



Eastwood Town Council
120 Nottingham Rd, Eastwood
NG16 3NP

Tel: 01773 719384

Email: townclerk@eastwood-tc.gov.uk

**MINUTES OF MEETING OF
EASTWOOD TOWN COUNCIL
Held at the Eastwood Town Council Chamber NG16 3NP on
Monday 28th July 2025 commencing at 7.00 p.m.**

Present: Cllr Ken Woodhead (Town Mayor)

Mrs. E. Benton, Mrs. K. Boam, M. Bullock, R. Bullock, Mrs. L. Grand-Scrutton, N. Levett,
Mrs. A. Ryan & Mrs. R. Woods.

Also present: Staff Members Sheena Trower Town Clerk, Reverend David Stevenson, Mr. Darren Henry representing Broxtowe Borough Council and 6 members of the public.

Reverend David Stevenson read a prayer for the community including prayers following the loss of former Town Councillor and Town Mayor in 1977, Mr. Stuart Edwards.

ETC42/2026 Apologies for absence

Apologies received from Councillors D. Bagshaw, Mrs. S. Bagshaw (dispensation), Mrs. J. Foxhall, K. Oliver, M. Radulovic MBE. Reverend Stevenson extended apologies for absence for the next two Council meetings scheduled for 8th September and 20th October 2025.

ETC43/2026 Variation of Order of Business Resolved that agenda item 10(b)(ii) reference 120 Nottingham Road moved to Exclusion of Public Order.

ETC44/2026 Declarations of Members Interests

Councillor R. Bullock declared a non-pecuniary interest in agenda item 10(c) Allotment Gardens.

Councillor K. Woodhead declared a non-pecuniary interest in agenda item 10(c) Allotment Gardens.

Councillor Mrs. L. Grand-Scrutton declared a non-pecuniary interest as Member of Eastwood Volunteer Bureau (trustee), Eastwood People's Initiative (trustee), Broxtowe Women's Project (volunteer) and Beauvale Photography Group (secretary).

ETC45/2026 To Confirm the Council Minutes of the Town Council's Meetings

Resolved: - that the Minutes approved as a true record of proceedings and signed by the Town Mayor:-

- a) Eastwood Town Council Meeting held 23rd June 2025
- b) Arts & Events Committee held 2nd June 2025 received at committee 14th July 2025.
- c) Assets, Finance & Policy Committee meeting held 7th July 2025 received at committee 22nd July 2025.

- (a) **Police Matters** no attendance.
- (b) **Nottinghamshire County Council Matters – Cllr James Walker-Gurley** no attendance.
- (c) **Presentation by Broxtowe Borough Council representative Mr. Darren Henry – High Street Rental Auction with Eastwood Designated Area.** The meeting received a presentation by Mr. Henry on the Broxtowe Borough Council Economic Development scheme. Noted the initiative was a permissive power granted to authorities to rent out persistently vacant premises to businesses and community groups. Auction of lease rights for up to 5 years is the aim of the initiative with funding provided through Central Government to enhance the premises, subject to Town & Country Planning requirements. Broxtowe Borough Council noted as one of the early adopter Councils of the scheme.

Community engagement would take place from 28th July to 25th August 2025; a plan was distributed of the designated area for Council information. Information was received on the success of the scheme underway in a neighbouring town within Broxtowe. The process of the scheme was reported with an overall expectation of approximately nine months for each premises.

Questions were received by Mr. Henry and recorded for responses to be submitted to Council. Noted the ownership of the premises retained by the landlord who would benefit from the rental income, should premises be renovated and let. Up to £50,000 funding.

Mr. Henry agreed to update the Town Council on the project as a key stakeholder.

The Town Mayor, on behalf of the Town Council, extended appreciation to Mr. Henry for his informative address for the benefit of Eastwood.

- (d) **Broxtowe Borough Council Matters** (i) Apologies Borough Councillors D. Bagshaw & M. Radulovic MBE. Cllr R. Bullock reported on new bench installation at Walker Street as a contribution towards the launch of the D. H. Lawrence Walking Trail to take place 1st August 2025. New interpretation boards also installed detailing the history of the area. Broxtowe Borough Council Mayor's Tea Party to take place at the Eastwood Civic Office on 19th August 2025.
- (e) **Public Forum** Members of the public raised the following matters relating to Eastwood: -
 - (i) Ownership of The Canyons, off Walker Street, Eastwood. It was confirmed the site remained in the ownership of the developer reference residential housing site adjacent off Lynncroft. Noted some tidying works had been undertaken on Walker Street. Cllr Ryan expressed appreciation to resident for meeting her at The Canyons for an inspection.
 - (ii) Bell ringing at St. Mary's Church had been enjoyed by residents 28th July 2025. The Reverend Stevenson informed the meeting there were restrictions on the amount of times bell ringing allowed with respect for residents.
 - (iii) Request for step handrail from the top path to the lower area next to bowling green on Coronation Park. Referral to Broxtowe Borough Council.
 - (iv) Update on car park Nottingham Road received.

