



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

Trowell Parish Council

Trowell Parish Hall, Stapleford Road, Trowell NG9 3QA

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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 14 April 2026, commencing at 7.30pm.**

Date this: 9 April 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, including the right to record, film and broadcast meetings.

Recording does not require prior permission but should take place from the designated area provided and must not disrupt the conduct of the meeting. Those recording are requested to respect the rights and privacy of others.

For the purposes of assisting with the preparation of the minutes, the Clerk will make an audio recording of the meeting. This recording will be used solely as an aid to minute-taking and will be deleted once the minutes have been finalised.

AGENDA

FUL-208/25 Chairman's Welcome.

FUL-209/25 Apologies for Absence.

Councillors to note apologies received.

FUL-210/25 Declarations of Interest.

Councillors are required to declare an interest they have in the subsequent agenda items as follows.

- a) Pecuniary interests.
- b) Other registerable interests.

c) Non-registerable interests.

Councillors are reminded of their obligation to declare any interests relating to items on this agenda, including where the matter under consideration may affect their property, financial position, or close associations.

FUL-211/25 To receive reports from County Councillors and to consider any matters raised.

FUL-212/25 To receive reports from Borough Councillors and to consider any matters raised.

FUL-213/25 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.

Each speaker will normally be limited to three minutes.

Items not on the agenda cannot be debated but may be considered for inclusion at a future meeting.

The Chair reserves the right to curtail any contribution which is considered inappropriate or disruptive.

FUL-214/25 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 due to the confidential nature of the business to be transacted.

FUL-215/25 Confidential Clerk's Update.

To receive a confidential report following legal advice obtained and to consider correspondence and any actions arising.

FUL-216/25 Minutes

Councillors to review and approve the minutes as a true record of the business conducted at the meeting held on Tuesday 10th March 2026. Draft minutes have been circulated to members prior to the meeting and draft minutes are available on the website.

FUL-217/25 Parish Council Finances.

- a) Councillors to note the account balances on the 31st of March 2026.
- b) Councillors to approve the schedule of payments for March 2026.

- c) Councillors to note income received during March 2026.

FUL-218/25 Planning and Environment Matters.

To consider planning applications received for consultation from the Borough Council.

26/00190/VOC – Variation of Condition 2 (approved plans) to retain extension as built – 8 Smithfield Avenue Trowell NG9 3PD.

To receive and note decision notices and other information on planning matters.

FUL-219/25 Parish Hall Inspection Reports.

To receive the regular Parish Hall inspection reports carried out by the Clerk and Caretaking staff, and for the Chair to review and sign them in accordance with Council procedures.

FUL-220/25 Polices and Governance.

- a) Designated Recording Arrangements at Meetings – to consider and formally approve the introduction of a designated area for recording at Council meetings, in order to support the orderly conduct of meetings.

Members are also asked to confirm this arrangement and its inclusion within the Council's Recording of Meetings Policy.

- b) Recording of Meetings Policy – to consider and approve the updated policy.
c) Prevent Duty – to consider and approve the Council's Prevent Policy and guidance for hirers of the Parish Hall.

Members are reminded that this item relates to general policy considerations and should not include discussion of individual cases.

FUL-221/25 Local Government Reorganisation.

To consider a proposal received from Stapleford Town Council regarding the Government's Local Government Reorganisation proposals and to determine the Council's position.

FUL-222/25 Schedule of Meetings 2026/27.

To consider and approve the schedule of meetings for the 2026/27 municipal year.

FUL-223/25 Correspondence.

To receive the Clerk's schedule of correspondence, including items circulated to members and those published on the website/social media.

FUL-224/25 Clerk's Report.

To receive the Clerk's report on ongoing matters and to consider any actions arising.

FUL-225/25 Press Release and Public Communications.

To agree the key points for any press release, website update, or social media post arising from the meeting.

FUL-226/25 Date of next meetings.

Annual Parish Meeting – Tuesday 28th April 2026 at 7pm.

Annual Meeting of Trowell Parish Council – Tuesday 12th May 2026 at 7.30pm