



Eastwood Town Council
120 Nottingham Rd, Eastwood
NG16 3NP

Contact Acting Town Clerk D. Townsend
Tel: 01773 719384
Email: town.clerk@eastwood-town-council.org.uk

MINUTES OF THE ANNUAL MEETING OF EASTWOOD TOWN COUNCIL
Held at 7.00 pm on Monday 14th May 2018

Present: Cllr P Hamilton (Mayor) and Cllrs D Bagshaw, S Bagshaw, R Charlesworth, D Hallam, J Marsters, A Poxon, M Radulovic MBE, C Robb, T Rowland and K Woodhead.
Members of the Public.
D. Townsend (Acting Town Clerk).

TC140518/1 To Elect a Town Mayor for the Ensuing Year

RESOLVED that Cllr Pat Hamilton be elected as Town Mayor for 2018/19. Cllr Hamilton read out the Declaration of Acceptance of Office of Town Mayor and signed the declaration.

TC140518/2 To Elect a Deputy Town Mayor for the Ensuing Year

RESOLVED that Cllr Susan Bagshaw be elected as Deputy Town Mayor for 2018/19. Cllr Bagshaw read out the Declaration of Acceptance of Office of Deputy Town Mayor and signed the declaration.

TC140518/3 To Receive Apologies for Absence

Apologies for absence were received from Cllrs Thomson and Lippiatt.

TC140518/4 Prayers

Reverend David Stevenson gave opening prayers.

TC140518/5 Variation of Order of Business

None

TC140518/6 Declarations of Interest

None

TC140518/7 To Confirm the Non-Confidential Minutes of the Town Council's Meeting on 23rd April 2018.

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

TC140518/8 To determine which additional items on the Agenda should be taken with the public excluded.

None

TC140518/9 Appointment of co-opted Members

Three people had expressed a wish to be co-opted onto the Town Council. As there were currently two vacancies, the three prospective candidates were asked to address the Town Council, after which Members would vote for each candidate. The two candidates with the most votes would be invited to join the Council. **RESOLVED** that **Domenica Lapinto and Matthew Bullock** be invited to accept the Office of Member of Eastwood Town Council. Both read out the Declaration of Acceptance of Office and signed the declaration. They also both completed their Register of Members Interests forms.

TC140518/10 Reports of the Town Clerk

The Town Clerk reminded all members of the necessity to update their Register of Interest forms in accordance with the Code of Conduct. To not do this could leave a Councillor open to prosecution.

TC140518/10 Group Leaders and Deputy Leaders of the Council

RESOLVED that Cllr D. Bagshaw continue in the role of Leader of Eastwood Town Council.

TC140518/11 Receipt of Nominations to Existing Committees

RESOLVED that the following Members be nominated as Members of the Personnel Committee; The Mayor and Cllrs D Bagshaw, J Marsters and A Poxon.

TC140518/12 Review of representation on, or work with External Bodies, and arrangements for reporting back, and to consider Town Council representation for other community groups as suggested by Town Councillors.

Organisations were reviewed and it was;

RESOLVED that the following nominations be made

Broxtowe Youth Homelessness	Cllr Lapinto
Cancer Research	Cllr Hamilton
Broxtowe Mediation Service	Cllr Hamilton
Town Centre Management Group	Town Mayor
Volunteer Bureau	Cllr Bagshaw
Tenants and Residents	Cllr Woodhead

TC140518/13 In Accordance with Standing Orders, the following items were to be considered.

- Review of the Delegation Arrangements to Committees, Sub-Committees, Employees and other Local Authorities
- Review of the Terms of Reference for Committees;
 - a) Personnel
- Appointment of any new Committees and confirmation of;
 - a) terms of reference
 - b) the number of members
 - c) receipt of nominations
- Review and Adoption of Standing Orders and Financial Regulations
- Review of arrangements, including any Charters with other Local Authorities and review of contributions made to expenditure incurred by other Local Authorities
- Review of inventory of land and assets including buildings and office equipment
- Review and confirmation of arrangements for insurance cover in respect of all insured risks
- Review of the Councils and/or Employees Memberships of Other Bodies
- Review of the Councils Complaints Procedure
- Review of the Councils policies, procedures and practices in respect of its obligations under the Freedom of Information and Data Protection Legislation
- Review of the Councils policy for dealing with the Press/Media

RESOLVED that the above items be reviewed at the Meeting of Eastwood Town Council on 11th June 2018.

TC140518/14 Setting of the Dates, Times and Place of Ordinary Meetings of the Full Council for the Year Ahead

RESOLVED that Meetings for the ensuing year be agreed as per the schedule attached at Appendix A.

TC140518/15 Accounts 2017/18

Members were asked to consider changes to the accounting system and appointing an Internal Auditor.

RESOLVED

- (a) That for the ensuing year, the system of accounting be changed to Payments and Receipts Accounting.
- (b) That Jo Taylor be appointed to carry out the 2017/18 Internal Audit.
- (c) That PKF Littlejohn (External Auditor) be contacted and asked if an extension can be given to complete the Year End due to staffing issues.
- (d) That the final accounts be submitted to Eastwood Town Council at its June 2018 Council Meeting.

TC140518/16 To Confirm and Agree Payments for May 2018 as follows;

	Payee		VAT	TOTAL
DIRECT DEBITS				

16.4.18	Broxtowe Borough Council	£267.00		£267.00
4.6.18	Public Works Loan Board	£4410.55		£4410.55
BACS PAYMENTS				
	Staff Payments	£1908.44		£1908.44
	Cleaning Services Ltd (Windows)	£45.00	£9.00	£54.00
	Pells - Payroll	£275.00	£55.00	£330.00
	Notts ALC – Local Council Review	£17.00		£17.00
	TOTAL PAYMENTS	£6922.99	£64.00	£6986.99
INCOME				
	Broxtowe Borough Council Precept	£105,580.00		£105,580.00
	TOTAL INCOME			£105,580.00

RESOLVED to agree all payments as detailed above.

TC140518/17 Consultation response required – THE NOTTINGHAMSHIRE COUNTY COUNCIL (QUEENS ROAD NORTH, EASTWOOD), (PROHIBITION OF WAITING) TRAFFIC REGULATION ORDER 2018 (5252)

RESOLVED that no response required.

TC140518/18 Response from Eastwood Town Council with regard to the Core Strategy/Neighbourhood Plan

This item was discussed in full, and development options for this site that would be acceptable to the Town Council were outlined.

RESOLVED that Cllrs Radulovic, MBE and Bagshaw be given authority to represent Eastwood Town Council in negotiations with the relevant parties on the comprehensive development of the Walker Street site as part of the Neighbourhood Plan response.

TC140518/19 Consideration of the Co-op site

It was reported that this site was currently empty, and was very intimidating and run-down.

RESOLVED that the Acting Town Clerk write to Broxtowe Borough Council requesting that a s215 Notice be served due to the building being in such bad condition, and in need of immediate improvement. It detracts from Eastwood Town Centre and has an intimidating impact, particularly during the hours of darkness.

TC140518/20 Items in the Information Folder

The Acting Town Clerk reported that all information had been emailed directly to Councillors.

TC140518/21 Exclusion of the 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.

TC140518/22 To confirm the Exempt Minutes of the Town Council Meeting held on 23rd April 2018 and accept the Resolutions therein.

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

TC140518/23 Accounts

An update was provided on the current accounting position in private due to the confidential nature of this item.

The Meeting closed at 8.35 pm.