Closure of public forum.

ETC47/2026 **To determine which items on any part of the agenda should be taken with the public excluded.**

Resolved: - That agenda items 10(b)(iii) Council premises and 14 Council protocols and to be received under exclusion. Agreed that the press and public excluded during above agenda items due to the likely disclosure of sensitive information.

ETC48/2026 **Financial Report**

- a) Income, expenditure for the period 1st to 20th July 2025 circulated.
- b) Reconciliation to 20th July 2025 circulated.
- c) To consider replacement of computer towers at a cost of £1,000 plus £120.00 set up to comply with Windows 11 (effectively in place from 14th October 2025 to replace existing Windows system).
- d) Budget to 30th June 2025.

Resolved: -

That (a), (b) and (c) above financial matters approved.

That (d) referred to next meeting.

ETC49/2026 To receive Reports.

- (a) Report of the Town Mayor Cllr K. Woodhead** (i) Update on visit to organisations and venues in Eastwood which had supported the Eastwood's Bloomin's Marvellous event Saturday 5th July 2025. (ii) Visit to Movement for All at Brinsley Parish Hall 28th July 2025. (iii) Attended Broxtowe Borough Council Annual Town & Parish Meeting with Town Clerk held at Beeston 24th July 2025.
- (b) Arts & Events Committee** the Chairman to the Committee, Cllr N. Levett provided a written report to Council. Noted cancellation of festival 6th July 2025 due to inclement weather conditions. Eastwood Play Day planned at Coronation Park to take place on Thursday 6th August 2025. Green Festival organised by Broxtowe Borough Council planned for Coronation Park on Saturday 20th September 2025. Town Councillors encouraged to attend and assist with stall on site. Councillors encouraged to wear identification badges.
- (c) VE Day Event 10th May 2025 at St. Mary's Church** request for donations towards participating groups Nowmads and Springbank School Choir. **Resolved** that Nowmads and Springbank Choir granted £100.00.
- (d) Assets, Finance & Policy Committee Meeting** Draft Minutes of meeting held 22nd July 2025 circulated.
 - (i) Resolved** Financial Regulations review approved for adoption for the period 2025 – 2027.
 - (ii) Resolved** IT Policy adopted for the period 2025 – 2026.
 - (iii) Resolved** roof repairs referred to Exclusion of Public Order.
 - (iv) Eastwood Volunteer Bureau** Cllr Mrs. L. Grand-Scrutton reported as Council representative to the organisation. Grants received from Nottinghamshire County Council in the sum of £6,000.00 and Eastwood Town Council £500.00. Support from Sainsburys Community Champions, donations received. Transport scheme requiring volunteer drivers; Eastwood Foodbank volunteer to assist on Fridays required.

ETC50/2026 Clerk Report

- a) 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.
- b) 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.**
- c) 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. Includes Broxtowe Women's Project, Eastwood Memory Café, Eastwood Parkinson's Exercise Group.
- d) 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.
- e) Virgin Business account** for broadband costs to increase effective from 1st August 2025.
- f) 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. Cllr M. Bullock & Town Clerk to attend subject to availability.
- g) 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.
- h) Eastwood Town Council premises** roof fault reported to Council 21st July 2025. Further instructions awaited for temporary repair. Referred to meeting.

Resolved: - Report noted.

ETC51/2026 Allotments Report

Cllr R. Bullock provided a verbal report to Council. (i) Fires trial underway at Derby Road & Dovecote Road with no issues reported to date. (ii) Fencing repairs required to retaining timber fence onto new development. Contractor quotation £260.00. (iii) Large pothole on Dovecote Road car parking area now filled. Noted car with damaged tyre reported. Assessment of the vehicle had been undertaken with no further action recommended. (iv) Grass cutting contract underway at Dovecote Road. Derby Road common areas serviced by volunteers to date. (v) Tree stump on Derby Road to be treated, awaiting quotation. (vi) Report on untended plots Dovecote Road with letters sent to tenants advising of timespan for tending plots in accordance with terms of tenancy agreement. One vacancy on Derby Road; several plots available on Dovecote Road. (vii) Application to keep chickens on allotment garden. Noted the Allotment Law 1950 (Section 12) allows hens (up to 6) and rabbits (2) to be kept on a site plot, subject to the terms and conditions of the Council Policy.

