



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

Website: www.trowell.org.uk

In accordance with the Local Government Act 1972, Schedule 12, Paragraphs 10(2) and 9(b), **Councillors are summoned and members of the public and press are invited to attend** the Ordinary Meeting of Trowell Parish Council to be held at **Trowell Parish Hall, Meeting Room 3**, on **Tuesday 13 January 2026**, commencing at **7.30pm**.

Date this: **8 January 2026**

Mrs 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 relevant legislation are met.

AGENDA

Item Ref	Description
FUL-149/25	Chairman's Welcome.
FUL-150/25	Apologies for Absence. Councillors to note apologies received.
FUL-151/25	Declarations of Interest. Councillors to declare any interests they have in subsequent agenda items, as follows: <ul style="list-style-type: none">• Pecuniary interests.• Other registerable interests.• Non-registerable interests.

FUL-152/25	<p>Minutes.</p> <p>To review and approve the minutes as a true record of the business conducted at the meeting held on 9 December 2025. Draft minutes have been circulated to members prior to the meeting and are available on the website.</p>
FUL-153/25	<p>Reports from County Councillor(s).</p> <p>To receive reports and consider any matters raised.</p>
FUL-154/25	<p>Reports from Borough Councillor(s).</p> <p>To receive reports and consider any matters raised.</p>
FUL-155/25	<p>Public Forum.</p> <p>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.</p>
FUL-156/25	<p>Parish Council Finances.</p> <ul style="list-style-type: none"> a) To note account balances as of 31 December 2025. b) To approve the schedule of payments for December 2025. c) To note budget reports and net positions as of 31 December 2025. d) To note income received during December 2025.
FUL-157/25	<p>Planning and Environment Matters.</p> <p>To consider planning applications received for consultation from Broxtowe Borough Council.</p> <p>None received at the time of agenda publication.</p> <p>To receive and note any decision notices or other planning correspondence.</p> <p>None received at the time of agenda publication.</p>
FUL-158/25	<p>Parish Hall – Routine Inspections and Chair’s Sign-Off.</p> <p>To note that routine inspections of the Parish Hall have been conducted by staff in accordance with Council procedures and that the inspection records have been reviewed and signed off by the Chair.</p>
FUL-159/25	<p>Events Committee Matters Referred to Full Council</p> <p>Events – Matters Referred from Events Committee (inquorate Meeting)</p> <p>To note that the Events Committee meeting scheduled for 6 January 2026 was unable to proceed due to insufficient members being present, and to consider and determine the following matters referred to Full Council:</p> <ul style="list-style-type: none"> a) Review of events held in 2025. b) Draft Events Programme for 2026. c) Confirmation of Events Programme for 2026. d) Partnership working with St Helen’s Church – 2026 events. e) Application of the Volunteer Policy and Volunteer Agreement to volunteers. f) Event stock management, cash handling and reporting procedures.
FUL-160/25	<p>Policies and Governance.</p> <p>To consider the draft Grant Policy prepared by Cllr MF, agree any amendments, and, if thought appropriate, formally adopt the Grant Policy as Council policy.</p>
FUL-161/25	<p>Correspondence.</p> <p>To receive the Clerk’s schedule of correspondence, including items circulated to members and published online.</p>
FUL-162/25	<p>Clerk’s Report.</p> <p>To receive the Clerk’s report on ongoing matters and consider any actions arising, including:</p> <ul style="list-style-type: none"> • An update on outstanding footpath reports. • A reminder to members that photographs and short biographical write-ups for the Council website remain outstanding from some councillors, noting that this information is required to support transparency and audit requirements (Assertion 10) and is particularly important in advance of the launch of the new Council website. • Planning – Information Item: To note that Broxtowe Borough Council Planning Committee is scheduled to consider planning application 25/00612/REG3 – Land East of Stapleford Road, Trowell (change of use to cricket pitch, including practice nets) at its meeting on 14 January 2026.
FUL-163/25	<p>Social Media – Policy Reminder and Communications Protocol.</p> <p>To consider a reminder of existing Council policies and resolutions relating to:</p>

- a) Appropriate use of social media by councillors and staff.
- b) Managing and responding to negative or challenging online commentary directed at the Council.
- c) The Council's agreed approach to engagement on external social media platforms.
- d) The Council's arrangements for correspondence and public contact through the Clerk.

To consider whether the Council wishes to confirm, clarify, or amend any existing approved decisions or arrangements relating to social media use and responses, including the adoption of a consistent or standard approach where appropriate.

FUL-164/25 Youth Council – Publicity Material.

To consider and approve the draft Youth Council poster for publication and distribution, including use as a press release, website and social media, noting that the establishment of the Youth Council has previously been approved by Council.

FUL-165/25 Press Release and Public Communications.

To agree key points for press release, website, or social media update.

FUL-166/25 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 item(s) due to the confidential nature of the business to be transacted.

FUL-167/25 Confidential Item(s).

To receive an update from the Clerk regarding Freedom of Information (FOI) requests received by the Council, including additional requests and Internal Review requests, and to consider any actions arising.

FUL-168/25 Date of Next Meeting.

The next Ordinary Meeting of Trowell Parish Council will be held on Tuesday 10 February 2026 at 7.30pm.