

Minutes of the Ordinary Meeting of Trowell Parish Council

Held at Trowell Parish Hall, Trowell on

Tuesday 9th July 2024 commencing at 7.31pm.

Present: Shaun Bell, Helen Cutting, John Doddy, Si Frost, Thomas Hall, Lavinia Harper, Michelle Harvey, Don Pringle, Alison Slack.

In attendance: Jane Murden (Clerk & RFO), Cllr Lydia Ball (Borough) and one member of the public.

Item Ref	Description
FUL-037/24	Chairman's Welcome. The chair welcomed members and public to the meeting and conducted housekeeping.
FUL-038/24	Apologies for Absence. No apologies were received.
FUL-039/24	Declarations of Interests. Councillors declared interests in subsequent agenda items as follows: a) Pecuniary Interests – none. b) Other registerable interests – none. c) Non-registerable interests – none.
FUL-040/24	Minutes. Councillors reviewed and resolved to approve the minutes as a true record of the business conducted at the meeting held on 11 th June 2024.
FUL-041/24	County Councillors Reports. Cllr McGrath sent apologies for not being in attendance and reported to the Clerk on the following matters. <ul style="list-style-type: none">• Work on selected bus stops.• Community Speed Watch. Cllr Doddy had nothing to report.
FUL-042/24	Borough Councillors Reports. Cllr Ball had nothing to report due to no meetings taken place during the election period. Cllr Pringle updated members on the following: <ul style="list-style-type: none">• Signage for the current roadworks being undertaken in Trowell.• Footpath maintenance.
FUL-043/24	Public Participation. (15 Minutes) One resident in attendance and raised questions regarding the flooding of Trowell. Members approved for this matter to be added to the agenda in September to enable a full discussion and a response. Standing Orders suspended: 8.08pm Cllr Ball left the meeting at 8.08pm

	Standing Orders resumed at: 8.19pm
FUL-044/24	Planning & Environment Matters. Applications – none received. Determined Applications. b) 24/00285/FUL – Construct single storey side and rear extension – 8 Smithfield Ave Trowell, NG9 3PD – Conditional Permission – Noted.
FUL-045/24	Finance – Monthly Accounts. <ol style="list-style-type: none"> Councillors noted account balances on the 30th June 2024. Councillors resolved to approve payments made in June 2024. Councillors noted net positions on budget reports. Councillors noted income received during June 2024. Councillors resolved to approve the transfer of income from June 2024 to the reserves.
FUL-046/24	Inspection Reports for the Parish Hall and Grounds. Councillors noted that the inspections had been conducted satisfactorily.
FUL-047/24	Updates and Recommendations from Council Committees <ol style="list-style-type: none"> Events Committee – Members were update on forthcoming events. The Chair of the committee reminded members that the money for events does not come from the precept and all events are self-funding. The Chair asked that when members are talking to residents of Trowell this information is conveyed. If residents have ideas or recommendations for the events committee, they are more than welcome to attend any events committee meeting. Finance and General-Purpose Committee – following the committee meeting held on the 25th June 2024, the committee had several items for recommendation. <ol style="list-style-type: none"> Councillors resolved to approve the used of pre-payment cards. Councillors resolved to approve the implementation of a three-year delivery/action plan. Councillors resolved to approve and adopt the risk register drafted by the Clerk. Councillors resolved and approved the requirement for additional funds to budget 27 due to the costly replacement of playpark equipment. HR Committee – members received a report on staffing matters.
FUL-048/24	Correspondence. <ol style="list-style-type: none"> Councillors reviewed and noted the tabled correspondence received. Councillors reviewed and approved actions for the following correspondence: <ol style="list-style-type: none"> Department for Levelling Up, Housing & Communities – Withholding details of councillor’s sensitive interests and home address – noted. Resident – Car boot sale and Lights at College – Clerk to inform the resident on the law regarding car boots and refer the lights at college to Broxtowe Borough Council.

	<p>iii. Parliament – Safety of Lithium-ion Batteries – Clerk to respond with support but the Parish Council are first level government and they do not have the power to influence this plan.</p> <p>iv. Broxtowe Borough Council – Planning Consultation – noted.</p>
FUL-049/24	<p>Policies and Procedures.</p> <p>Councillors reviewed and resolved to approve and adopt the following policies:</p> <ul style="list-style-type: none"> a) Communications and E-mail use Policy. b) Pre-paid Debit Card Policy. c) Performance Appraisal Policy.
FUL-050/24	<p>Clerks Report.</p> <ul style="list-style-type: none"> a) Councillors' emails – members will be issued with a council email address. Councillors resolved to approve that all correspondence will come through the Clerk and that councillor email will not be in the public domain. b) Clerk updated members on the response to SATBBAG. c) Councillor Vacancy – following the resignation of a councillor there is a councillor vacancy. The legal process has been followed and notices been published were required by law. Councillors were informed of the process. Should a by-election be called the estimated cost for the council is in excess of £10,000 The expense of a by election is not included in Trowell Parish Council's budgets so will result in the amount incurred having to be recovered in the 2025/2026 precept. This is not an option which would be willingly undertaken by Trowell Parish Council. Members agreed that they wish to avoid this if possible.
FUL-051/24	<p>Items from Press Release.</p> <p>Nothing to release.</p>
FUL-052/24	<p>Date of Next Full Council Meeting: 10th September 2024.</p> <p>Items for the agenda are required to be submitted to the Clerk by the 27th August 2024.</p>

Meeting closed at: 9.16pm

Signed

Date

10/9/24.