Resolved: - (ii) quotation for repairs to fencing considered urgent. Cost of £260.00 approved.

(vii) Cllr R. Bullock & Town Clerk to draft policy for consideration at the next full Council meeting 8th September 2025.

ETC52/2026 Eastwood Neighbourhood Plan

Cllr M. Bullock reported on the work to date to draft the plan, working with appointed Planning Consultant. The meeting noted a report submitted by the Planning Consultant to Town Council. Government had declined further national grants to support the initiative. The cost of a referendum required for a completed plan noted.

Resolved: -

(a) That no further action to be undertaken to develop the plan.

(b) That a letter of appreciation be forwarded to the Planning Consultant for the work carried out to date on behalf of the Town Council.

ETC53/2026 Planning Matters as per circulated information from Broxtowe Borough Council

25/00508/DOC 136 Church Street Eastwood discharge of condition 6,7,8 and 9 of 23/00518/OUT.

No comments received.

ETC54/2026 Consultation Local Government re-organisation draft letter for submission to Government

A letter drafted by Cllr M. Bullock on behalf of the Town Council was referred from the last Council meeting held 23rd June 2025 for further amendments; the drafted document had been circulated to Council for consideration. Noted Broxtowe Borough Council had submitted a letter to Government on the proposals.

Resolved: - the draft letter approved for despatch to Government. A recorded vote requested and noted as follows: -

For

Councillor E. Benton
Councillor K. Boam
Councillor M. Bullock
Councillor R. Bullock
Councillor L. Grand-Scrutton
Councillor N. Levett
Councillor K. Woodhead
Councillor R. Woods

Against

Councillor A. Ryan

ETC55/2026 Exclusion of Press and Public**Resolved: -**

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.

ETC56/2026 Town & Parish Protocols

Information was circulated to the Council following receipt from Broxtowe Borough Council.

Resolved: - that the protocols adopted by the Town Council.

ETC57/2026 Eastwood Town Council Premises Report Recommendation Assets, Finance & Policy Committee

A recommendation from the Assets, Finance & Policy Committee meeting held 22nd July 2025 for consideration of asbestos survey to be undertaken on the whole premises prior to consideration of roof repairs/replacement.

Resolved: - Quotation in the sum of £595.00 plus VAT through Surveyhub.

ETC58/2026 Date of next meetings

| | | |
|---------------------------------------|--|-----------|
| a) Eastwood Town 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) Eastwood Town Council Meeting | Monday 20 th October 2025 | 7.00 p.m. |
| e) Remembrance Sunday | Sunday 9 th November 2025 | 9.15 a.m. |
| f) Annual Civic Service | Sunday 7 th December 2025 | 3.00 p.m. |
| g) Eastwood Town Council Meeting | Monday 8 th December 2025 | 7.00 p.m. |

The Town Mayor closed the meeting at 21.03 p.m.

Appendice ETC48/2026(a) Financial income and expenditure 1st June to 20th July 2025**Expenditure**

| Net | VAT | Total | Description | Supplier |
|---------|--------|---------|--|---------------------------------|
| 500.00 | 0.00 | 500.00 | Grant | Broxtowe Borough Council |
| 300.00 | 0.00 | 300.00 | EntertainmentcancellationfeeEastwoodSummerFestival | Aurora's Carnival |
| 244.00 | 0.00 | 244.00 | Eastwood Summer Festival miscellaneous costs | Eastwood Town Council |
| 34.56 | 6.91 | 41.47 | Eastwood Summer Festival miscellaneous costs | HuwsGray |
| 97.88 | 19.58 | 117.46 | Office equipment | Nottinghamshire County Supplies |
| 1930.00 | 386.00 | 2316.00 | Security Summer Festival 6th July 2025 | Showsec International Ltd |
| 360.00 | 0.00 | 360.00 | Garden Service | Chestnut Garden Services |
| 200.00 | 0.00 | 200.00 | Grant | 1st Eastwood Brownies |
| 1349.58 | 0.00 | 1349.58 | Eastwood Summer Festival miscellaneous costs | M Haslam Tech |
| 15.00 | 0.00 | 15.00 | D Day Flag Prize Award | Award winner |
| 314.67 | 62.93 | 377.60 | Skips for Allotments | Enva |
| 314.67 | 62.93 | 377.60 | Skips for Allotments | Enva |
| 104.00 | 20.80 | 124.80 | Internet and telephone | Virgin Media |
| 143.60 | 0.00 | 143.60 | Cleaning Contract | Jane Clean |
| 122.00 | 0.00 | 122.00 | First Aid Responders | S&L Medical Services |
| 100.00 | 20.00 | 120.00 | Fire extinguisher testing | BW Fire Engineering |

