

Minutes of Ordinary Meeting of Trowell Parish Council held at Trowell Parish Hall,

Tuesday 12th September 2023, starting at 7.27pm.

Present: Helen Cumberpatch, Si Frost, Jan Goold, Thomas Hall, Debbie Hopwood, Cynth McGann, Don Pringle, Michelle Harvey (from agenda item 72/23)

In attendance: Jane Murden (Clerk &RFO), Cllr L. Ball (Borough), 3 members of the public.

Item Ref	Description	Action
	Trowell Parish Council present the uniform groups with a donation from money raised at the Kings Coronation Event.	
64/23	Election of a Chairman of the Council. Helen Cumberpatch, Vice Chairman, chaired the meeting at this point. Councillors voted to appoint Jan Goold as Chairman of the Parish Council for the year to May 2024. Jan Goold chaired the meeting from this point.	Clerk
65/23	Election of Vice Chairman of the Council. Helen Cumberpatch remains as Vice Chairman of the Parish Council for the year to May 2024.	
66/23	Chairmans Welcome and Report. The chairman welcomed everyone to the meeting and took the opportunity to thank members for voting her in as Chairman of the Parish Council.	
67/23	Apologies for Absence. a) Councillors to receive any apologies for absence – none. b) Councillors to vote on acceptance of any apologies received – none.	
68/23	Declarations of Interests. Councillors to declare interests in subsequent agenda items as follows: a) Pecuniary interests – none. b) Other registerable interests – none. c) Non-registerable interests – none.	
69/23	Minutes. Councillors reviewed and approved the minutes as a true record of the business conducted at the meeting held on 11 th July 2023. With 3 abstains.	Clerk
70/23	County Councillor Reports. No reports were received.	
71/23	Borough Councillors Reports. Councillors received a verbal update from Cllr Ball and Cllr Pringle on the following: I. Planned road closers in the village. II. Road work recently carried out. III. Trowell Car Boot.	
72/23	Councillor Vacancies. Councillors note that no election had been called to fill the current vacancies. Councillors received one application for co-option. The application was reviewed and voted to appoint the applicant.	Clerk

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73/23	Public Participation. No questions were received from the public.	
74/23	Planning & Environment. The Councillors noted the applications and determined applications. a) Applications. 23/00529/FUL – Construct single storey side/front extension – 3 Smithfield Ave – Councillors to note this application. 23/00561/CLUP – Certificate of Lawfulness to construct single storey extension – Wyndros Nottingham Road Trowell -Councillors to note this application. 23/00572/CLUP – Certificate of Lawfulness for a proposed dormer loft conversion – 3 Cossall Road Trowell – Councillors to note this application. b) Determined Applications by Broxtowe Borough Council. 23/00418/PNH – 60 Northern Drive Trowell – Prior Approval Granted 23/00452/FUL – 24 Wortley Avenue Trowell – Conditional Permission	
75/23	Finance. a) Monthly Accounts. I. Councillors noted account balances on the 31 st July and 31 st August 2023. II. Councillors noted the net positions on the 31 st July and 31 st August 2023. III. Councillors noted the payments since 1 st July until 31 st August 2023. IV. Councillors noted the income from bookings for the month of July and August 2023 and approved the transfer of the income to the car park fund. b) External Audit. Councillors received a report on the external audit and noted the no comment result. The AGAR notice will be published on the website and notice boards. A hard copy is available on request for the cost of £1.50 as approved by all members.	Clerk
76/23	Annual Footpath Walking. Councillors divided the remaining foot path walks between them. Once the inspections are completed, they will be returned to the Clerk.	Cllrs & Clerk
77/23	Policies and Procedures: Councillors reviewed and adopted the following policies and procedures: a) Terms of reference for Parish Hall and Grounds Committee. b) Smoking Policy. c) General Privacy Notice and Privacy Statement. d) Communications Policy. e) Document and Electronic Data Retention Policy.	Clerk
78/23	Correspondence. Councillors noted the correspondence received from 5 th July until 4 th September 2023.	
79/23	Events Working Party. Councillors discussed future events for the village and set the date for the first working party meeting for the 5 th October 2023 at 7.30pm. Residents are invited to attend and become part of the working party.	Clerk

80/23	Car Park Re-development. Councillors received a full update on the completion of phase one. Members agreed for this item to go back to Parish Hall and Grounds committee to plan phase two.	
81/23	Committees. Members received updates and reports from: a) Parish Hall and Grounds Committee – members had no questions for the chair of the committee.	
82/23	Broxtowe Women’s Project. Councillors received information regarding the project and voted to invite the project to a meeting to receive more information and how the council may be able to support the project going forward.	Clerk
83/23	Items of Confidentiality. Councillors voted on a motion to close the meeting to the press and public – Pursuant to section 1 (2) of the Public Bodies (admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press will be asked to leave the meeting.	
84/23	Clerks Report. Councillors received reports and updates for their consideration. a) Application for hire – Members approved applications with some terms and conditions. b) Trowell Car Boot – Members received an update regarding the car boot now stopping on Waterloo Lane and moving to Cossall Road. c) LEVI Fund – members received an update. d) Broxtowe Borough Council Civic Service – Sunday 17 th September 2023 – no members available to attend. e) Winter Grit – members approved the free bags of grit to received and stored at the Parish Hall. f) Items that had arisen after clerk’s report written. I. Volunteer Snow Warden – members approved for this item to be shared on Facebook and the Website. II. South Notts Inter Agency Forum – youth homeless – at this time no member will be joining the meetings due to other commitments. III. Local Council Elections Survey – members to complete survey if they wish.	Clerk
85/23	Items for Press release. Councillors approved the following items to be released to the press. I. Caretaker job. II. Councillor vacancies. III. Events Working Party Date.	Clerk
86/23	Date of next meeting: 10 th October 2023. Items for the agenda should be submitted to the Clerk by the 25 th of September 2023.	

Meeting closed at 10.03pm

Signed J. Goad Date: 24.10.23