



**Eastwood Town Council**  
120 Nottingham Rd, Eastwood  
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**MINUTES OF THE MEETING OF EASTWOOD TOWN COUNCIL**

Held at 7.00 pm on Monday 11<sup>th</sup> February 2019

Present: Cllr P Hamilton (Mayor) and Cllrs D. Bagshaw, S. Bagshaw, M. Bullock, M. Hannah, D. Hallam, P. Lippiatt, J. Marsters, M. Radulovic MBE, T. Rowland, M. Seagrave and K. Woodhead.

Members of the Public

D. Townsend (Town Clerk) and J. Williamson (Deputy Town Clerk).

**TC110219/1 To Receive Apologies for Absence**

Apologies for absence were received from Cllrs A. Poxon and C. Robb. District and County Councillor T. Harper.

**TC110219/2 Prayers**

Reverend David Stevenson gave opening prayers.

**TC110219/3 Variation of Order of Business**

None

**TC110219/4 Declarations of Members Interests**

Cllrs S. Bagshaw and K. Woodhead declared an interest in Minute Number TC110219/12 and 22, as Allotment Holders, but did not complete a declaration of interests form.

**TC110219/5 Public Speaking**

Cllr D. Bagshaw read out a report provided by the Police which included an update of incidents in the Eastwood South area. It was requested that for the next Meeting, information on Eastwood North also be provided.

Cllr Harper (Broxtowe Borough Council and Nottinghamshire County Council), had requested that Councillors be asked if they would like him to arrange a visit from the Officer who was responsible for the traffic wardens, as there had recently been a lot of concern in Eastwood about the conduct of the Wardens.

It was agreed to ask Cllr Harper to arrange this for a future Meeting.

A Resident asked if Eastwood Town Council was still financially viable. Cllr D. Bagshaw responded that it was viable and a presentation on the budget proposals for 2019/20 would be given later in the Meeting. It was also pointed out that the Hazel Braithwaite Awards hadn't gone ahead in the current year. The Town Clerk responded that this was an oversight and a report would be submitted to a forthcoming Meeting on this matter.

**TC110219/6 To Confirm the Non-Confidential Minutes of the Town Council's Meeting on 14<sup>th</sup> January 2019.**

**RESOLVED** to agree and sign the Minutes as a true and accurate record, subject to Cllr Seagrave being noted as present.

**TC110219/7 To Confirm the Non-Confidential Minutes of the Personnel Meeting on 7<sup>th</sup> February 2019.**

**RESOLVED** to agree and sign the Minutes as a true and accurate record.

**TC110219/8 To determine which additional items on the Agenda should be taken with the public excluded.**

None

### **TC110219/9 Town Mayor Announcements**

The Town Mayor reported on events he had attended;

- The Holocaust Ceremony
- A Meeting of Eastwood Volunteer Bureau

### **TC110219/10 Reports of the Town Clerk**

None

### **TC110219/11 Planning Report**

Notification of Planning Appeal. Change of use from retail (Class A1) to an Adult Gaming Centre (sui generis), 62 Nottingham Road, Eastwood. Members views were sought.

**RESOLVED that the Town Clerk write to the Planning Inspectorate, objecting to this application on the grounds as detailed in Broxtowe Borough Council's planning refusal.**

Cllr D. Bagshaw reported that he was in receipt of full plans for the Planning Application proposing social housing on Plumtre Way which could be viewed.

### **TC110219/12 Allotment Maintenance**

Members were advised that the allotment maintenance contract was due to be renewed.

**RESOLVED that the Town Clerk request three quotations for this contract based on the same level of service as the previous year.**

### **TC110219/13 Information Commissioner's Office (ICO) Registration**

Members were advised that in line with current legislation, Eastwood Town Council must register with the ICO in order to comply with Data Protection Regulations. The cost for this is £40.00 to be paid by Direct Debit.

**RESOLVED that this amount be paid and direct debit forms be completed.**

### **TC110219/14 Report on Water Costs for Dovecote Road and Derby Road Allotments and 120 Nottingham Road**

A report was submitted on the water costs for 2018 which indicated a higher usage of water, particularly at Dovecote Road Allotments, where an increased usage of sprinklers had been noted. This matter would continue to be monitored and further reports submitted when necessary.

**RESOLVED that this matter continue to be monitored and the rules concerning the use of water at the allotment sites be examined.**

### **TC110219/15 Internal Auditor**

**RESOLVED that Jo Taylor be appointed as Internal Auditor for the 2018/19 accounting period.**

### **TC110219/16 Report on the Local Improvement Grant Scheme**

A report was submitted on the Local Improvement Grant Scheme and the possibility of applying for a grant from the 2019 fund to install a DH Lawrence statue or similar.

