

TRIMLEY ST MARTIN PARISH COUNCIL

Minutes of the meeting of Trimley St Martin Parish Council held at the Trimley St Martin Memorial Hall on Tuesday 16th August 2016 at 10.30 a.m.

Present: Parish Councillors: Barker, Garrett, Pither, Rodwell and Sills

Also Present: Two members of the public

Public Session

There were no questions asked by those members of the public who were present.

1. To Receive Apologies for Absence

There were no apologies for absence.

2. Receive Declarations of Interests

No Councillors declared any interests in matters on the agenda.

3. To Receive and Determine Requests for Dispensations

There were no requests from Councillors for dispensations enabling them to speak, or speak and vote, on matters on which they have a pecuniary interest

4. To Approve the Minutes of the Meeting Held 7th June 2016

The minutes of the meeting held 7th June 2016 were agreed and signed as a true record.

5. To Note the Receipt of the Minutes of the Planning Committee held 21st June and 1st August 2016

The Council noted the receipt of the minutes of the Planning Committee held on 21st June and 1st August 2016.

6. To Receive a Financial Statement to 25 July 2016 (includes bank statements and budget update)

The Council received a Financial and Budget Statement to 25 July 2016, which included a bank reconciliation, copies of bank account statements, a schedule of income received and payments made, and a statement of spend against budget.

7. To Approve the Following Cheque Payments:-

The Council approved the following payments:-

Date	Cheque No.	Payable to	In Respect of	Amount £	Powers
11/7/16	30	SALC	Reference Book	£73.60	Local Authorities (Goods & Services) Act 1970
11/7/16	31	B Dunningham	Bus Shelter Cleaning	£54.00	LGA1972 s112
11/7/16	32	Information Commissioner	Annual Registration Fee	£35.00	FOI Act2000 s19
11/7/16	33	K Coutts	Petty Cash	£22.25	Local Authorities (Goods & Services) Act 1970
11/7/16	34	G Mussett	Salary	£96.00	LGA1972 s112
11/7/16	35	K Coutts	Salary	£337.78	LGA1972 s112
11/7/16	36	HMRC	NI/PAYE	£24.00	LGA1972 s112
11/7/16	37	TSM Memorial Hall Committee	Hall Hire	£46.00	LGA1972 s134
01/8/16	38	TSM Memorial Hall Committee	Hall Hire	£66.00	LGA1972 s134
01/8/16	39	HMRC	NI/PAYE	£85.80	LGA1972 s112
01/8/16	40	G Mussett	Salary	£343.84	LGA1972 s112
01/8/16	41	B Dunningham	Bus Shelter Cleaning	£67.50	LGA1972 s112
01/8/16	42	SALC	Internal Audit	£229.20	Accounts & Audit Regulations 2015
01/8/16	43	CPRE	Subscription	£36.00	LGA1972 s142
16/8/16	44	JAS Landscapes	Roundabout ground works	£275.00	Highways Act 1980 s42
16/8/16	45	SCC	Advertisement	£50.00	LGA1972 s112
16/8/16	46	Norse	Dog Bins	£516.00	Litter Act 1983
16/8/16	47	B Dunningham	Bus Shelter Cleaning	£54.00	LGA1972 s112

8. To Agree the Arrangements for Recruiting a New Parish Clerk - attached

The Council agreed the arrangements for recruiting a new Parish Clerk, i.e.:-
to establish a recruitment panel comprising the Chairman, Vice-Chairman and locum Clerk to;

- a) short-list a maximum of four applicants for interview
- b) conduct the interviews; and
- c) make a recommendation to Full Council as to whom should be appointed

9. Closure

The meeting was closed at 10.47 a.m.