



Wednesday, 16 July 2025

Dear Sir/Madam

A meeting of the Annual Borough Parish Meeting will be held on Thursday, 24 July 2025 in the Council Chamber, Council Offices, Foster Avenue, Beeston NG9 1AB, commencing at 7.00 pm.

We would like to welcome all invitees for light refreshments before the meeting from 6pm.

Should you require advice on declaring an interest in any item on the agenda, please contact the Monitoring Officer at your earliest convenience.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Ruth E Hyde'.

Chief Executive

To Invited Guests

A G E N D A

1. Apologies

To receive apologies and to be notified of the attendance of substitutes.

2. Declarations of Interest

(Pages 3 - 10)

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda.

3. Minutes

(Pages 11 - 14)

The Committee is asked to confirm as a correct record the minutes of the meeting held on 25 July 2024.

4. Presentation on Local Government Reform

The Chief Executive will give a presentation on Local Government Reform.

5. Martyn's Law

The Head of Health and Safety, Compliance and Emergency Planning will give a presentation on Martyn's Law and how this will impact events planning and SAGs.

6. Update on Environmental Services

The Head of Environment and the Climate Change Manager will give the meeting an update on climate change.

7. Date of the next meeting

The date of the next meeting will be discussed.

Report of the Monitoring Officer

DECLARATIONS OF INTEREST

1. Purpose of Report

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda. The following information is extracted from the Code of Conduct, in addition to advice from the Monitoring Officer which will assist Members to consider any declarations of interest.

Part 2 – Member Code of Conduct

General Obligations:

10. Interest

10.1 You will register and disclose your interests in accordance with the provisions set out in Appendix A.

Section 29 of the Localism Act 2011 requires the Monitoring Officer to establish and maintain a register of interests of Members of the Council. The register is publically available and protects you by demonstrating openness and willingness to be held accountable. You are personally responsible for deciding whether or not you should disclose an interest in a meeting which allows the public, Council employees and fellow Councillors know which of your interests gives rise to a conflict of interest. If in doubt you should always seek advice from your Monitoring Officer.

You should note that failure to register or disclose a disclosable pecuniary interest as defined in Appendix A of the Code of Conduct, is a criminal offence under the Localism Act 2011.

Advice from the Monitoring Officer:

On reading the agenda it is advised that you:

1. Consider whether you have any form of interest to declare as set out in the Code of Conduct.
2. Consider whether you have a declaration of any bias or predetermination to make as set out at the end of this document
3. Update Democratic Services and the Monitoring Officer and or Deputy Monitoring Officers of any declarations you have to make ahead of the meeting and take advice as required.
4. Use the Member Interest flowchart to consider whether you have an interest to declare and what action to take.
5. Update the Chair at the meeting of any interest declarations as follows:

‘I have an interest in Item xx of the agenda’

'The nature of my interest is therefore the type of interest is
DPI/ORI/NRI/BIAS/PREDETERMINATION
'The action I will take is...'

This will help Officer record a more accurate record of the interest being declared and the actions taken. You will also be able to consider whether it is necessary to send a substitute Members in your place and to provide Democratic Services with notice of your substitute Members name.

Note: If at the meeting you recognise one of the speakers and only then become aware of an interest you should declare your interest and take any necessary action

6. Update your Member Interest Register of any registerable interests within 28days of becoming aware of the Interest.

Ask yourself do you have any of the following interest to declare?

1. DISCLOSABLE PECUNIARY INTERESTS (DPIs)

A "Disclosable Pecuniary Interest" is any interest described as such in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and includes an interest of yourself, or of your Spouse/Partner (if you are aware of your Partner's interest) that falls within the following categories: Employment, Trade, Profession, Sponsorship, Contracts, Land, Licences, Tenancies and Securities.

2. OTHER REGISTERABLE INTERESTS (ORIs)

An "Other Registerable Interest" is a personal interest in any business of your authority which relates to or is likely to affect:

- a) any body of which you are in general control or management and to which you are nominated or appointed by your authority; or
- b) any body
 - (i) exercising functions of a public nature
 - (ii) anybody directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a Member or in a position of general control or management.

3. NON-REGISTRABLE INTERESTS (NRIs)

"Non-Registrable Interests" are those that you are not required to register but need to be disclosed when a matter arises at a meeting which directly relates to your financial interest or wellbeing or a financial interest or wellbeing of a relative or close associate that is not a DPI.

A matter "directly relates" to one of your interests where the matter is directly about that interest. For example, the matter being discussed is an application about a particular property in which you or somebody associated with you has a financial interest.

