



Eastwood Town Council
120 Nottingham Road
Eastwood
Notts
NG16 3NP
Email townclerk@eastwood-tc.gov.uk

6th June 2025

To the Mayor & Members of Eastwood Town Council

**Meeting of Eastwood Town Council
Monday 23rd June 2025 commencing at 7.00 p.m.
at the Town Council Chamber, Nottingham Road, Eastwood NG16 3NP**

Dear Mayor & Town Councillors

You are hereby summoned to attend the Council Meeting of Eastwood Town Council to be held on Monday 23rd June 2025 commencing at 7.00 pm in the Council Chamber, 120 Nottingham Road, Eastwood, NG16 3NP.

Town Councillors are reminded to review their Register of Interests forms which are lodged with Broxtowe Borough Council.

Please submit apologies to the Town Clerk before 12 noon on the day of the meeting.

Yours sincerely

Sheena Trower CiLCA
Town Clerk
Eastwood Town Council

EASTWOOD TOWN COUNCIL
COUNCIL MEETING TO BE HELD MONDAY 23rd JUNE 2025
AT THE TOWN COUNCIL CHAMBER, NOTTINGHAM ROAD, EASTWOOD

A G E N D A

The meeting will be opened with a prayer.

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.

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 item (c) of 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. To confirm the Non-Confidential Minutes

- (a) Eastwood Annual Town Council Meeting 12th May 2025
- (b) Arts & Events Committee Meeting 28th April 2025 approved at meeting 2nd June 2025
- (c) Personnel Committee Meeting 27th August 2024 approved at meeting 9th June 2025.

5. Public Forum

- a) Presentation of Eastwood Town Council Grant Awards to Local Groups and Organisations 2025 - 2026
- b) Representative(s) from Nottinghamshire Police
- c) Members of the public address to Council
- d) Report from Nottinghamshire County Council (Councillor James Walker-Gurley)
- e) Report from Broxtowe Borough Councillors (Councillors D. Bagshaw, R. Bullock, M. Radulovic MBE & K. Woodhead; dispensation Cllr Mrs. S. Bagshaw) (i) Cedar Project Report (ii) other.

- 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.

Closure of public forum

- 6. 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 (12, 13, 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.”

7. Financial Matters May 2025

- (a) To Confirm and Agree May 2025 income and expenditure as per attached schedule.
(b) Budget update to 31st May 2025 as attached.

8. Annual Audit of Accounts 2024 – 2025

- (a) To confirm completion of Internal Audit by Messrs. Pells Chartered Accountants for the end of year accounts 2024 – 2025.
(b) To receive and consider approval of Section 1 Annual Governance Statement 2024 – 2025
(c) To receive and consider approval of Section 2 Accounting Statements 2024 - 2025
(d) To confirm submission of accounting statements for the period 2024 – 2025 for completion of external audit to P.K.F. Littlejohn by 1st July 2025
(e) To confirm Notice of Public Rights and Publication of unaudited Annual Governance & Accountability Return for the period ending 31st March 2025 date to be agreed.

9. To consider submission of draft letter to Central Government reference Unitary Authorities Nottinghamshire.

10. Committee & Outside Bodies Reports

- (a) Arts & Events 2nd June 2025 attached
(b) Assets, Finance & Policy Committee next meeting to take place Monday 7th July 2025 at 6.00 p.m.
(c) Personnel Report under exclusion of Public Order (confidential report attached).
(d) Report from Outside Bodies – Eastwood Volunteer Bureau (Cllr Mrs. L. Grand-Scrutton

11. 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 – agenda items 12, 13, 14 & 15 below.

12. Allotment Report :-

- (i) To consider correspondence received from allotment tenants May & June 2025.
(ii) Recommendations for amendment of Tenancy Agreement for Allotments Tenants as per report.
(iii) Police Report regarding allotment matters and to review security of site following burglaries from allotment gardens.
(iv) Information regarding discussion for formation of Allotment Associations for the sites, subject to agreement of Council and tenants.

13. **To receive report and recommendations of the Personnel Committee** 9th June 2025 as Attached (Chairman of the Personnel Committee)
14. **Eastwood Town Council Premises Report** update following professional structural inspection (copy circulated) and recommendations contained therein for further report.
15. **Christmas Lighting 2025 to consider quotations as circulated.**
16. **Date of next meetings at the Council Chamber: -**

a) Assets, Finance & Policy	Monday 7th July 2025	6.00 p.m.
b) Arts & Events Committee	Monday 14th July 2025	7.00 p.m.
c) Full Council Meeting	Monday 28th July 2025	7.00 p.m.

Public Forum at Eastwood Town Council Meetings

- Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting as agreed at the Annual Town Council Meeting held 12th May 2025.
- 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.
- Following re-instatement of Standing Orders, Council business will resume.

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.