



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

19th July 2025

To the Mayor & Members of Eastwood Town Council

**Meeting of Eastwood Town Council
Monday 28th July 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 28th July 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 28th JULY 2025 at 7.00 p.m.
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 Town Council Meeting 23rd June 2025
- (b) Arts & Events Committee Meeting 2nd June 2025 approved at Committee 14th July 2025
- (c) Assets, Finance & Policy Committee Meeting 7th July 2025 for presentation to Committee 22nd July 2025.

5. Public Forum

- a) Representative(s) from Nottinghamshire Police
- b) Broxtowe Borough Council representative Darren Henry to address on the High Street Rental Auction with Eastwood a Designated Area to deal with vacant high street premises.
(power point slide for Council and public)
- 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)
- 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 (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.”

7. Financial Matters

- (a) **To Confirm and Agree June 2025 income and expenditure as per attached schedule.**
- (b) **Budget update to 30th June 2025 as attached.**
- (c) **Reconciliation on 20th July 2025 as attached for information.**
- (d) **Replacement of two desktop PC towers to comply with Windows 11 (effectively in place from 14th October 2025. £1,000 for two and £120.00 set up costs required for consideration.**

10. Reports, Committees & Outside Bodies Reports

- (a) **Town Mayor’s Report**
- (b) **Recommendations from the Committees: -**
 - (i) **Arts & Events Committee 14th July 2025**
 - (ii) **To receive recommendation for donations for support towards VE Day Concert held at St. Mary’s Church Eastwood Saturday 10th May 2025**
 - (ii) **Assets, Finance & Policy Committee 7th and 22nd July 2025**
- (c) **Allotment Report (Cllr R. Bullock)**
- (d) **Eastwood Neighbourhood Plan Working Group update**
- (e) **Report from Outside Bodies – Eastwood Volunteer Bureau (Cllr Mrs. L. Grand-Scrutton)**
- (f) **Town Clerk Report as attached**

11. Planning matters update from Broxtowe Borough Council website

12. Consultation Local Government re-organisation draft letter for consideration (Cllr M. Bullock)

13. Exclusion of Public Order to allow receipt of sensitive information

14. Town & Parish Council Protocols as attached.

15. Eastwood Town Council important dates: -

a) Full Council Meeting	Monday 8 th September 2025	7.00 p.m.
b) Arts & Events Committee	Monday 22 nd September 2025	7.00 p.m.
c) Assets, Finance & Policy Committee	Monday 29 th September 2025	6.00 p.m.
d) Personnel Committee	Date to be agreed	7.00 p.m.

e) Full Council Meeting	Monday 20 th October 2025	7.00 p.m.
f) Remembrance Sunday	9 th November 2025	from 9.30 a.m.
g) Christmas Lights switch-on	Saturday 22 nd November 2025	from 4.30 p.m.
h) Annual Civic Service	Sunday 7 th December 2025	3.00 p.m.
i) Full Council Meeting	Monday 8 th December 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.

Eastwood Town Council Clerk Report 28th July 2025

1. **Civic Officer & Allotments Administrator Esther Henshaw** has successfully completed the Introduction to Certificate of Local Administration with a certificate awarded 23rd June 2025. Esther will now work on the FILCA section of the certificate towards her CiLCA qualification.
2. **Nottinghamshire County Council Waste Local Plan – publication of Inspector’s Report available online New Waste Local Plan Website of the Nottinghamshire County Council and Nottingham City Council websites.**
3. **Grant Awards 2025 – 2026** several local groups and organisations have submitted letters of appreciation to the Town Council in response to the recent grant awards distributed at the last Council meeting 23rd June 2025. Include Broxtowe Women’s Project, Eastwood Memory Café, Eastwood Parkinson’s Exercise Group.
4. **V.E. Day Commemorations held 8th and 10th May 2025.** (i) Juliet Campbell M.P letter of appreciation received commending the Town Council for its organisation of the recent VE Day Celebrations held. (ii) Letter of appreciation received from Mrs. M. Handley on behalf of Eastwood & District Royal British Legion for the funds raised at the concert through donations and sale of pins in the sum of £484.20.
5. **Virgin Business account** for broadband costs to increase effective from 1st August 2025.
6. **Nottinghamshire Association of Local Councils AGM Wednesday 15th October 2025 at Calverton Village Hall from 13.30 p.m.** Councillors requested to advise the Town Clerk of their availability to attend and vote on behalf of the Town Council. Information circulated.
7. **School Council** recommendation for a response to be prepared to the student questions for consideration of approval at the next Council meeting 8th September 2025. The Council response can then be submitted to the new school term September 2025.
8. **Eastwood Town Council premises** roof fault reported to Council 21st July 2025. Further instructions awaited for temporary repair.