A matter “affects” your interest where the matter is not directly about that interest but would still have clear implications for the interest. For example, the matter concerns a neighbouring property.

Declarations and Participation in Meetings

1. DISCLOSABLE PECUNIARY INTERESTS (DPIs)

- 1.1 Where a matter arises at a meeting which **directly relates** to one of your Disclosable Pecuniary Interests which include both the interests of yourself and your partner then:

Action to be taken

- **you must disclose the nature of the interest** at the commencement of that consideration, or when the interest becomes apparent, whether or not such interest is registered in the Council’s register of interests of Member and Co-opted Members or for which you have made a pending notification. If it is a sensitive interest you do not have to disclose the nature of the interest, just that you have an interest
- **you must not participate in any discussion** of that particular business at the meeting, or if you become aware of a disclosable pecuniary interest during the meeting you must not participate further in any discussion of the business, including by speaking as a member of the public
- **you must not participate in any vote** or further vote taken on the matter at the meeting and
- **you must withdraw from the room** at this point to make clear to the public that you are not influencing the meeting in anyway and to protect you from the criminal sanctions that apply should you take part, unless you have been granted a Dispensation.

2. OTHER REGISTERABLE INTERESTS (ORIs)

- 2.1 Where a matter arises at a meeting which **directly relates** to the financial interest or wellbeing of one of your Other Registerable Interests i.e. relating to a body you may be involved in:

- **you must disclose** the interest at the commencement of that consideration, or when the interest becomes apparent, whether or not such interest is registered in the Council’s register of interests of Member and Co-opted Members or for which you have made a pending notification. If it is a sensitive interest you do not have to disclose the nature of the interest, just that you have an interest
- **you must not take part in any discussion or vote** on the matter, but may speak on the matter only if members of the public are also allowed to speak at the meeting
- **you must withdraw from the room** unless you have been granted a Dispensation.

3. NON-REGISTRABLE INTERESTS (NRIs)

3.1 Where a matter arises at a meeting, which is not registrable but may become relevant when a particular item arises i.e. interests which relate to you and /or other people you are connected with (e.g. friends, relative or close associates) then:

- **you must** disclose the interest; if it is a sensitive interest you do not have to disclose the nature of the interest, just that you have an interest
 - **you must not take part in any discussion or vote**, but may speak on the matter only if members of the public are also allowed to speak at the meeting; and
 - **you must withdraw** from the room unless you have been granted a Dispensation.
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Dispensation and Sensitive Interests

A “Dispensation” is agreement that you may continue to participate in the decision-making process notwithstanding your interest as detailed at section 12 of the Code of the Conduct and the Appendix.

A “Sensitive Interest” is as an interest which, if disclosed, could lead to the Member, or a person connected with the Member, being subject to violence or intimidation. In any case where this Code of Conduct requires to you to disclose an interest (subject to the agreement of the Monitoring Officer in accordance with paragraph 2.4 of this Appendix regarding registration of interests), you do not have to disclose the nature of the interest, if it is a Sensitive Interest in such circumstances you just have to disclose that you have a Sensitive Interest under S32(2) of the Localism Act 2011. You must update the Monitoring Officer when the interest is no longer sensitive, so that the interest can be recorded, made available for inspection and published.

BIAS and PREDETERMINATION

The following are not explicitly covered in the code of conduct but are important legal concepts to ensure that decisions are taken solely in the public interest and not to further any private interests.

The risk in both cases is that the decision maker does not approach the decision with an objective, open mind.

This makes the local authority’s decision challengeable (and may also be a breach of the Code of Conduct by the Councillor).

Please seek advice from the Monitoring Officer or Deputy Monitoring Officers, if you need assistance ahead of the meeting.

BIAS

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias. If you have been involved in an issue in such a manner or to such an extent that the public are likely to perceive you to be biased in your judgement of the public interest:

- a) you should not take part in the decision-making process
- b) you should state that your position in this matter prohibits you from taking part
- c) you should leave the room.

PREDETERMINATION

Where a decision maker has completely made up his/her mind before the decision is taken or that the public are likely to perceive you to be predetermined due to comments or statements you have made:

- a) you should not take part in the decision-making process
- b) you should state that your position in this matter prohibits you from taking part
- c) you should leave the room.

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Registerable Interests

These are interests that you are required to register in accordance with the Code of Conduct. They are interests that you would know about in advance of an item coming up (e.g. land you own) and you should have included them when filling in your register of interests.

What type of Registerable Interest do you have in this matter?

Disclosable Pecuniary Interests

These are any interests that are described as DPIs under the Code of Conduct and include both the interests of yourself and of your partner.