| | | | | |
|---------|--------|---------|--|---|
| 250.00 | 0.00 | 250.00 | Allotments Maintenance | J. Martin |
| 101.21 | 0.00 | 101.21 | Eastwood Summer Festival miscellaneous costs | Eastwood Town Council |
| 135.00 | 0.00 | 135.00 | Banners for festival 6th July 2025 | Mark Kemp Printers |
| 200.00 | 0.00 | 200.00 | Grant | Elderberries Over 60's Social Club |
| 635.38 | 127.08 | 762.46 | Electricity costs 120 Nottingham Road | Pozitive Energy |
| 70.12 | 14.02 | 84.14 | Electricity costs 120 Nottingham Road | Pozitive Energy |
| 50.00 | 0.00 | 50.00 | Return of allotment bond | Tenant |
| 62.22 | 12.44 | 74.66 | Website Hosting | Fuse |
| 315.00 | 0.00 | 315.00 | Garden Service | Chestnut Garden Services |
| 150.00 | 0.00 | 150.00 | Room hire | St. Mary's Church |
| 200.00 | 0.00 | 200.00 | Grant | Movement for All |
| 3995.73 | 0.00 | 3995.73 | Payroll | Payroll July 2025 |
| 13.65 | 0.00 | 13.65 | Service Charges | TSB Bank |
| 200.00 | 0.00 | 200.00 | Grant | Eastwood Garden Group Community Project |
| 69.07 | 0.00 | 69.07 | Water – Office | Waterplus |
| 4425.00 | 885.00 | 5310.00 | Summer Floral Display | Premier 1 (UK) |
| 150.00 | 0.00 | 150.00 | Artwork for Eastwood Festival design July 2025 | Mr. J. Melnchinko |
| 1459.00 | 0.00 | 1459.00 | Neighbourhood Plan Consultant Fees | Planning with People |
| 525.00 | 105.00 | 630.00 | Internal Audit | Pells |
| 2.60 | 0.00 | 2.60 | Refreshments | Heron Foods |
| 145.00 | 29.00 | 174.00 | Millennium clock repair | Time Assured Limited |
| 225.00 | 0.00 | 225.00 | Garden Service | Chestnut Garden Services |
| 50.00 | 0.00 | 50.00 | Return of allotment bond | Ian White |
| 200.00 | 0.00 | 200.00 | Grant | Broxtowe Women's Project |
| 994.74 | 0.00 | 994.74 | Staff Pension | Nottinghamshire County Council |
| 16.65 | 3.33 | 19.98 | Paint | Boyes |
| 200.00 | 0.00 | 200.00 | Grant | Extended family of Eastwood Memory Cafe |
| 200.00 | 0.00 | 200.00 | Grant | Eastwood Parkinsons Group |
| 400.00 | 0.00 | 400.00 | Grant | Eastwood Memory Cafe |
| 200.00 | 0.00 | 200.00 | Grant | Eastwood Rangers |
| 500.00 | 0.00 | 500.00 | Grant | Eastwood Volunteer Bureau |
| 54.00 | 0.00 | 54.00 | Postage | Royal Mail |
| 12.50 | 2.50 | 15.00 | Engraving window award trophy | Timpsons |
| 68.31 | 0.00 | 68.31 | Allotments water | Waterplus |
| 82.70 | 0.00 | 82.70 | Refreshments coffee morning | Tesco |
| 310.00 | 0.00 | 310.00 | Garden Service | Chestnut Garden Services |
| 240.26 | 0.00 | 240.26 | Allotments water | Waterplus |
| 54.66 | 10.93 | 65.59 | Water rates Office | Waterplus |
| 1000.00 | 0.00 | 1000.00 | Mayors Allowance | Cllr Woodhead |
| 10.82 | 2.17 | 12.99 | Office equipment | Universal Silk Screen Printers & Signmakers |
| 11.19 | 0.00 | 11.19 | Refreshments | Heron Foods |
| 200.00 | 0.00 | 200.00 | Summer Festival costs 6th July 2025 deposit Dragon | Dinosaurs and Dragons |
| 315.00 | 0.00 | 315.00 | Garden Service | Chestnut Garden Services |
| 551.09 | 110.22 | 661.31 | Electricity costs 120 Nottingham Road | Pozitive Energy |
| 101.57 | 20.31 | 121.88 | Gas | Pozitive Energy |
| 3000.00 | 600.00 | 3600.00 | Community Play Day | Broxtowe Borough Council |

