

## Minutes of the Ordinary Meeting of Trowell Parish Council

Held at Trowell Parish Hall, Trowell on Tuesday 10<sup>th</sup> June 2025, commencing at 7.30pm.

**Present:** Shaun Bell, Helen Cutting, John Doddy, Martin Follows, Michelle Harvey, Don Pringle.

**In attendance:** Lydia Ball, Jane Murden (Clerk/RFO)

Item Ref	Description
FUL-021/25	<p><b>Chairmans Welcome.</b></p> <p>The Chair welcomed all members to the meeting. She extended her thanks to everyone for their time and participation. A brief reminder was given regarding housekeeping matters, particularly the importance of maintaining order during discussions. Members were kindly asked to avoid speaking over one another, as this makes it difficult for others to hear and for the Clerk to accurately record the minutes.</p>
FUL-022/25	<p><b>To Receive Apologies for Absence.</b></p> <p>Councillors received apologies for absence from TH and JG and these were <b>noted</b>.</p>
FUL-023/25	<p><b>Declarations of Interests.</b></p> <p>Councillors are required to declare any interest they have in the subsequent agenda items as follows.</p> <ul style="list-style-type: none"><li>a) Pecuniary interest – none received.</li><li>b) Other registerable interests – none received.</li><li>c) Non-registerable interests – none received.</li></ul>
FUL-024/25	<p><b>Minutes.</b></p> <p>Councillors reviewed and <b>approved</b> the minutes as a true record of the business conducted at the meeting held on Tuesday 20<sup>th</sup> May 2025.</p>
FUL-025/25	<p><b>County Councillors Reports.</b></p> <p>County Councillor Doddy provided a report. Following the recent local elections, it has been a particularly busy period due to changes in leadership at County level. Members were informed that discussions are ongoing regarding the recommendations for restructuring both the Borough and County Councils, with further details expected in due course. He also reported on a site visit earlier that day to Pit Lane, where a new cricket pitch is being developed. He shared insights into the progress of the project.</p>
FUL-026/25	<p><b>Borough Councillors Reports.</b></p> <p>Cllr. Ball reported that matters at the Borough Council have been relatively quiet. He noted that the next meeting of the Planning Committee is scheduled to take place on 11<sup>th</sup> July.</p> <p>Cllr. Pringle provided an update on several issues:</p> <ul style="list-style-type: none"><li>• Concerns have been raised regarding motorbikes causing damage to local footpaths. This matter is being looked into.</li><li>• The Cabinet at Broxtowe Borough Council has secured funding for improvement works along the Erewash Trail.</li><li>• Cllr. Pringle also attended recent training on taxi licensing, which covered regulatory updates and enforcement practices.</li></ul>

<b>FUL-027/25</b>	<b>Public Forum (15 Minutes)</b> No members of the public were present and no issues were raised.
<b>FUL-028/25</b>	<b>Development of Strategic Parish Documents.</b> Councillors received a proposal to consider the development of three key strategic documents: a Climate Change Strategy, a Parish Emergency Plan, and a Neighbourhood Plan. It was proposed that all three documents be incorporated into the Council's 3-Year Strategic Plan. Following discussion, members <b>approved</b> the proposal with the amendment that the Parish Emergency Plan be prioritised and developed first.
<b>FUL-029/25</b>	<b>Odour Complaints from Industrial Estate Affect Trowell.</b> Members discussed ongoing concerns regarding unpleasant odours emanating from the nearby industrial estate, which have been affecting residents in Trowell. It was agreed that the Parish Council should take steps to continue supporting residents in reporting these incidents effectively. Members resolved to inform residents of the correct procedure for reporting odour complaints directly to the Environment Agency. Residents should be advised to obtain and retain the incident reference number provided upon reporting. Furthermore, it was agreed that residents should forward this reference number and a brief description of the incident to the local odour complaints coordinator, to assist in tracking and escalating the issue where necessary.
<b>FUL-030/25</b>	<b>Parish Council Finances.</b> <ul style="list-style-type: none"> <li>a) Councillors <b>noted</b> the account balances on the 31<sup>st</sup> of May 2025.</li> <li>b) Councillors received and <b>approved</b> payments made in May 2025.</li> <li>c) Councillors <b>noted</b> the net positions on budget reports.</li> <li>d) Councillors <b>noted</b> the income received during May 2025.</li> <li>e) Councillors present signed the bank mandates for all accounts held by Trowell Parish Council.</li> </ul>
<b>FUL-031/25</b>	<b>Approval and Signing of the Annual Governance and Accountability Return (AGAR) for the Financial Year Ending 31<sup>st</sup> March 2025.</b> Councillors reviewed, <b>approved</b> and authorised the signing of the Annual Governance Statement and Accounting Statements as part of the AGAR for submission to the external auditor.
<b>FUL-032/25</b>	<b>Christmas Lights 2025 – Quotation</b> Councillors reviewed the quotation received for the 2025 Christmas lights display. It was <b>noted</b> that while the overall proposal was satisfactory, certain arrangements required minor amendments to better align with the Council's expectations. Subject to these changes being implemented the quotation was <b>approved</b> .
<b>FUL-033/25</b>	<b>Planning and Environment Matters.</b> Councillors reviewed and <b>approved</b> the response to the following planning applications, <ul style="list-style-type: none"> <li>a) <b>25/00377/FUL</b> – Construct two storey rear extension, 71 Ilkeston Road, Trowell – The application to be called in to planning authority committee.</li> <li>b) Councillors <b>noted</b> that there had been no planning outcomes received from the planning authority since the previous meeting.</li> </ul>
<b>FUL-034/25</b>	<b>Parish Hall and Grounds – Inspection Reports.</b> Councillors <b>noted</b> that routine inspection reports for the Parish Hall and its surrounding grounds had been conducted. The Chair had reviewed and signed off the reports, confirming that all inspections had been completed satisfactorily.
<b>FUL-035/25</b>	<b>Correspondence.</b> Councillors received and <b>noted</b> the correspondence received since the last council meeting.

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<b>FUL-036/25</b>	<b>Recruitment of New Parish Councillors.</b> It was <b>approved</b> that the Parish Council will host a recruitment stall at the Trowell Summer Fete. The stall will be manned by current councillors and encourage expressions of interest in joining the council.
<b>FUL-037/25</b>	<b>Footpath Allocation.</b> Councillors requested that the Clerk divide the parish footpaths among the seven councillors to facilitate inspections and reports. The Clerk will prepare and circulate the allocation of footpaths and report paperwork prior to the next meeting.
<b>FUL-038/25</b>	<b>Clerk's Report.</b> <ul style="list-style-type: none"> <li>a) The Clerk informed members that the mother of one of the Council's caretakers had sadly passed away. The Council extended its condolences to the caretaker and their family during this difficult time.</li> <li>b) The Clerk reported that the Council had received a Freedom of Information (FOI) request.</li> </ul>
<b>FUL-039/25</b>	<b>Approval of Press Release Content.</b> Councillors reviewed and <b>approved</b> press releases for upcoming parish events and current councillor vacancies.
<b>FUL-040/25</b>	<b>Date of next Ordinary Meeting of Trowell Parish Council: 8<sup>th</sup> July 2025.</b> Items for the agenda are required to be submitted to the Clerk by the 27 <sup>th</sup> of June 2025.

**Meeting Closed at 10.04 pm.**

Signed .....  .....

Date ..... 8/7/2025 .....