

**MINUTES OF THE TROWELL PARISH COUNCIL  
HELD IN THE PARISH HALL ON TUESDAY 10<sup>th</sup> MAY 2022 AT 7.30PM**

Present      Cllr. Mrs L Harley - Chair  
                 Cllr. Mr D Pringle (BBC) – Vice-Chair  
                 Cllr. Mr G Cotton  
                 Cllr C McGann  
                 Cllr M Westmoreland  
                 Cllr. D Hopwood  
                 Cllr. J McGrath (NCC)  
                 Cllr. Mrs L Ball B.E.M (BBC)  
                 Mrs J Murden (Clerk & Hall Manager)

Minutes Clerk: Mrs S Illston

**Open Forum**

**Meeting Commenced From 7.29pm**

Cllr. Harley opened the meeting and welcomed the Parish Resident who attended the Open Forum.

The Parish Resident raised the problems with the trees on Ilkeston Road, Trowell with the Nottinghamshire County Councillor who was in attendance at the meeting. He stated the trees were put in in the middle of the 70's and not been touched since. The height and width needs to be trimmed as they are damaging the walls, pavements etc. The community have been asking for this to be done for years. The Councillor advised that he will find out what the situation is and will ask for an Inspection Officer to meet with himself, Parish Residents and a Councillor from Broxtowe Borough Councillor and discuss the situation and how to move forward.

The Parish Resident raised the problems of the road surface between numbers 78 and 82, they are breaking up badly. Empty Lorries come along there and bounce for 60-70 yards and the noise is horrendous. A Councillor advised it was supposed to be resurfaced to the Church. The road surface is scheduled to be done from the Church to the Forge in 2024/2025. It all comes down to costs.

Councillors encouraged all Parish Residents to log complaints such as the trees and the Road Surface to Nottinghamshire County Council. Complaints help the cause and add more weight. The Parish Council will also write to Nottinghamshire County Council about the issues raised.

Cllr. Harley thanked the Parish Resident for attending the meeting and closed the meeting.

**Meeting Closed at 7.36pm**



## **Meeting Commenced From 7.36pm**

**01/22            To Elect a Chair**  
**Nominee: Cllr L Harley**

There were no further nominations

Cllr. Harley stated that she was willing to accept the nomination to be Chair but with a Vote of Confidence from all Members in her being Chair before her acceptance of the post.

**Proposed, Seconded, Resolved and Unanimously Agreed by all Members**

**02/22            To receive the Chair's Declaration of Acceptance of Office**  
Cllr Harley signed the declaration of Acceptance of Office

**03/22            To elect a Vice-Chair**  
**Nominee: Cllr M Westmoreland**

There were no further nominations

**Proposed, Seconded, Resolved and Unanimously Agreed by all Members**

**04/22            Declarations of Members' Interests**  
None declared for this meeting.

**05/22            To receive Apologies for Absence**  
Cllr H Cumberpatch submitted apologies prior to the meeting (personal reason)  
**Proposed, Seconded, Resolved and Unanimously Agreed by all Members**  
Cllr M Birkett submitted apologies prior to the meeting (personal reason)  
**Proposed, Seconded, Resolved and Unanimously Agreed by all Members**

**06/22            County Councillor Report - Cllr. J Doddy**  
No report received prior to the meeting.

**07/22            County Councillors Report - Cllr. J McGrath**  
No report received prior to the meeting. Gave a verbal report to members, a general discussion was held.

**08/22            Borough Councillors Report - Cllr. D Pringle**  
A report was circulated prior to the meeting. A general discussion was held.

**09/22            Borough Councillors Report - Cllr. L Ball**  
A report was circulated prior to the meeting. A general discussion was held.

Cllr. McGrath left the meeting at 7.56pm

**10/22            To appoint Statutory or Standing Committees and  
Representatives on Other Bodies**  
The document was circulated prior to the meeting. A general discussion was held.

**Proposed, Seconded, Resolved and Unanimously Agreed by all Members**  
**11/22 To approve the minutes of the Full Parish Council Meeting held**  
**on Tuesday 12<sup>th</sup> April 2021**

**Proposed, Seconded, Resolved and Unanimously Agreed by all Members**

**12/22 Parish Clerk Report – Mrs J Murden**

A report was circulated prior to the meeting. A general discussion was held with regard to two letters that are to be sent out to Hirers. The Members discussed the draft letters and approved and changed them where necessary.

