

Minutes of the meeting of Trimley St Martin Parish Council held at the Trimley St Martin Memorial Hall on Tuesday 7 November 2017 at 7.30 p.m.

Present: Parish Councillors Barker, Clarke D'Arville (from item 6) Garrett, Owen, Parker, Pither, Rodwell, Sills and Smart

Also Present: County Councillor Bird, District Councillor Harding and five members of the public

1. To receive apologies for absence

Apologies had been received from Councillor Bozier who was unwell

2. To receive declarations of interest

There were no declarations of 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 had a pecuniary interest

4. To approve the minutes of the meeting held on 3 October 2017

The minutes of the meeting held on 3 October 2017 were approved and signed as a true record.

5. Public Forum

- I. County Councillor Bird reported that he had sought further action at county level on the problems with the road surface in Innocence Lane and also near the Howlett Way roundabout where resurfacing work 18 months ago was wearing badly. In the latter instance the work had now been listed for attention. Cllr Bird also reported that he had set aside funds for a second speed activated device for Trimley St Mary and would look favourably on a similar request should one be made by Trimley St Martin. In addition it was reported that the merger between Suffolk Coastal District Council and Waveney had moved a step closer. Going forward it would be necessary for the Boundary Commission to conduct an electoral review of the ward boundaries for the new Council. Cllr Bird had undertaken a sponsored walk to raise funds for Level 2 and would be presenting them with a cheque for £625.
- II. District Councillor Harding reported that there was a problem with the pavement opposite the Sausage shop where overhanging branches and a build-up of leaves and other material meant that the useable path was reduced to a very narrow strip. This problem had been reported by Cllr Smart and County Councillor Bird would push for early action. Cllr Harding also drew attention to the approval of a housing development in Walton and to concern about the pressure of additional traffic on the High Rd.
- III. A member of the public spoke in support of placing a seat at the Grimston Lane bus stop.
- IV. A member of the public asked whether it would be possible for a speed activated device to be brought into use in Trimley St Martin. This matter was due to be reviewed and would be added to the agenda for the December meeting.
- V. A member of the public asked if a 'no parking' sign could be erected to prevent parking in front of the defibrillator. The possibility of an extension to the existing yellow lines would be looked into.

6. To consider an application by Mrs Elizabeth D'Arville to be co-opted to fill a vacancy on the Council

Members considered the application by Mrs D'Arville to be co-opted onto the Council to fill the remaining vacancy. After due deliberation the application was approved and Mrs D'Arville was welcomed to the Council.

7. To consider the following planning applications

DC/17/4230/FUL: 258 High Rd, alterations and single storey side extension

DC/17/4479/FUL: 73 Mill Lane, new garage

The Council discussed the application for alterations and single storey side extension to the bungalow at 258 High Rd, Trimley St Martin and concluded that they had no objection to the application subject to the conditions imposed on the approval of application C/10/1518 which should be maintained where applicable.

The Council had no objection to application DC/11/4479/FUL - new garage at 73 Mill Lane.

8. Public Enquiry into the Network Rail (Felixstowe Branch Line Improvements – Level Crossing Closure) Order

It was agreed that the Clerk would review the draft Statement of Common Ground produced by Network Rail and circulate a draft response. More generally it was agreed that it was of great importance that the Parish Council should focus on the factual and the relevant in relation to the enquiry.

9. To note that the Planning Committee response to the Issues and Options consultation document has been submitted to Suffolk Coastal District Council as have the comments of the cross boundary parish council group on the Innocence Farm site (both already circulated)..

Noted, links to the documents had been placed on the website.

10. To consider whether to give further consideration to the option of drawing up a neighbourhood plan.

In the September edition of the Parish Pump, villagers were invited to contact the Parish Clerk if they wished to see the Parish Council give further consideration to the possibility of developing a neighbourhood plan. By the closing date of 20 October, only five residents had expressed an interest.. Trimley St Mary PC had who set the ball rolling on a neighbourhood nlan but found that, despite early interest, only a tiny number of residents wished to be directly involved in the process. Members voted unanimously not to undertake any further work on the topic for the time being.

11. To note the arrangements for the Act of Remembrance which would take place outside Reeve Lodge on Saturday 11 November. In addition, in the light of next year's centenary of the armistice between Germany and the Allies which ended the First World War, to consider how best to mark that occasion.

The arrangements for 11 November were noted. Councillors D'Arville, Garrett, Owen and Smart volunteered to form a working party to consider the how the mark the 2018 centenary of the armistice.

12. To note that funds remain in the SCDC sports budget for this parish and to consider options to explore how this might best be used for the benefit of local residents

The Council agreed that there was a need for a piece of land for parish use. The matter would be revisited at the December meeting.

13. To note that Trimley St Mary Parish Council have indicated that they are prepared to share the cost of the work to the beds. The Clerk has invited Taylor Wimpey to contribute to the cost of the work to the roundabout; no reply has been received as yet.

Noted

14. To receive an update on the position on the provision of seating at the Grimston Lane bus-stop.

The Senior Infrastructure Officer at Suffolk County Council, would assess whether there was room for a shelter on the Highways land at the Grimston Lane bus stop. It was agreed that the Clerk would write to the owner of the adjacent bungalow to let them know what was being considered and ask for his views. It was not yet known whether Highways permission would be required should the Council opt for a bench without shelter. Further information would be available for the December meeting.

