



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

## **Trowell Parish Council**

**Trowell Parish Hall, Stapleford Road, Trowell NG9 2QA**

**Tel: 0115 9989774 Email: [clerk@trowell.org.uk](mailto:clerk@trowell.org.uk) Website: [trowell.org.uk](http://trowell.org.uk)**

In accordance with the Local Government Act 1972, Schedule 12, Paragraphs 10 (2) 9b), 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 9<sup>th</sup> December 2025, commencing at 7pm.

Dated this forth day December 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**

| <b>Item Ref</b>   | <b>Description</b>  |
|-------------------|---|
| <b>FUL-126/25</b> | <b>Chairman's Welcome.</b>  |
| <b>FUL-127/25</b> | <b>Apologies for Absence.</b><br>Councillors to note apologies received.  |
| <b>FUL-128/25</b> | <b>Declarations of Interest.</b><br>Councillors to declare any interests they have in subsequent agenda items, as follows~: <ul style="list-style-type: none"><li>a) Pecuniary interests.</li><li>b) Other registerable interests.</li><li>c) Non – registerable interests.</li></ul> |
| <b>FUL-129/25</b> | <b>Minutes.</b><br>To review and approve the minutes as a true record of the business conducted at the meeting held on 11 November 2025. Draft minutes have been circulated to members prior to the meeting and are available on the website.   |

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|-------------------|--|
| <b>FUL-130/25</b> | <b>Reports form County Councillors.</b><br>To receive reports and consider any matters raised.   |
| <b>FUL-131/25</b> | <b>Reports from Borough Councillors.</b><br>To receive reports and consider any matters raised.  |
| <b>FUL-132/25</b> | <b>Public Forum.</b><br>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.  |
| <b>FUL-133/25</b> | <b>Parish Council Finances.</b> <ul style="list-style-type: none"> <li>a) To note account balances as of 30 November 2025.</li> <li>b) To approve the schedule of payments for November 2025.</li> <li>c) To note budget reports and net positions as of 30 November 2025.</li> <li>d) To note income received during October 2025.</li> </ul>   |
| <b>FUL-134/25</b> | <b>Planning and Environment Matters.</b><br>To consider planning applications received for consultation from Broxtowe Borough Council. <ul style="list-style-type: none"> <li>a) 25/00865/CLUP – Certificate of lawfulness for proposed garden room – 81 Ilkeston Road Trowell Nottingham NG9 3PY.</li> </ul> To receive and note decision notices and other information on planning matters. <ul style="list-style-type: none"> <li>b) None received.</li> </ul>                                |
| <b>FUL-135/25</b> | <b>Parish Hall and Asset Management.</b><br>To note that routine inspections of the Parish Hall and outdoor assets have been completed and signed off by the Chair in accordance with Council procedures.  |
| <b>FUL-136/25</b> | <b>Parish Hall &amp; Grounds Committee – Three -Year Plan.</b> <ul style="list-style-type: none"> <li>• To note that the Parish Hall &amp; Grounds Committee met on Tuesday 2<sup>nd</sup> December 2025, reviewed and approved the Three-Year Plan, and has submitted it to Full Council.</li> <li>• Full Council to consider and adopt (or amend) the Three-Year Plan.</li> </ul>  |
| <b>FUL-137/25</b> | <b>Finance &amp; General Purposes Committee – 2026/2027 Budget Review.</b> <ul style="list-style-type: none"> <li>• To note that the Finance &amp; General Purposes Committee met on Tuesday 2<sup>nd</sup> December 2025, conducted a formal review of the proposed 2026/2027 Budget, and discussed the implications for the 2026/2027 Precept Request.</li> <li>• The Committee has approved the draft budget and proposed precept level for submission to Full Council.</li> </ul>            |
| <b>FUL-138/25</b> | <b>Grant Request – Churchyard/Graveyard Maintenance (St Helen’s Church).</b> <ul style="list-style-type: none"> <li>• To consider a request received from the Revd for a grant to support the maintenance of the churchyard/graveyard.</li> <li>• To determine whether the Council wishes to grant, and if so, the amount and the budget year to which it should be allocated.</li> <li>• To note that any approved grant may have implications for the 2026/2027 Budget and Precept.</li> </ul> |
| <b>FUL-139/25</b> | <b>2026/2027 Precept Request – Council Approval.</b> <ul style="list-style-type: none"> <li>• To consider and approve the 2026/2027 Precept Request, as recommended by the Finance &amp; General Purposes Committee.</li> <li>• To formally resolve the precept figure for submission to the Billing Authority.</li> </ul>   |
| <b>FUL-140/25</b> | <b>Martyn’s Law (Terrorism (Protection of Premises) Act 2025) – Information Report.</b> <ul style="list-style-type: none"> <li>• To receive an information report prepared by Cllr. Martin Follows on the implications of Martyn’s Law for Trowell Parish Hall.</li> <li>• This item is provided for information only, with further planning and decisions to be considered at future meetings.</li> </ul>   |
| <b>FUL-141/25</b> | <b>Volunteer Policy and Volunteer Agreement – Adoption.</b> <ul style="list-style-type: none"> <li>• To consider the draft Volunteer Policy and Volunteer Agreement prepared by the Clerk.</li> </ul>  |

- To agree any amendments and, if thought appropriate, formally adopt the Volunteer Policy and Volunteer Agreement as Council policy.
- FUL-142/25**      **Parish Hall Terms & Conditions – Review and Update.**
  - To consider the updated draft Terms & Conditions for Trowell Parish Hall, prepared by the Clerk.
  - To note the inclusion of a new section relating to Martyn’s Law and the responsibilities of hirers where the Council is not present on site.
  - To agree any amendments and, if appropriate, formally adopt the update Terms & Conditions for immediate use.
- FUL-143/25**      **Correspondence.**  
To receive the Clerk’s schedule of correspondence, including items circulated to members and published online.
- FUL-144/25**      **Clerk’s Report.**  
To receive the Clerk’s report on ongoing matters and consider any actions arising.
- FUL-145/25**      **Press Release and Public Communications.**  
To agree key points for press release, website, or social media update.
- FUL-146/25**      **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-147/25**      **Confidential Item(s).**
  - To receive an update from the Clerk regarding recent Freedom of Information (FOI) requests received by the Council.
  - To note that the Council has received four Internal Review requests relating to previous FOI responses.
  - To receive an update from the clerk on the response received from Op Ford regarding the Council’s report of harassment and abuse directed towards the Council, councillors, and staff, and to consider any actions required.
- FUL-148/25**      **Date of Next Meeting.**  
The next Ordinary Meeting of Trowell Parish Council will be held on Tuesday 13 January 2026 at 7:00pm.