**13/22 Finance**

**a. Scribe reports for Net Position and Budgets**

Report circulated to all members prior to the meeting

**b. Income for the Month of April 2022**

Report circulated to all members prior to the meeting

**c. Bank Reconciliations**

Report circulated to all members prior to the meeting

**d. Payment and Authorisation**

This was authorised prior to this meeting

**e. 2021/2022 Annual Return**

Report circulated to all members prior to the meeting. A general discussion was held.

Councillors thanked Mrs Murden for the effort she has in resolving issues with the systems including Scribe as it has not been an easy task. An Internal Audit of the accounts has started and they are extremely happy with the reports we are now producing.

The AGAR was discussed and once typed up and complete the Chair will sign.  
**Proposed, Seconded, Resolved and Agreed by all Members.**

**14/22 Planning & Environment Matters**

As Consultees the Council received the following planning applications: -

- 22/00191/FUL Harvey Croft Trowell Nottinghamshire
- 22/00233/FUL Shortwood House Waterloo Lane Trowell Nottinghamshire

**15/22 Inspection Reports for the Parish Hall and Grounds**

Cllr Harley confirmed the reports have been conducted satisfactorily.

**16/22 Annual Review of Terms of Reference**

Current Terms of Reference circulated to all members prior to this meeting for their consideration. A general was discussion was held and this document is to be taken to the Parish Hall and Ground Committee and be raised again at the July meeting.

**17/22 Annual Review of Standing Orders**

Current Standing Orders circulated to all members prior to this meeting for their consideration. General discussion held, changes need to be made. To be brought back to the next meeting.

Councillor proposed reference to be Chair of Finance and Chair of Parish Hall & Grounds rather than individual Councillors names.





**Proposed, Seconded, Resolved and Unanimously Agreed by all Members**

**Meeting suspended between 8.33pm and 8.45pm for a brief break**

**18/22 Annual Review of Financial Regulations**

Current Financial Regulations circulated to all members prior to this meeting for their consideration. A general discussion was held.

A Councillor proposed an amendment on page 7, removal of 5.2.

**Proposed, Seconded, Resolved and Unanimously Agreed by all Members**

**19/22 Review of Annual Inventory & Asset Register**

Clerk confirmed this has been updated to follow the Insurance guidelines and was circulated to all members prior to the meeting. A general discussion was held

**20/22 Review of Social Media Policy**

Current Social Media Policy circulated to all members prior to the meeting for their consideration. A general discussion was held.

Cllr. Ball left the meeting at 8.50pm

A Councillor proposed the removal of Myspace, YouTube, Twitter, LinkedIn as the Council do not use these and remove Email as it is not a Social Media Platform

**Proposed, Seconded, Resolved and Unanimously Agreed by all Members**

**21/22 2022 Annual Insurance Renewal**

Two quotes have been circulated to all members prior to the meeting for their consideration. A general discussion was held and more information is required with regard to the cost and term of the insurance.

**22/22 Broxtowe Local Job Club Initiative**

Document circulated to all members prior to the meeting for their consideration. A general discussion was held.

**23/22 Lengthsman Scheme**

Members to consider the scheme and if this is something that Trowell would benefit from. Information circulated to all members prior to the meeting. A general discussion was held.

**24/22 Councillors Allowances**

Members to discuss this matter and to consider. A general discussion was held and there is no change for the coming year.

**25/22 Energy Costs**

Information circulated to all members prior to the meeting. A general discussion was held and to be reviewed in a year's time

**26/22 Queen's Platinum Jubilee 2022**

A ceremony to be arranged for the Tree Plaque to be put into situ. A Councillor to make contact with the Primary School to see if some of the children would like to join in the ceremony the week beginning the 6<sup>th</sup> June. A ceremony has to take place before the 11<sup>th</sup> June.



**27/22 Annual Play Park Inspection**

Annual Playpark inspection quote circulated to all member prior to the meeting. A general discussion was held

**Proposed, Seconded, Resolved and Unanimously Agreed by all Members**

**28/22 Footpaths Inspections**

There are still some outstanding Annual footpath inspections to be completed. Councillors have taken the remaining six for completion.

**29/22 Hanging Baskets for the Walkway**

**Proposal for new Hanging Baskets for the Walkway put forward.**

**Proposed, Seconded, Resolved and Unanimously Agreed by all Members**

**30/22 To decide items for Press Release**

There are currently three Councillor Vacancies on Trowell Parish Council, these are to be advertised.

**31/22 Date of next Full Council Meeting**

Tuesday 12<sup>th</sup> July 2022.

**32/22 Date of Committee Meetings**

Tuesday 14<sup>th</sup> June 2022.

**Meeting Finished At 9.43pm**

Signed by the Chair.....

Date.....12.7.2022