Other Registerable Interests

These are personal interests that relate to certain types of bodies that you may be involved in as set out in the Code of Conduct.

Does the matter directly relate to one of your Disclosable Pecuniary Interests?

No

Does the matter directly relate to the financial interest or wellbeing of one of your Other Registerable Interests?

No

Does the matter affect a financial interest or the wellbeing of yourself or of a friend, relative or close associate?

No

Is the financial interest or wellbeing affected to a greater extent than the financial interests or wellbeing of the majority of inhabitants?

No

Would a reasonable member of the public knowing all the facts believe that it would affect your view of the wider public interest?

No

You must:

- Disclose the interest;
- Not speak on the matter;
- Not participate in any discussion or vote; and
- Not remain in the room unless you have a Dispensation

You must:

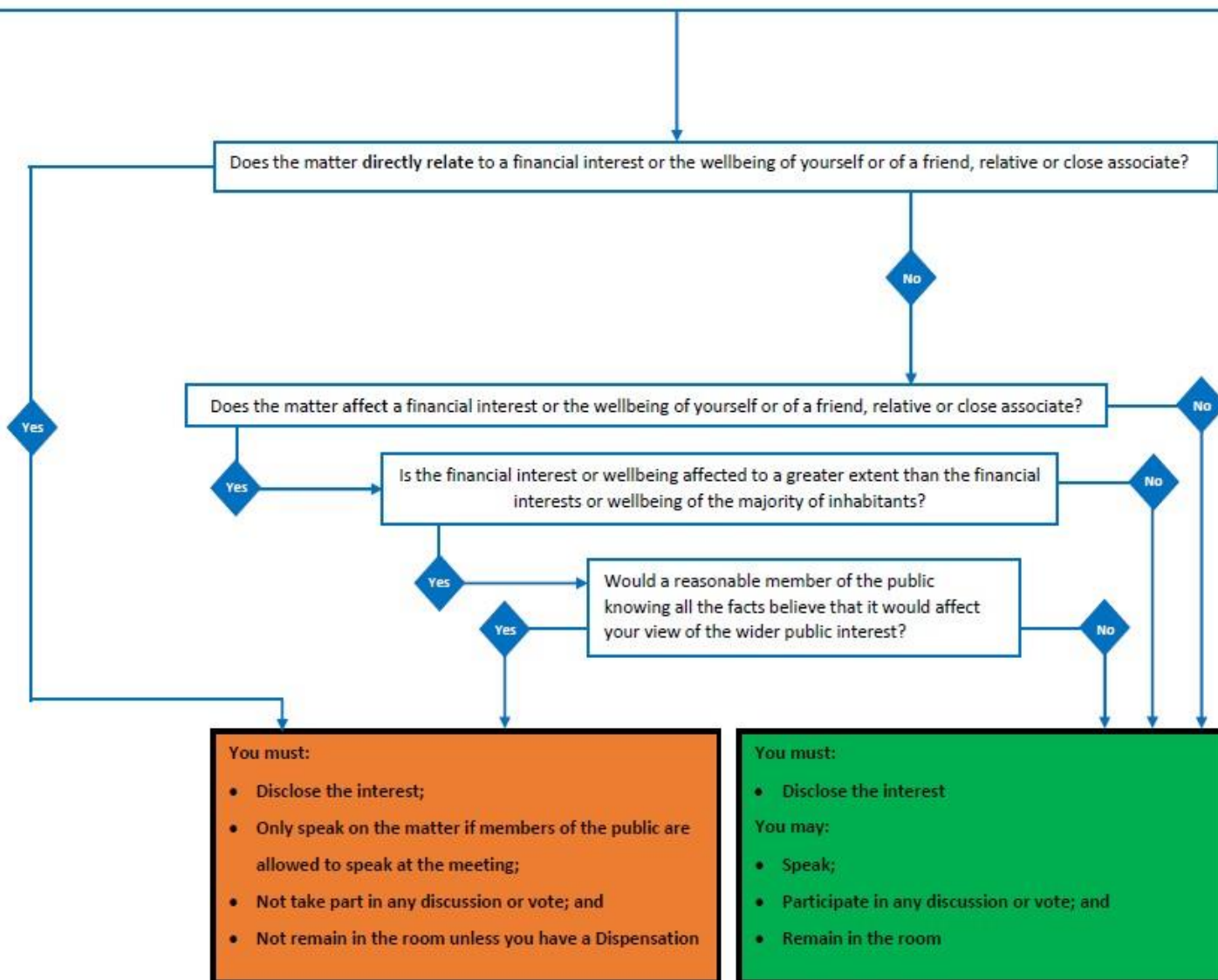
- Disclose the interest;
- Only speak on the matter if members of the public are allowed to speak at the meeting;
- Not take part in any discussion or vote; and
- Not remain in the room unless you have a Dispensation

You must:

- Disclose the interest
- You may:
- Speak;
 - Participate in any discussion or vote; and
 - Remain in the room

Non-Registerable Interests

These are interests that you are not required to register but may become relevant when a particular item arises. These are usually interests that relate to other people you are connected with (e.g. friends, relatives or close associates) but can include your own interests where you would not have been expected to register them.



