

**A Meeting of Trimley St Martin Parish Council will be held at the Trimley St Martin Memorial Hall on Tuesday 3 April 2018 at 7.00 p.m. The agenda is set out below.**

**Caroline Ley, Parish Clerk  
27 03 2018**

- 1. To elect a Chairperson for the Council following the resignation of Councillor Sills**
- 2. To receive apologies for absence**
- 3. To receive declarations of interest**  
For councillors to declare any interests in matters on the agenda.
- 4. To receive and determine requests for dispensations**  
To receive and determine requests from Councillors for dispensations enabling them to speak, or speak and vote, on matters on which they have a pecuniary interest
- 5. To approve the minutes of the meeting held on 6 March 2018**
- 6. Public Forum**  
Residents are warmly welcomed and invited to give their views at this stage of the proceedings and to question the Parish Council on issues on the agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may stay to observe, but may not take part in the Parish Council meeting that follows.
  - Presentation by Network Rail on the works to be carried out to the Felixstowe Branch Line
  - Update from Pigeon Investment Management in relation to the development of the plot of land between the High Rd and the allotments for which full planning permission has already been granted (DC/16/1919/FUL)
  - County and District Councillor Reports
  - Public Question Time
- 7. To note the resignation of Cllr Pither and the arrangements for handling vacancies**  
To note the resignation of Cllr Pither. The statutory notice has been posted and a by-election will be held if ten electors seek an election by writing to the Returning Officer by 9 April. If a by-election is not called it will be open to the Parish Council to fill the vacancy by co-option. The statutory notice in respect of the vacancy arising out of Cllr Sills' resignation has also been posted and electors have until 16 April to seek a by-election.
- 8. To receive feedback from the armistice working party on their progress towards making recommendations on the Parish Council's plans to mark the centenary of the armistice.**
- 9. To receive an update on the cessation of the Christmas entertainment at Reeve Lodge**
- 10. To consider the appointment of a Data Protection Officer**
- 11. To agree on representation at a site meeting with Stuart Sneddon of Suffolk Coastal Norse at the Capel Hall Rd picnic site**
- 12. To note that the next edition of the Parish Pump would be prepared for distribution in mid-April**
- 13. To note the completion of replanting of the beds on and around the roundabout.**
- 14. To receive a financial statement to 25 March 2018**

Bank statements and a full list of payments will be available for inspection at the meeting. Note that the total of payments for expenses associated with the Memorial Hall, for which the Corporate Trustees have been billed, is recorded separately below the itemised budget. Note also that at the March meeting the figure which was shown erroneously included VAT

Reconciliation			
<b>As at 31/03/17</b>			
Deposit Account	£ 12,008.80		
Current Account	£ 23,269.96		
	<b>£ 35,278.76</b>		
Add Receipts to 25/03/2018	£ 32,553.10	Unrepresented cheques	
Less Expenditure to 25/03/2018	£ 19,710.31	300229	£ 195.00
Less Unrepresented Cheques	£195.00		£ 195.00
	<b>£ 48,316.55</b>		
<b>Balance As at 25/03/2018</b>			
Deposit Account	£ 14,989.01		
Current Account	£33,327.54		
	<b>£ 48,316.55</b>		

ITEM	Proposed Budget 2017/18	Spend to Date Net of VAT)	Percentage Spent
Clerk's Salary and expenses	£ 7,500	£ 8,552.36	114.0%
General Expenses	£ 1,800	£ 821.84	45.7%
Audit Fees	£ 600	£ 410.00	68.3%
Insurance	£ 433	£ 480.84	111.0%
Clerk Training	£ 350	£ 272.00	77.7%
Councillor Training	£ 600	£ 146.14	24.4%
Chairman's Allowance	£ 350	£ 350.00	100.0%
Subscriptions	£ 750	£ 755.19	100.7%
Grants/Donations/Sec 137	£ 750	£ 150.00	20.0%
Bus Shelter Cleaning	£ 800	£ 648.00	81.0%
Flower Beds & Roundabout	£ 1,500	£ 1,154.61	77.0%
Parish Pump	£ 450	£ 453.00	100.7%
Memorial Hall Corporate Trustees	£ 3,145	£ 2,750.00	87.4%
<b>TOTAL</b>	<b>£ 19,028</b>	<b>£ 16,943.98</b>	
Notes			
Expenditure incurred on behalf of Corp Trustees & billed to them (net of VAT): 1967.75			
<b>INCOME</b>			
Bank Interest	£ 5		
Grant Funding	£ -		
<b>TOTAL</b>	<b>£ 5</b>		
<b>NET REQUIREMENT</b>	<b>£ 19,023</b>		

**15. To Approve the Following Payments**

Date	No	Name	In respect of	Amount	Power
03 04 2018	300237	C Ley	Clerk's salary	531.29	LGA1972 s112
03 04 2018	300238	Revenue & Customs	Tax on clerk's salary	102.00	LGA1972 s112
03 04 2018	300239	C Ley	Clerk's Expenses	To be confirmed	LGA1972 s112
03 04 2018	300240	B Dunningham	Cleaning of Bus Shelter	54.00	LGA Misc Provs Act 1953 s4
03 04 2018	300241	Simon Jones Landscapes Invoice no 3418 & 3419 combined	Overhaul of planting roundabout and beds	£1206.00	LGA1972 s133

**16. To consider the exclusion of the public in order to to consider the award of contract for landscape maintenance of the Howlett Way roundabout and surrounding beds for the year to 31 March 2019**

**17. Close**