropriate.
- These will be available in the Council Chamber on the reception desk.

**Opening prayer**

**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 Meeting of Eastwood Town Council held 9<sup>th</sup> September 2024**

- b) **Arts & Events Committee Meeting Minutes held 29<sup>th</sup> July 2024 approved at Committee 16<sup>th</sup> September 2024.**
- c) **Assets, Finance & Policy Committee Meeting Minutes 22<sup>nd</sup> July 2024 approved at Committee 7<sup>th</sup> October 2024.**

**Non-confidential business:-**

**5. Reports from Authorities:-**

- (a) **Representative(s)** from Nottinghamshire Police
- (b) **Broxtowe Borough Council** representative reports (Cllrs D. Bagshaw, Mrs. S. Bagshaw, R. Bullock, M. Radulovic M.B.E. & K. Woodhead)
- (c) **Nottinghamshire County Council** representative report (Cllr K. Oliver)

**6. Suspension of Standing Orders to allow the following (maximum 30 minutes):-**

- a) **Members of the public** address to Council
- b) **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.

**7. Re-instatement of Standing Orders**

**8. 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 (14) 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."

**9. To receive Reports**

- i. **Mayor's Report** Councillor M. Bullock
- ii. **Update on Eastwood Junior Council** – update Cllr K. Woodhead
- iii. **Arts & Events Committee (Chairman Cllr N. Levett)** Recommendations from last meeting held 14<sup>th</sup> October 2024.
- iv. **Eastwood Christmas Lights Switch-on and Fireworks Tuesday 26<sup>th</sup> November 2024 from 6.00 p.m. until 8.00 p.m. (Santa's Grotto from 4.00 p.m. at D. H. Lawrence Museum)**
- v. **Annual Remembrance Service & Parade Sunday 10<sup>th</sup> November 2024 at St. Mary's Church with service from 9.30 a.m. followed by Parade to the War Memorials.**
- vi. **Armistice Day Commemorations Monday 11<sup>th</sup> November 2024 from 10.30 a.m. Mansfield Road Cottages & Memorial Garden.**
- vii. **Remembrance Sunday 2024 - Update from Working Party Meeting held 14<sup>th</sup> October 2024**
- viii. **Assets, Finance & Policy Committee Non-confidential section** - recommendations from 7<sup>th</sup> October 2024. Next meeting scheduled to take place Monday 9<sup>th</sup> December 2024 at 6.00 p.m. Confidential recommendations to be dealt with under Exclusion of Public Order.
- ix. **Community Governance Review** closing date 6<sup>th</sup> October 2024. Approved response submitted to Broxtowe Borough Council.
- x. **Eastwood Neighbourhood Plan** confirmation consultant available from 2025. To organise date for Working Party Meeting.
- xi. **Allotments Representative Report** Cllr R. Bullock & Assistant to the Clerk Mrs. E. Henshaw

- xii. **Garden Service 2024** completion of service report as attached.
- xiii. **Twining Association** (Cllr K. Woodhead)
- xiv. **Reports from Outside Bodies** (i) Eastwood Volunteer Bureau (Cllr K. Oliver)

## **10. Financial Report**

- a) To receive income, expenditure and reconciliation to 30<sup>th</sup> September 2024.
- b) Confirmation of conclusion of External Annual Audit (P.K.F. Littlejohn) for the period 1<sup>st</sup> March 2023 to 31<sup>st</sup> March 2024.
- c) Confirmation of Christmas Tree site testing, collection of tree and installation attached.

## **11. Clerk Report:-**

- (a) Town Council & Police Coffee Morning Saturday 14<sup>th</sup> December 2024** from 10.00 a.m. until 12 noon in the Town Council Chamber
- (b) Training J9** completed by Cllrs Mrs. K. Boam, Mrs. L. Grand-Scrutton, Mrs. A. Ryan, Town Clerk Sheena Trower & Civic Officer Esther Henshaw.
- (c) Staff Training** staff members will be completing Emergency First Aid Training & Health & Safety at Work in October and November 2024 at Derby College to support the Town Council Staff Training & Development Programme. Training completed by Town Clerk & Civic Officer Level II Food Safety, Fire Awareness Training completed by Town Clerk, Civic Officer & Assistant Caretaker.

## **12. Planning Matters**

- (i) Borough Council planning circulated to Council.

## **13. Exclusion of Public Order to allow the following:-**

- 14. Recommendations from confidential report Assets, Finance & Policy Committee Meeting held 7<sup>th</sup> October 2024 as attached.**

## **Date of next meetings at the Council Chamber: -**

- (a) Arts & Events Committee Monday 6<sup>th</sup> January 2025 at 7.00 p.m.**
- (b) Assets, Finance & Policy Committee Meeting Monday 9<sup>th</sup> December 2024 at 6.00 p.m.**
- (c) Eastwood Town Council Meeting Monday 13<sup>th</sup> January 2025 at 7.00 p.m.**

## **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.

### **CIVILITY AND RESPECT PLEDGE**

Approved at Annual Meeting of Eastwood Town Council held 13th May 2024

The Town Council APPROVED endorsement of the Pledge to support and enhance the recently adopted robust Code of Conduct (November 2022).

**CIVILITY AND RESPECT PROJECT** Throughout the sector, there are growing concerns about the impact bullying, harassment, and intimidation are having on local (parish and town) councils, councillors, clerks and council staff and the resulting effectiveness of local councils. The National Association of Local Councils (NALC), One Voice Wales, the Society of Local Council Clerks (SLCC) and county associations have responded to this by setting up a Civility and Respect Working Group to oversee the Civility and Respect Project.

**MISSION STATEMENT** Civility and respect should be at the heart of public life, and good governance is fundamental to ensuring an effective and well-functioning democracy at all levels. The intimidation, abuse, bullying and harassment of Councillors, Clerks and Council staff, in person or online, is unacceptable, whether by Councillors, Clerks, Council staff, or public members. This can prevent Councils from functioning effectively, Councillors from representing local people, discourage people from getting involved, including standing for election, and undermine public confidence and trust in local democracy. NALC, county associations and OVW, as the membership organisations representing the first tier of local government in England and Wales, and the SLCC, as the professional body for Clerks, are committed to working together to promote civility and respect in public life, good governance, positive debate and supporting the well-being of Councillors, professional officers and staff. To that end, the Civility and Respect Working Group will be working to deliver tangible resources, actions and interventions in four main areas: providing Councils with the tools to support good governance; lobbying to strengthen the standards regime and encouraging more people to get involved; training; and processes to intervene to provide support to struggling Councils.