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**MINUTES OF THE MEETING OF EASTWOOD TOWN COUNCIL  
Arts and Events Committee**

Held at 4.00pm on Tuesday 8<sup>th</sup> October 2019

**Present:** Cllr P Hamilton (Chair), S. Bagshaw (Mayor), R Skellett, D Wilcockson, K Woodhead and R Woods. D Townsend (Town Clerk) and J. Williamson (Deputy Town Clerk).  
Bob Charlesworth.

**AE081019/1 To Receive Apologies for Absence**

Apologies for absence were received from Cllrs E Benton and M Seagrave.

**AE081019/2 Variation of Order of Business**

**Resolved: to consider the Remembrance Day item at the beginning of the meeting.**

**AE081019/3 Declarations of Members Interest**

Cllrs S Bagshaw and K Woodhead declared personal interests in Minute Number AE081019/9 as allotment holders.

**AE081019/4 To determine which additional items on any part of the Agenda should be taken with the public excluded.**

None.

**AE081019/5 To agree the Minutes of the Meeting held on 10<sup>th</sup> September 2019.**

**Resolved: To agree and sign the Minutes as a true and accurate record.**

**AE081019/8 REMEMBRANCE DAY**

a. Councillors were requested to confirm readers for the service.

**Resolved; that Cllrs S Bagshaw and M Radulovic, MBE be asked to give readings and Revd Hemstock be requested to suggest a third reader.**

b. A volunteer to ensure the Parade was in the correct order from the Church needed to be nominated.

**Resolved; that Cllr D Wilcoxson organise the seating in the Church, and Cllr K Woodhead to organise the parade outside the Church.**

c. Allocate a volunteer to oversee the correct order of laying of the wreaths.

**Resolved; Cllr K Woodhead to announce the order of the wreath laying.**

d. It was asked if the Book of Remembrance was required.

**Resolved; that this would be required and the Town Clerk request it be released from the Library.**

e. A third volunteer for teas and coffees after the service in the council chamber was required.

**Resolved; Hazel Charlesworth and her daughter would assist with the teas and coffees, with Cllr M Seagrave.**

**f. Discuss any further actions that need to be undertaken.**

- Bob Charlesworth had agreed to coordinate the traffic management for the event. He would come in before the event to ensure that the radios were all in working order. He reported that he would forward a copy of the map for the road closure to the Town Clerk. Mr Charlesworth asked for a list of volunteers names and contact details for the day of the event.
- Cllr Wilcoxson confirmed he would be performing a bin check early on the day of the event.

- Mr Charlesworth asked if he could attend the meetings with Martins with regard to the road closure plans. Cllr Wilcoxson reported that he had contacted the Brownies, Guides, Scouts, Army Cadets and he would ensure that one of them would bring the Queens Colours.

**Resolved that;**

- 1) **that the Town Clerk invite Mr Charlesworth to the meeting with Martins.**
- 2) **Cllr Wilcoxson to give a list of the volunteer Marshalls details to Mr Charlesworth and the Town Clerk.**

#### **AE081019/6 PROGRAMME OF PLANNED EVENTS**

There were no new planned events.

#### **AE081019/7 CHRISTMAS LIGHTS**

Councillors expressed their disappointment at the 2019 Christmas Lights poster. It was felt that the poster was too dark and did not adequately reflect the feel of the event. It was also requested that the LLeisure footer was made smaller and the wording 'part-funded by Eastwood Town Council' be included.

Councillors discussed the actual Christmas Lights. It was reported that Kimberley Depot (Broxtowe Borough Council) only stored the lights. All work to erect and test the lights was completed by an outside contractor. A tender process was currently being undertaken for this work. Broxtowe Borough Council had also reported that no money was available in the current budget to replace the lights.

It was suggested that money be set aside for new lights in the Town Council Budget over the next 3 years with a view to purchasing replacement lights in the future.

**Resolved that;**

- 1) **the Town Clerk contact LLeisure to express Councillors concern and ask for changes to be made to the poster.**
- 2) **The Council be recommended to make provision for the purchase of new Christmas lights in the 2020/21 budget.**

#### **AE081019/8 ALLOTMENTS**

a. **Due to the recent spate of anti-social behaviour and damage at the allotments, Councillors were asked to consider purchasing a CCTV camera.**

**Resolved; that the Deputy Town Clerk obtain quotes for a Solar/Battery Powered CCTV camera.**

b. **It was reported that a letter had been received from a resident of Hilltop Rise regarding fencing to the boundary of the allotments.**

The Deputy Clerk reported that the cost of the repairs would be £300.

**Recommended to Council that the Deputy Clerk accept the quote for the repairs.**

c. **It was reported that asbestos had been identified on both allotment sites**

**Resolved: that the Deputy Clerk obtain quotations for the removal of asbestos from both allotment sites.**

d. **A photo had been submitted by a resident of Charles Avenue regarding an over-hanging tree and the issue of falling leaves and branches.**

**Resolved; that the Deputy Clerk submit a further request to Broxtowe Borough Council regarding obtaining a tree report for the allotments and to obtain quotations for the removal/pruning of trees on the Dovecote Road site.**

#### **AE081019/9 GARDEN SERVICE**

The Deputy Clerk reported that the Garden Service had been completed for 2019 and that we were awaiting the final invoice for this.

**Noted**

#### **AE081019/10 TOWN FLORAL DISPLAY**

The Clerk reported that the hanging baskets had now been taken down and that as the current contract was at an end, the tender document for next year would be issued shortly.

#### **AE081019/11 DATE OF NEXT MEETING**

The date of the next meeting was Tuesday 29<sup>th</sup> October 2019.

**AE081019/12 The Meeting Closed at 5.15pm.**