



Eastwood Town Council

120 Nottingham Road
Eastwood
Notts
NG16 3NP

Email: townclerk@eastwoodtowncouncil.org.uk

7th July 2021

Monday 12th July 2021 Meeting of Eastwood Town Council

To; The Town Mayor and Members of Eastwood Town Council

You are hereby summoned to attend a Meeting of Eastwood Town Council to be held at 7.00 pm, Monday 12th July 2021 in the Council Chamber, 120 Nottingham Road, Eastwood, NG16 3NP.

Please note the following arrangements to comply with COVID regulations;

Maintain a 2 metre distance

Please bring a mask – I will confirm if they will be required closer to the time

Sanitise hands on entrance

Please avoid close contact during entrance/exit etc.

Members of the public are welcome to attend this Meeting. However, again, social distancing will need to be considered and numbers will be limited.

Yours sincerely

Debra Townsend

Debra Townsend
Town Clerk

AGENDA

Members are asked to email all declarations of interest to the Clerk before the Meeting.

1. To Receive Apologies for Absence

2. Prayers

3. Variation of Order of Business - (if required)

4. 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.

5. Public Speaking – (30 Minutes)

- (a) If a Police Representative is in attendance, they will be given the opportunity to raise any relevant matter.
- (b) If a County Council or District Council Member is in attendance, they will be given the opportunity to raise any relevant matter.
- (c) A period of not more than 30 minutes will be made available for members of the public and Members of the Council to comment on any matter. Each Speaker may only speak for a maximum of 5 minutes
- (d) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.

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 () 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. To confirm the Non-Confidential Minutes of the Ordinary Council Meeting on 7th June 2021 (attached at Item 7).

8. To note and accept the recommendations of the Non-Confidential Minutes of the Arts and Events Committee Meeting on 30th June 2021 (attached at Item 8).

Recommendations are outlined below;

AE300621/11 Councillor Surgeries

RECOMMENDED to purchase a 'feather flag pole' with the Eastwood Town Council logo. The Clerk and Deputy Clerk to ensure that the event is advertised through a press release in the Eastwood and Kimberley Advertiser, on noticeboards and through social media.

AE260521/12 Litter Pick

RECOMMENDED that the Deputy Clerk seek further quotations for protective gloves and hi viz vests. Cllr Foxhall to report on the suitability of the equipment purchase via ebay for the council once she receives the items.

AE300621/13 Remembrance Sunday

RECOMMENDED to invite Jonathon Cooper – Chairman of the Eastwood and District Branch of the Royal British Legion to a future council meeting.

AE300621/15 War Memorials

RECOMMENDED that the Deputy Clerk obtain a quotation for replacing the lettering on the Cadets Cross.

AE260521/13 Allotments

- a) **To discuss a second quotation for clearing the sheds on plot 58 Dovecote Road**
Councillors discussed the first quote from Clear Waste for £2500 and the new quote from Clearance Clarence at £945 plus VAT.
RECOMMENDED to accept the quote from 'Clearance Clarence' to clear the sheds at plot 58 Dovecote Road at a cost of £945 plus VAT.
- b) **To appoint a new Allotment Representative.**
RECOMMENDED that Cllr R Bullock be elected as the new Allotment Representative.
- c) **Allotment Fires.**
RECOMMENDED to keep the ban on Allotment fires until the guidance changes.
- d) **To receive email replies in relation to letters sent following Minute No: TC091120/12**
RECOMMENDED to reply to the plot holders concerned, thank them for their emails and that their replies had been noted.

9. Purchase of Portable Feather Flag (See Minute Number AE300621/11)

To confirm and agree the cost of this to be £100.79 (to include a solid base).

10. To Confirm and Agree July 2021 Income and Payments (attached at Item 10).

An update may be provided at the Meeting.

11. Consideration of Accounts to 30th June 2021 and Bank Reconciliation (attached at Item 11).

To consider and agree month end 31st May 2021 accounts.

12. Levelling-Up Agenda Bid for Eastwood

To receive an update on the Levelling-Up Agenda Bid to include;

- a) Meeting with Nottinghamshire County Council
- b) To nominate two representatives to attend the new Task and Finish Group set up by Broxtowe Borough Council to progress the Bid. A Meeting has been proposed for 14th July at Eastwood Town Council Offices.

13. Welcome Back Fund

To report on the new Welcome Back Fund. This is reported to Council, not the Arts and Events Committee, due to the short timescales for initial expression of interest forms (attached at Item 13).

14. Councillor Vacancy

To report that there have been no requests for an election following the recent Statutory Notice of Vacancy, and a Vacancy for Co-option will now be advertised.

15. Community Governance Review

All information has been circulated on the Community Governance Review, and Councillors are requested to consider any response from the Town Council.

16. Queens Platinum Jubilee Beacons 2nd June 2022 (attached at Item 16).

To consider purchasing a Beacon to commemorate the Queens Platinum Jubilee. At the request

17. Attendance at Training Event

Cllr Hannah has requested that she be authorised to attend an online event on The Future of High Streets and Town Centres at a cost of £43.09 + £8.62 VAT (Payment by Invoices/BACS).

18. Room Hire

Availability of the Chamber for hire following COVID19 to be reviewed.

19. Room Bookings (Council Chamber)

- a) review and agree the charges for room bookings (attached at Item 19a).
- b) review the room hire policy (attached at Item 19b).

20. Appoint Member Representatives to the following;

- a) Arts and Events Committee (3 vacancies)
- b) Finance Committee (1 vacancy)
- c) Remembrance Day Informal Working Group (2 vacancies)
(Committee Membership attached at Item 20).

21. Councillor Absence

To consider the reasons for the potential failure of Cllr J. Sainsbury to attend the Council for six consecutive months (report attached at Item 23).

22. Recording of Absences

Councillors are requested to include their reasons for absence along with apologies when submitted for a Meeting.

“...reasons for absence known to the Council should be minuted. Where a Council is considering a reason for absence, some reason or explanation must be known to it and this must be approved by affirmative resolution...before the end of the six months. If at that moment the council fails to consider

the question, the office falls vacant without further ado, and the vacancy must be declared and filled in the proper manner”

Source; Arnold-Baker on Local Council Administration

23. Training Course

To request the Council agrees to support the Deputy Clerk to do the ILCA to CiLCA Course at a cost of £144.00 including VAT. The Deputy Clerk has already successfully completed the ILCA.

24. Attendance at SLCC Conference

To request that the Council agree for the Town Clerk to attend the 2-day SLCC Conference at Leicester at a cost of £280.00 plus VAT (attached at Item 24). For further information; <https://www.slcc.co.uk/event/national-conference-2021/>

25. Hybrid Working

To request that the Council considers hybrid-working (office and home-based) for staff on an agreed number of days per month. Full consideration would be given to Office opening hours and ensuring that all operational duties were fulfilled. Following the COVID pandemic, it has been established that our current systems fully support home-working. This could be considered on a trial basis initially (supporting information attached at Item 25).

26. Meeting Close