15. To consider a request for a donation from Felixstowe Travel Watch.

The council considered the request, but decided not to make a donation to Felixstowe Travel Watch on this occasion.

16. To receive an update in respect of the position in relation to the acceptance of advertising on the roundabout and to decide on the way forward.

The Clerk reported that there would be no tax implications arising from the acceptance of advertising on the roundabout. The Clerk had contacted Marketing Force, the company which deals with the advertising on roundabouts elsewhere in the district, but they did not wish to enter into an

arrangement with the Parish Council for a single roundabout. Marketing Force did not wish to disclose their charges to advertisers. It would also be necessary to decide how many positions to offer the chosen advertiser and to agree on the duration for any contract. Information on the size of signs currently applied on SCC roundabouts by Marketing Force Ltd had been provided to councillors. Members asked the Clerk to supply further information to assist in their consideration of how best to advertise the opportunity and what fee they should seek.

17. To consider a request from the office of Therese Coffey to advertise in the Parish ‘magazine’

The Parish Council agreed that the Parish Pump was not an appropriate vehicle for the MP’s advertisement. The clerk would inform Dr Coffey’s office of the decision.

18. To Receive a Financial Statement to 25th October 2017

The Clerk presented a financial statement to 25th October 2017. Bank statements and a full list of payments to date were made available for inspection. It was noted that the Parish Council would soon receive its first Community Infrastructure Levy (CIL) payment of £2,019. This was a combination of the first instalments for two modest developments at 28 Old Kirton Rd and 349 High Rd; the second and third instalments would be paid next year.

Details of spend against budget was presented as set out below together with the reconciliation. A virement would be necessary to cover the overhaul of the roundabout and beds. The amount of this would be determined when an answer had been received from Taylor Wimpey in response to the Council’s invitation to contribute to the cost.

ITEM	Proposed Budet 2017/18	Spend to Date Net of VAT)	Percentage Spent	Over or underspend
Clerk’s Salary	£ 7,500	£ 4,876.05	65.0%	
General Expenses	£ 1,800	£ 562.75	31.3%	
Audit Fees	£ 1,000	£ 492.00	49.2%	
Insurance	£ 433	£ 1,280.84	295.8%	
Clerk Training	£ 750	£ -	0.0%	
Councillor Training	£ 1,000	£ 168.43	16.8%	
Chairman’s Allowance	£ 350	£ 350.00	100.0%	
Subscriptions	£ 750	£ 755.19	100.7%	
Grants/Donations/Sec 137	£ 750	£ -	0.0%	
Bus Shelter Cleaning	£ 800	£ 378.00	47.3%	
Flower Beds & Roundabout	£ 1,500	£ 1,033.00	68.9%	
Parish Pump	£ 450	£ 377.20	83.8%	
Memorial Hall Corporate Trustees	£ 1,945	£ 1,500.00	77.1%	
TOTAL	£ 19,028	£ 11,773.46		
INCOME				
Bank Interest	£ 5			
Grant Funding	£ -			
TOTAL	£ 5			
NET REQUIREMENT	£ 19,023			

Reconciliation		
As at 31/03/17		
Deposit Account	£ 12,008.80	
Current Account	£ 23,269.96	
	£ 35,278.76	
Add Receipts to 25/10/2017	£ 29,575.90	
Less Expenditure to 25/10/2017	£ 11,773.46	
Less Unpresented Cheques		
	£ 53,081.20	
As at 25/10/2017		
Deposit Account	£ 12,011.81	
Current Account	£41,069.39	
	£ 53,081.20	

19. To Approve the Following Payments

Payments were approved as follows:

Date	No	Name	In respect of	Amount
07 11 2017	300200	C Ley	Clerk's salary	498.20
07 11 2017	300201	Revenue & Customs	Tax	93.80
07 11 2017	300202	C Ley	Clerk's Expenses	159.31
07 11 2017	300203	Community Action Suffolk	One Suffolk Hosting	60.00
07 11 2017	300204	B Dunningham	Cleaning of Bus shelter	£54.00
07 11 2017	300204	S Jones	Roundabout/beds	340.00

20. To exclude public and press in accordance with the Public Bodies (Exclusion from Meetings) Act 1960 in view of the confidential nature of the business to be transacted

The public left the meeting at this point.

21. To receive an update from Heather Rodwell on behalf of the Hall Committee on the revised draft Memorial Hall lease and decide on next action.

It was agreed that the Chairman and Clerk would meet with the Secretary and Treasurer of the Hall Committee to identify any concerns relating to the draft lease.

22. To review the salary and hours of work of the Clerk.

The Council reviewed the hourly rate of pay of the Clerk and agreed an increase from SCP 17 to SCP 19. The increase would be backdated to 1 April 2017. The Council noted that the demands of the forthcoming public enquiry would give rise to overtime claims by the Clerk. These would be considered as and when made. It was noted that the additional work involved was thought unlikely to exceed 60 hours.

23. Close

The meeting closed at 10.00 p.m.