**RESOLVED that as the funding options for this project were limited due to the requirement for match funding, and the short timescales involved, this would not be pursued.**

### **TC110219/17 Garden Service**

Members were advised that due to the size of this contract, three quotations should be received.

**RESOLVED that the Clerk issue requests for quotations for this work for 2019, based on the same level of service as the previous year.**

### **TC110219/18 S137 Grant**

Members were asked to consider issuing a grant to the First Responders following the excellent work they had recently done in providing CPR Training at the Council Offices.

**RESOLVED that a grant of £150.00 be presented to First Responders.**

### **TC110219/19 To consider quotations for the following;**

- a) Up-dated website. To upgrade to a website that is fully functional, compliant and to allow ETC staff to update in line with current legislation.

b) To up-date the current website and email addresses to .gov.uk (this is currently .org.uk), to allow for a more professional presence.

c) To move the Council computer system onto a Cloud-based application.

d) To provide all Councillors with an Eastwood Town Council.gov.uk email address.

Members were provided with a report on this matter on both 12<sup>th</sup> November 2018 and 11<sup>th</sup> January 2019.

**RESOLVED that**

**a) Updated website – that this contract be offered to Wish Computers as per their quotation - £750.00 one-off charge, £240.00 per annum, plus £37.50 per hour for any ongoing work required.**

**b) Updated website and email addresses to .gov.uk – this item was not agreed.**

**c) Updated computer system – that this contract be offered to Cloudantic IT as per their quotation - £600.00 one-off charge, £1200.00 per annum**

**d) Councillors eastwoodtowncouncil email addresses – this item was not agreed.**

#### **TC110219/20 To Confirm and Agree Income and Payments for January/February 2019**

Income and payments for January and February 2019 were distributed to all Members.

**RESOLVED to agree all payments (attached at Annexe A to the Minutes).**

#### **TC110219/21 Consideration of 2018/19 Accounts to 31<sup>st</sup> January 2019 and Bank Reconciliation**

The 2018/19 Accounts year to date and Bank Reconciliation were circulated to all Councillors.

**RESOLVED that these items be noted (attached at Annexe B to the Minutes<sub>[DT1]</sub>).**

#### **TC110219/22 To agree the Budget and Setting of the Precept for 2019/2020**

A suggested budget submitted by the Clerk had been considered by Council in December 2018 (Minute Number TC101218/11).

Councillor D. Bagshaw presented the amended Council's budget proposals and stated that the last year was financially a very difficult year, with a large amount of money being taken fraudulently from the Council's bank account. It had been necessary to streamline and examine each budget area in far greater detail than normal, and would require a number of amendments to the original budget proposals;

a) In setting the Town Council Tax Budget – there would be no increase in the Council tax for Eastwood residents.

b) All building maintenance would be put under one heading for transparency and ease of accounting.

c) Eastwood Town Council would be involved in a number of initiatives over the next year, including Civic and Council initiatives. The Council hoped to support an additional Play Day, the DH Lawrence Festival and DH Lawrence Music Festival and Section 137 grants to local groups. The Council would once again provide funds for the garden service, Remembrance Sunday, and Christmas Lights Switch-On event, and the Summer floral display would also be supported.

d) In order to encourage greater take up and healthier lifestyles, it was proposed to reduce the allotment rents by approximately 10%, from £44.00 down to £40.00 for a full plot, commencing 1<sup>st</sup> April 2019. Additional security would also be considered, in particular at Derby Road, and other initiatives to ensure all allotments were taken.

e) It was also intended to use the underspend of the current years income to form a reserve account for any potential liabilities, in addition to the reserves already included within the budget. It was estimated that this would allow the Council to hold approximately an additional £20,000 reserves, based on the year end forecast.

The Clerk re-iterated the importance of holding adequate reserves, of which the amount put aside was still not sufficient. It was imperative that any underspend in the current year be put aside and ear-marked for reserves.

**RESOLVED that**

**a) the above remarks be noted**

**b) the proposed budget be accepted (Attached at Appendix C to the Minutes)**

**c) That the Precept for 2019/20 be set at £103,200 (One hundred and three thousand, two hundred pounds), and the Precepting Authority be advised accordingly.**

#### **TC110219/23 Items for Information in the Information Folder**

All items had been circulated by email.

**NOTED**

**TC110219/24 Exclusion of the Press and Public**

**RESOLVED** that 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.

**TC110219/25 To Confirm and agree the Exempt Minutes of the Personnel Meeting on 7<sup>th</sup> February 2019**

**RESOLVED** to agree and sign the Minutes as a true and accurate record.

**TC110219/26 Payment of Professional Qualification**

**RESOLVED** that the professional qualification annual subscription be paid from the Training Budget.

The Meeting closed at 8.40 pm.

The date of the Next Council Meeting was confirmed as March 11<sup>th</sup> 2019 at 7.00 pm.