



Festival of Britain Village 1951  
Motto: "Independence and Self Help"

## TROWELL PARISH COUNCIL

### Calor Village of the Year County Winner 2009

[www.trowell.org.uk](http://www.trowell.org.uk)

Trowel I Parish Clerk and RFO: Mrs J Murden

Parish Office, Trowell Parish Hall, Stapleford Road, Trowell

Nottingham, NG9 3QA

Email: [clerk@trowell.org.uk](mailto:clerk@trowell.org.uk) or [hallmanager@trowell.org.uk](mailto:hallmanager@trowell.org.uk)

Tel: 0115 9989774

**To: All Members of Trowell Parish Council**

**Borough Councillors.**

**County Councillors.**

**Dear Councillor,**

You are respectfully summoned to the Annual Statuary Parish Council Meeting of Trowell Parish Council. The meeting will be held on Tuesday 16<sup>th</sup> May 2023, commencing after the Annual Parish Meeting (7.30pm) at Trowell Parish Hall, meeting room 3, Stapleford Road, Trowell.

**Members of the Public are invited to view this meeting as observers and will be given the opportunity to ask questions or make statements during item number 09/23.**

Signed:

*J Murden*

Mrs. J. Murden - Parish Clerk & RFO. Dated: 4<sup>th</sup> May 2023.

#### **AGENDA:**

01/23. To elect the Chairman of the Council for 2023/24 and receive the Declaraton of Acceptance of Office.

02/23. To elect a Vice-Chairman of the Council for 2023/24.

03/23. To receive apologies for absence, a formal notification is required to the Clerk.

04/23. Declarations of Members' interests. Members are requested to declare the existence and nature of any disclosable pecuniary interest and/ or other interest in any item on the agenda.

05/23. To consider adopting, as true and accurate record, the minutes of the meeting of the Parish Council held on.

- a) 11<sup>th</sup> April 2023.
- b) 28<sup>th</sup> April 2023.

06/23. Appointment of Parish Council Committees.

- a) Finance and General Purposes.
- b) Parish Hall and Grounds.
- c) Human Resources Committee.
- d) Data Protection Officer.

07/23. Review the terms of reference for Parish Council Committees and delegation arrangements for committees.

08/23. To appoint any new committees that Council requires.

09/23. To adjourn the meeting to allow the public participation. (15 min) Members of the public may ask questions or make statements. Items not on the agenda cannot be debated but may be added to the next meeting.

10/23. To review and Adopt the following Policies and Procedures.

- a) Standing Orders.
- b) Financial Regulations.
- c) Contact Information for Councillors.

- d) All other policies held by Trowell Parish Council will be reviewed throughout the year on review dates.

11/23. To review Bank Signatories. Due to members leaving and new members joining the Council the bank signatories are to be updated.

12/23. Finance.

- a) To receive bank reconciliation for April 2023.
- b) To receive net position reports.
- c) To receive payments since last meeting – all approved prior to the meeting.
- d) To receive income since last meeting.
- e) To receive 2022/2023 Annual Return – Update.

13/23. Review of the Asset Register the the Parish Council Insurance Policy.

14/23. Planning & Environment Matters. As Consultees the Council received the following planning applications for their consideration. Information sent out prior to the meeting for members to read before the meeting.

a) Applications-

23/00209/LBC	Briarwood Trowell Hall, Nottingham Road, Trowell.	Replacement of existing slate roof with the similar slate. Replacement of existing plastic guttering and downpipes with same material
--------------	---	--

b) Decisions –

23/00006/FUL	Warehouse Adjacent 203 Stapleford Road, Trowell – Construct 10 industrial Units	Conditional permission
--------------	---	------------------------

15/23. To decide items for press release.

16/23. Date of next Full Council Meeting – Tuesday 14<sup>th</sup> June 2023.

17/23. Date of Parish and Grounds Committee meeting – Tuesday 30<sup>th</sup> May 2023.