

Trowell Parish Council

Draft Minutes of the Ordinary Meeting of Trowell Parish Council

Held at Trowell Parish Hall, Trowell on Tuesday 10 March 2026, commencing at 7.30pm

Present:

Shaun Bell, Helen Cutting, John Doddy (Parish & County Councillor), Martin Follows, Michelle Harvey, Cynth McGann, Don Pringle (Parish & Borough Councillor)

In attendance:

Jane Murden (Clerk/RFO), Lydia Ball (Borough Councillor)

Also present:

1 member of the public

FUL-190/25 Chairman's Welcome

The Chair welcomed councillors and members of the public to the meeting and outlined housekeeping arrangements, including fire safety procedures and access arrangements. Members were reminded to conduct the meeting in accordance with Standing Orders.

FUL-191/25 Apologies for Absence

Apologies were received from TH and noted.

FUL-192/25 Declarations of Interest

Councillors were reminded to declare any interests they may have in items on the agenda as follows:

Pecuniary interests

Other registerable interests

non-registerable interests

No declarations of interest were made.

FUL-193/25 Minutes

The minutes of the Ordinary Meeting held on Tuesday 10 February 2026 were reviewed.

Resolved: The minutes were approved as a true and accurate record, with two councillors abstaining as they were not present at the meeting. The Chair signed the minutes accordingly.

FUL-194/25 Reports from County Councillor(s)

Cllr John Doddy provided an update on matters relating to Nottinghamshire County Council, including reference to the Better Care Fund.

Members noted the report.

FUL-195/25 Reports from Borough Councillor(s)

Cllr Lydia Ball provided an update on matters relating to Broxtowe Borough Council, including the recent budget meeting.

Cllr Ball, together with Cllr Don Pringle, also informed members of proposed building works on land within the Green Belt at Bennerley Viaduct.

Members noted the report.

(Cllr Lydia Ball and Cllr John Doddy left the meeting at 7.50pm due to other commitments.)

FUL-196/25 Public Forum

One member of the public was present.

No questions were raised.

The Chair thanked the member of the public for their attendance. No decisions were taken under this item.

FUL-197/25 Parish Council Finances

Members considered the Council's financial position.

The following were reviewed:

- Account balances as of 28 February 2026
- Schedule of payments for February 2026
- Income received during February 2026

Resolved:

The schedule of payments for February 2026 was approved.

Members noted the financial information presented.

FUL-198/25 Appointment of Internal Auditor 2025/26

Members considered the appointment of an Internal Auditor for the 2025/26 financial year.

Resolved:

S Arundel was approved as the Council's Internal Auditor for the financial year 2025/26.

FUL-199/25 Planning and Environment Matters

Members considered the following planning application:

Application Reference: CW8/0524/4

Location: Hallam Fields Sewage Treatment Works, Stapleford Road, Trowell

Proposal: Installation of three kiosks

Resolved:

No objections were raised and no comments were submitted.

Members also considered any planning decisions issued by Broxtowe Borough Council.

Members noted the report.

FUL-200/25 Parish Hall – Routine Inspections and Chair's Sign-Off

Members noted that routine inspections of the Parish Hall had been carried out and signed off by the Chair.

Members noted the report.

FUL-201/25 Policies and Governance

Members considered the following draft policies:

- Safeguarding Policy
- Information Technology (IT) Policy
- Social Media Policy Addendum

Following discussion:

Resolved:

The Safeguarding Policy, Information Technology (IT) Policy, and Social Media Policy Addendum were approved and formally adopted as Council policies.

FUL-202/25 Correspondence

Members received the Clerk's schedule of correspondence.

Members commented on the increase in the volume of correspondence received.

Members noted the report.

FUL-203/25 Clerk's Report

Members received the Clerk's report on ongoing matters including:

Outstanding footpath inspection reports.

Outstanding councillor information required for the Council website.

The Clerk expressed thanks to the County Councillors for their assistance in relation to the condition of Church Close and for having the road placed on a high priority list for repair, which was supported by members.

The Clerk also expressed thanks to Cllr John Doddy for his donation to the Trowell Community Hub, which enabled the purchase of items for the Hub, which was supported by members.

Members noted the report.

FUL-204/25 Press Release and Public Communications

Members considered whether any matters arising from the meeting should be communicated to residents by way of a press release or other public communication.

No matters were put forward.

FUL-205/25 Exclusion of Press and Public

Resolved: Under the Public Bodies (Admission to Meetings) Act 1960, the press and public were excluded due to the confidential nature of the business to be transacted.

FUL-206/25 Confidential Clerk's Update

Members received a confidential report from the Clerk regarding Freedom of Information requests, including their volume, context and operational impact on the Council.

Members noted the significant administrative and operational impact outlined in the report.

Following consideration of the report:

Resolved:

- To approve the proposed Council Statement of Support for the Clerk in managing Freedom of Information requests and associated correspondence.
 - That certain correspondence be subject to review and approval by the Council prior to response.
 - To seek appropriate legal advice in relation to the matters raised and, if required, to instruct a solicitor.
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FUL-207/25 Date of Next Meeting

The next Ordinary Meeting of Trowell Parish Council will be held on Tuesday 14 April 2026 at 7.30pm.

The meeting closed at: 9:02pm_____

Signed: _____

Date: _____