



# Eastwood Town Council

120 Nottingham Road

Eastwood

Notts

NG16 3NP

Email [townclerk@eastwood-tc.gov.uk](mailto:townclerk@eastwood-tc.gov.uk)

20<sup>th</sup> November 2024

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

**Eastwood Town Council Meeting  
Monday 2<sup>nd</sup> December 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 2<sup>nd</sup> December 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**

- 1. Emergency evacuation procedure** – the meeting is held on the ground floor with full disabled access facilities in place. In the event of an alarm sounding, please vacate the premises through the main front door or through the emergency fire exit which leads to the car park. Assembly point signposted in the rear car park. Assistance will be provided to those who require help.
- 2. Public Participation Period** is set aside for a maximum of 30 minutes. Your comments and queries will be received and referred to Council.
- 3. Re-instatement of Standing Orders** Members of the public are respectfully reminded comments and questions will not be received after re-instatement of Standing Orders.

**EASTWOOD TOWN COUNCIL**  
**Meeting to be held on Monday 2<sup>nd</sup> December 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 21<sup>st</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 (i) traffic speeding issues in Eastwood (ii) other matters.
- 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 & 15) 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)** Next meeting scheduled to take place 6<sup>th</sup> January 2025. Request through Integrated Neighbourhood Working Group for involvement with litter pick walk and walking groups for the benefit of Eastwood.
- iv. **Street Arts Project update** (Cllr Mrs. J. Foxhall)
- v. **Heritage Gateway Signs Installation** 19<sup>th</sup> November 2024 update.
- vi. **Working Party Meeting VE/VJ Day 10<sup>th</sup> May 2025** copy of Minutes attached from meeting held 28<sup>th</sup> October 2024. Meeting summary 19<sup>th</sup> November 2024.
- vii. **Summary of the Annual Remembrance Service & Parade Sunday 10<sup>th</sup> November 2024 and Armistice Day Monday 11<sup>th</sup> November 2024.**
- viii. **Summary of the Eastwood Christmas Lights Switch-on and Fireworks Tuesday 26<sup>th</sup> November 2024.**
- ix. **Assets, Finance & Policy Committee** next meeting scheduled to take place 9<sup>th</sup> December 2024.
- x. **Community Governance Review** update from Broxtowe Borough Council.

- xi. **Eastwood Neighbourhood Plan** to confirm date for Working Party Meeting proposed Monday 13<sup>th</sup> January 2025 commencing at 5.30 p.m.
- xii. **Allotments Representative Report** Cllr R. Bullock & Assistant to the Clerk Mrs. E. Henshaw
- xiii. **Twinning Association update** (Cllr K. Woodhead)
- xiv. **Reports from Outside Bodies** (i) Eastwood Volunteer Bureau – to consider appointment of Member to represent Eastwood Town Council at the charitable organisation.

## **10. Financial Report**

- a) To receive income, expenditure and reconciliation to 31<sup>st</sup> October 2024.
- b) To receive income, expenditure and reconciliation to 30<sup>th</sup> November 2024.
- c) To seek approval for closure of the NatWest Reserve Account in the name of Eastwood Town Council with transfer of balance to TSB current account.

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

- (a) **Town Council & Police Coffee Morning Saturday 14<sup>th</sup> December 2024 to take place at the Town Council Chamber** from 10.00 a.m. until 12 noon in the Town Council Chamber with a visit from Santa Claus.
- (b) **Authorisation for submission of request to Nottinghamshire County Council to request installation of permanent speed cameras on Mansfield Road, Derby Road and Nottingham Road, Hilltop** (draft copy of report attached for consideration)
- (c) **Staff Training** (i) Staff members Town Clerk Sheena Trower, Civic Officer Esther Henshaw & Assistant Caretaker Trevor Wardle successfully completed Health & Safety Level II at Derby College 23<sup>rd</sup> October 2024, effective for three years. (ii) Staff training emergency first aid at work and use of defibrillator successfully completed by staff 11<sup>th</sup> November 2024 Town Clerk Sheena Trower & Assistant Caretaker Mr. T. Wardle. Civic Officer Esther Henshaw already holds valid certificate.
- (d) **Eastwood Town Council Offices closure for Christmas and New Year** The Town Council office will be closed from Monday 23<sup>rd</sup> December 2024 re-opening Thursday 2<sup>nd</sup> January 2025.
- (e) **Eastwood Christmas Lights 2024** letter received as circulated to Council.

## **12. Planning Matters**

- (i) Borough Council planning circulated to Council.

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

- 14. **To receive confidential Minutes from Eastwood Town Council Meeting held 21<sup>st</sup> October 2024.**
- 15. **Update on lease of part of premises at Eastwood Town Council Offices, 120 Nottingham Road, Eastwood** reports as attached.

Report on lease of Eastwood Town Council premises 120 Nottingham Road, Eastwood

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

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

**(c) Eastwood Neighbourhood Plan Working Party Meeting Monday 13<sup>th</sup> January 2025 at 5.30 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,

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**EASTWOOD TOWN COUNCIL MEETING MONDAY 2<sup>ND</sup> DECEMBER 2024**  
**EASTWOOD TOWN COUNCIL OFFICES OPENING HOURS FOR PUBLIC**  
**MONDAY TO THURSDAYS 10.00 A.M. TO 2.00 P.M.**  
**CLOSED FRIDAYS**

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.