| | | | | |
|-----------------|----------------|-----------------|--|---------------------------------|
| 9000.00 | 1800.00 | 10800.00 | Christmas Event 2025 | Broxtowe Borough Council |
| 600.00 | 0.00 | 600.00 | Computer support | Cloudantic IT |
| 45.00 | 9.00 | 54.00 | Window Cleaning | RS Cleaning Services Ltd |
| 5.44 | 1.09 | 6.53 | Cleaning Materials | Nottinghamshire County Supplies |
| 168.49 | 0.00 | 168.49 | Stamps | Nottinghamshire County Supplies |
| 11.19 | 2.24 | 13.43 | Stationery | Nottinghamshire County Supplies |
| 121.50 | 24.30 | 145.80 | VE Day Commemorative Event St. Mary's Church 10.5.25 | Showsec International Ltd |
| 182.00 | 36.40 | 218.40 | Security for VE Day Event | Showsec International Ltd |
| 174.00 | 34.80 | 208.80 | Defibrillator | Turtle Engineering Limited |
| 72.12 | 0.00 | 72.12 | VE Day equipment | Cllr Mrs. L. Grand-Scrutton |
| 215.00 | 0.00 | 215.00 | Garden Service | Chestnut Garden Services |
| 959.97 | 0.00 | 959.97 | Staff Pension | Nottinghamshire County Council |
| 62.22 | 12.44 | 74.66 | Website Hosting | Fuse |
| 14.17 | 2.83 | 17.00 | Cleaning Materials | Heron Foods |
| 712.50 | 142.50 | 855.00 | Premises survey RAAC | Inviser |
| 179.50 | 0.00 | 179.50 | Cleaning Contract | Jane Clean |
| 3697.65 | 0.00 | 3697.65 | Payroll | Payroll June 2025 |
| 4410.61 | 0.00 | 4410.61 | Public Works Board Loan | Public Works Board Loan |
| 180.00 | 36.00 | 216.00 | Electrical works retail unit for reclaim | Steve Walters |
| 13.40 | 0.00 | 13.40 | Service Charges | TSB Bank |
| 49107.19 | 4602.75 | 53709.94 | | |

Income 1st June to 20th July 2025

| Net | VAT | Total | Description | Customer |
|----------------|--------------|-----------------|-------------------------|------------------------------------|
| 562.5 | 0 | 562.5 | Registrar Rent | Nottinghamshire County Council |
| 27 | 0 | 27 | Room hire | Friends of EMC |
| 85 | 0 | 85 | Allotment Rent and Bond | Tenant |
| 1625.01 | 0 | 1625.01 | Retail Rent | The Little London Herbal Store Ltd |
| 62.5 | 0 | 62.5 | Allotment Rent | Tenant |
| 163.78 | 32.76 | 196.54 | Retail Service Charge | The Little London Herbal Store Ltd |
| 3.45 | 0 | 3.45 | Wayleave receipt | National Grid |
| 90 | 0 | 90 | Room hire | Hirer |
| 162 | 0 | 162 | Room hire | Beauvale Photography |
| 27 | 0 | 27 | Room hire | Macular Society |
| 87.5 | 0 | 87.5 | Allotment Rent | Tenant |
| 7127.22 | 0 | 7127.22 | VAT Refund | HMRC |
| 290 | 0 | 290 | Room hire | Eastwood Town Council |
| 50 | 0 | 50 | Allotment Bond | Tenant |
| 13 | 0 | 13 | Allotment Rent | Tenant |
| 63.84 | 0 | 63.84 | Interest Received | TSB Reserve a/c |
| 10439.8 | 32.76 | 10472.56 | | |

Bank Reconciliation 20th July 2025

| | |
|-------------------------------|--------------------|
| Opening balance | £15,200.74 |
| Add receipts | £231,588.15 |
| | £246,788.89 |
| Less expenditure to 20.7.2025 | £98,857.76 |
| Balance | £147,857.13 |