



Eastwood Town Council
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18th September 2019

To; Members of Eastwood Town Council Policy and Finance Committee

Cllrs D. Bagshaw, S. Bagshaw (Mayor), M. Bullock, R. Bullock, M. Hannah, M. Radulovic, MBE, J. Sainsbury, R. Skellett, R. Woods.

You are hereby summoned to attend a **Policy and Finance Committee Meeting** of Eastwood Town Council to be held in The Chamber at 120 Nottingham Rd, Eastwood, Notts, NG16 3NP on **Tuesday 24th September 2019**, which will commence at **4.00 pm**.

Yours sincerely

Debra Townsend

Debra Townsend
Town Clerk

Agenda

Members are asked to sign the attendance sheet for the Meeting and to complete the declarations of interest sheet (if appropriate).

1. To Receive Apologies for Absence

2. Variation of Order of Business

3. Declarations 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 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 (if relevant).

(c) Members will be asked to confirm that the record is correct for Declarations of Interests for matters other than Disclosable Pecuniary Interests.

4. 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."

5. To Agree the Open Minutes of the Meeting held on 6th August 2019 (Annexe A).

6. FINANCE

i) To Confirm and Agree August and September 2019 Income and Payments (Annexe B).

ii) Consideration of 2018/19 Accounts to 31st August 2019 (Annexe C to follow).

iii) Due to Meetings not always coinciding with payment of salaries, it is requested that Councillors agree to pay salaries/pension as a standing item, to be reported back at either the preceding Meeting whenever possible, or at the next possible Meeting if this is the case. If a salary, for whatever reason, is for anything other than agreed, contracted hours, and cannot be presented to P and F or Council before payment date is due, it must be authorised by The Mayor and the Leader before any payment is made.

iv) Making Tax Digital. The Clerk advised at a previous Meeting of the changes to the way VAT was submitted, and that it may necessitate purchasing additional software. Three quotations have been received, and Council are asked to give agreement to purchase an accountancy package as per the attached report. Please note that there is no allowance in the 2019/20 budget for this item as it was an unknown requirement (Annexe D).

7. NEIGHBOURHOOD PLAN

Consideration of the next steps in the development of the Neighbourhood Development Plan.

8. PLANNING

All Planning Applications/Decisions have been circulated.

9. CRIME AND DISORDER

i) Inspector Riley has been invited to attend this Meeting.

ii) To consider the reinstatement of Shopwatch.

10. S137 GRANTS

The closing date for consideration of S137 Grants is 30th September 2019, and will be considered at the next Meeting.

11. PERSONNEL

There are no matters for consideration.

12. EXCLUSION OF THE PRESS AND PUBLIC

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.

13. TO AGREE THE EXEMPT MINUTES OF THE MEETING HELD ON 6TH AUGUST 2019 (Annexe E).

14. HAZEL BRAITHWAITE AWARD

To report any update on the potential recipient of this award.

15. Meeting Close