


Minutes of the Parish Hall and Grounds Committee of Trowell Parish Council held at Trowell Parish Hall, Tuesday 24th October 2023, starting at 6.02pm.

Item Ref.	Description	Action
18/23.	Chairmans Welcome. The chairman welcomed members and thanked them for attending.	
19/23.	Apologies for Absence. a) Councillors to receive and note any apologies for absence. None received. b) Councillors to vote on acceptance of any apologies received. None received.	
20/23.	Declarations of Interests. a) Pecuniary interests – None. b) Other registerable interests – None. c) Non – registerable interests – None.	
21/23.	Minutes. Councillors reviewed the minutes and approved them as a true record of the business conducted at the meeting held on the 25 th July 2023.	
22/23.	Application for Hire. Councillors reviewed the applications for hire and approved all.	
23/23.	Trowell Parish Council – Parish Hall Inventory. Councillors reviewed and noted the inventory.	
24/23.	Key holders for the Parish Hall. Councillors discussed who held keys and why and approved a procedure for key holders and how to proceed if keys are missed placed.	
25/23.	Notice Boards. Councillors discussed the condition of the remaining notice boards and approved the removal of the notice board at Salcey Drive for health and safety reasons.	Clerk
26/23.	Car Park. Councillors discussed the users of the car park and approved for discussions to be held with users.	Clerk and Chair.
27/23.	Car Park Project Phase 2. Councillors had a discussion.	
28/23.	Clerks Report. a) PA system b) Equipment c) Water Risk Assessment d) Sanitary Contract. Items a to d were noted by members.	
29/23.	Date of next meeting: Tuesday 23rd January 2024. Items for the agenda should be submitted to the Clerk by 15 th January 2024.	

Meeting closed at 7.06pm

Signed  Date _____