ANNUAL BOROUGH PARISH MEETING

THURSDAY, 25 JULY 2024

Present:	Councillor M Radulovic MBE, Chair
Parish and Town Councillors:	Councillor E Williamson (Brinsley) Councillor R Hellott-Bellamy (Brinsley) Councillor M Bullock (Eastwood) Councillor K Woodhead (Eastwood) Councillor J Holmes (Greasley) Councillor R Jones (Greasley) Councillor J Dymond (Kimberley) Councillor J Owen (Nuthall) Councillor P Owen (Nuthall) Councillor K Harlow (Stapleford) Councillor T Needham (Stapleford) Councillor S Frost (Trowell) Councillor M Harvey (Trowell)
Parish and Town Clerks	S Trower (Eastwood) L Turgoose (Greasley) S Stack (Nuthall) O Edwards (Stapleford) J Murden (Trowell)
Broxtowe Officers	R Hyde T Genway E Georgiou M Leonforte H Lees - Manning K Powell S Robertson
In attendance	K Newton (Democratic Services)

Apologies for absence were received from Donna Kemp, Hayley Holt, Councillor G Spencer and Councillor P Bales.

6 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

7 **MINUTES**

The minutes of the meeting on 20 July 2023 were confirmed and signed as a correct record.

8 PROTOCOL AND PLANNING FOR CIVIC EVENTS

The meeting received a presentation from the Communications and Civic Officer on holding civic events, in particular considerations about planning, protocol and new advice on safety. It was also noted that accessibility at events should be considered at the planning stage.

It was noted that event management plans should be sent to the Safety Advisory Group at safetyadvisorygroup@broxtowe.gov.uk.

9 UPDATE ON OPERATION LONDON BRIDGE

The Communications and Civic Officer gave an update on Operation London Bridge. The meeting was informed that there had been changes to plans regarding floral tributes, which would now be placed with books of condolence. The importance of timings was noted, with specific reference to

Discussions were had about the role of civic dignitaries in the event of a major incident or terrorist attack in Broxtowe. It was noted that a protocol was being developed and would be shared presently.

10 CLIMATE CHANGE AND GREEN FUTURES

A presentation was given by the Head of Environment and the Climate Change Manager on Environmental Services and Climate Change.

There was a discussion about blocked drains and gulleys. The importance of reporting blockages was stated.

It was noted that a useful way of understanding what waste could go in a Broxtowe recycling bin was to visit the [Veolia](#) site in Mansfield. It was noted that the majority of black bin waste was incinerated at Eastcroft and that green bin waste was composted at Oxton.

There followed a discussion regarding the waterways in the Borough and coping with increased rainfall and flooding. It was noted that the Boundary Brook at Trowell had been surveyed and that there was the possibility of changing the structure of the waterway so that excess water was stored in the old canal. It was noted that there were different challenges at Beauvale Brook in Eastwood, but that in both cases, natural flood management solutions were being considered to prevent waterways from becoming flooded. The situation had been complicated by the number of agencies and various landowners involved, but a survey of blue infrastructure was being conducted, as were regular Local Flood Resilience meetings to ensure partnership working.

There was a discussion about [HEAT](#) hub, an advice team who were able to offer retrofit advice for homes.

Biofuel was discussed, as the Borough Council fleet had converted to using HVO fuel at a cost of £80,000 per year. It was noted that although this was an additional cost,

the benefits were that the fuel was cleaner for both engines and in terms of particulate matter.

11 CORPORATE PLAN

The Chief Executive shared the Corporate Plan with the meeting. It was noted that the five priorities had stayed consistent with the previous plan.

There was a discussion about the use of Greasley Leisure Centre and partnership working.

12 WHITE RIBBON CAMPAIGN

The Senior Communities Officer gave a presentation on the White Ribbon Campaign.

The Leader of the Council invited all Parish and Town Councils to send a representative to the White Ribbon flag raising event on 25 November 2024.

13 DATE OF THE NEXT MEETING

It was requested that the date of the next meeting should not clash with Town and Parish Council meetings.

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