



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

Trowell Parish Council

Trowell Parish Hall, Stapleford Road, Trowell NG9 3QA

Tel: 0115 9989774 Email: clerk@trowell.org.uk Website: trowell.org.uk

In accordance with the Local Government Act 1972, Schedule 12, Paragraphs 10 (2) (b), Councillors are summoned and the Public are invited to attend the Ordinary Meeting of Trowell Parish Council to be held at Trowell Parish Hall, Meeting Room 3, on Tuesday 11th November 2025, commencing at 7.30pm.

Dated this sixth day of November 2025

J. Murden, Clerk & RFO to the Council

The right for the public and press to attend a Parish Council Meeting is established under the Openness of Local Government Regulations 2014, as well as the right to record, film and broadcast meetings. In accordance with Trowell Parish Council's Policy on the Filming, Photographing, Audio Recording & Social Media Reporting of Public Parish Council and Committee Meetings, anyone wishing to film, photograph, or audio record this public meeting must inform the Clerk at least 24 hours in advance to ensure obligations under the Data Protection Act, and other legislation are met.

AGENDA

Item Ref	Description
FUL-106/25	Chairman's Welcome.
FUL-107/25	Apologies for Absence. Councillors to note apologies received.
FUL-108/25	Declarations of Interest. Councillors to declare any interests they have in subsequent agenda items, as follows: a) Pecuniary interests. b) Other registerable interests. c) Non-registerable interests.
FUL-109/25	Minutes. To review and approve the minutes as a true record of the business conducted at the meeting held on 14 th October 2025. Draft minutes have been circulated to members prior to the meeting and are available on the website.

FUL-110/25	Reports from County Councillors. To receive reports and consider any matters raised.
FUL-111/25	Reports from Borough Councillors. To receive reports and consider any matters raised.
FUL-112/25	Public Forum. Members of the public may make representations, ask questions and give evidence on matters affecting the parish for up to 15 minutes in total. Items not on the agenda cannot be debated but may be considered for inclusion at a future meeting.
FUL-113/25	Parish Council Finances. a) To note account balances as of 31st October 2025. b) To approve the schedule of payments for October 2025. c) To note budget reports and net positions as of 31st October 2025. d) To note income received during October 2025.
FUL-114/25	Planning and Environment Matters. To consider planning applications received for consultation from the Borough Council. a) None for consultation. To receive and note decision notices and other information on planning matters. b) 25/00595/FUL – 14 Kingsmead Avenue, Trowell – Construct porch – Conditional permission.
FUL-115/25	Request from Trowell School – Display of Banner at Trowell Parish Hall. To consider a request from the Headteacher of Trowell School to display a temporary banner on the railings outside the Parish Hall to promote the school. To agree whether permission should be granted, subject to conditions regarding size, duration, and method of attachment, and to not any implications for future similar requests.
FUL-116/25	Parish Hall and Asset Management. To receive inspection reports for the Parish Hall and outdoor assets, and for the Chair to sign off in accordance with Council procedures.
FUL-117/25	Events Committee – Update. To receive an update from the Events Committee on planned community events, including Christmas Lights and other seasonal activities.
FUL-118/25	Events Committee’s remit. To consider and approve the proposed remit and objectives of the Events Committee, as discussed at its recent meeting. To confirm that the Committee’s remit aligns with the Council’s overall governance, financial and operational framework, including the management of Parish Hall bookings and the Clerk’s statutory responsibilities regarding compliance and income generation.
FUL-119/25	Website, IT Policy and Recovery Strategy. To consider and adopt the Trowell Parish Council IT Policy and IT Recovery Strategy following circulation to members.
FUL-120/25	Correspondence. To receive the Clerk’s schedule of correspondence, including items circulated to members and published online.
FUL-121/25	Clerk’s Report. To receive the Clerk’s report on ongoing matters and consider any actions arising.
FUL-122/25	Press Release and Public Communications. To agree key points for press release, website, or social media update.
FUL-123/25	Exclusion of Press and Public. To resolve that, under the public Bodies (Admission to Meetings) Act 1960, the press and public be excluded during the following items due to the confidential and sensitive nature of the matters to be discussed.

- FUL-124/25** **Confidential Item – FOI Requests and Harassment (Update)**
To receive an update on the reports made and review the council’s decision made at the last meeting.
- FUL-125/25** **Date of Next Meeting.**
The next Ordinary Meeting of Trowell Parish Council will be held on Tuesday 9th December 2025 at 7:00 pm.