

**Minutes of The Trimley St Martin Parish Council  
Monthly Meeting  
01 July 2014 at 7.30pm  
The Methodist Church Hall, Trimley St Martin**

**Public Session**

- Police Report; PCSO Glynn Bown and PC Natalie Howard (new SNT officer) attended. PCSO Glynn Bowen gave the report for the month of June (appended to these minutes).
- County and District Councillor Reports (items raised for decision at this time will be placed on the agenda for the next meeting).

District Councillor Graham Harding – attended the meeting and gave his report.

District Councillor Richard Kerry – had sent his apologies together with a report for the month of June, which had been circulated by the Clerk.

County Councillor John Goodwin – had sent his apologies together with a report for the month of June, which was circulated by the Clerk.

The Parish Council Chairman, John Barker, congratulated Councillor Susan Harvey on her appointment as Vice-Chairman of SCDC.

- Public Question Time – no members of the public present

<b>Parish Council Meeting MINUTES</b>
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**Apologies:** Parish Councillors – Carol Garrett, District Councillor Richard Kerry, County Councillor John Goodwin

**In attendance:** Chairman John Barker, Vice-Chairman John Sills, Parish Councillors Heather Rodwell, Joe Smith, Dave Pither, Bob Parker, Berridge Eve, Justine Good, Heather Rodwell, Ann Owen and Ian Cowan

**Minutes:** Kit Coutts (Clerk)

**92/14 Declarations of Interest –**

- Parish Councillor Joe Smith – Item 100/14 Planning, 61 Mill Lane planning application. Personal interest.

**93/14 Minutes of the Monthly Parish Council Meeting held on 03 June 2014 –** unanimously approved and signed

**94/14 Clerk's report on progress and other matters arising since the last meeting:**

- Grant Funding Update given by the Clerk. The shortfall in funding on contents and PC reconstruction items was discussed.
- Revised Suffolk Local Code of Conduct for adoption. There was a show of hands and all were in approval of adopting the revised Suffolk Code of Conduct which had been circulated prior to the meeting.
- McColls - Post Office proposal to extend hours (GH had brought this up in the Public Session whilst the PCSO and PC were present, in order to establish whether there was still the level of problems that there had been in the past with the shop). SH advised that she had been in to discuss the proposal with PO staff and their main level of concern was security and privacy, as PO services will be conducted over the shop till outside the core PO hours. There will be a lone worker outside of the core hours. There had been a discussion during the Public Session, and GH and SH were asked to reply to the letters sent to them, and the PC would draft a separate response objecting on the grounds of privacy and security, and on not being consulted. ACTION: Clerk to draft a response and to liaise with JSills, GH and SH.
- TSSC – complaints had been received by RK following the last all weekend event. SCDC have arranged to monitor the next event and would take any action necessary.
- New PC Natalie Howard, to replace PC Dave Gledhill - will take up post on the 8th of July 2014. Discussed at the Public Session and JB had welcomed her to the village. ACTION: Clerk to arrange an informal meeting with the Chair, Vice Chair, Clerk, and PCSO Glynn Bown and PC Natalie Howard.

## 95/14 Matters Brought forward from last meeting

- Dog Bin – St Martins – discussed and Clerk to ask Vic Lingley, SCS Ltd to meet with Dave P and Joe S in the area to look at siting another bin – **ACTION:** Clerk to arrange.

## 96/14 Members Reports

- Memorial Hall Update – John Sills reported in the progress meeting that had been held that morning. Work was on target with no reported concerns. Costs and funding were discussed. Dissatisfaction, in particular with the PC's loss adjuster (Lorega) and with the delays on the project was discussed. This matter to be revisited once the Hall is complete.
- Footpath Inquiry – John Barker gave a report on the footpath enquiry held at Trimley Sports and Social Club 11 June, which he had attended. He had made a statement and had also been cross examined by the person who had complained about the proposed footpath changes.
- Felixstowe Futures – JB reported that he had been asked to meet with Paul Moss of FF. A date had been arranged and the meeting would be attended by the Chair, VC, the Clerk and Bryan Frost from Trimley St Mary.

**97/14 Correspondence** – reported elsewhere in the minutes

**98/14 Information Circulars** – the following items have been circulated by e-mail, or were made available for inspection at the meeting:

- Ship To Shore
- Coastline Lite Edition 2 (supporting documents)
- The Local Councillor

## 99/14 Finance

a) Cheques were presented for signing and account status as follows and were approved by all.

Current Account			Running Total	
05/06/2014	100174	A C Harding 3rd stage payment paid from insurance advance for this purpose after approval of loss adjuster.	£38,001.90	£125,678.44
05/06/2014	INC	VAT refund	£6,061.27	£131,739.71
05/06/2014	TRANSFER to DEPOSIT AC	TRANSFER OUT	£18,000.00	£113,739.71
12/06/2014	INC	JG - SCC Locality Funding	£3,000.00	£116,739.71
27/06/2014	INC	SCDC SH Community Enabling Budget	£500.00	£117,239.71
01/07/2014	100175	K Coutts June pay	£835.22	£116,404.49
01/07/2014	100176	K Coutts Expenses June - INCLUDES DOMAIN NAME RENEWAL AND WEB HOSTING RENEWAL	£79.04	£116,325.45
01/07/2014	100177	HMRC Month 3 PAYE and NI	£119.03	£116,206.42
01/07/2014	100178	B Dunningham Bus Shelters (June)	£67.50	£116,138.92
01/07/2014	100179	Trimley Methodist Hall (booking)	£27.50	£116,111.42
01/07/2014	100180	CPRE - annual membership	£36.00	£116,075.42
01/07/2014	100181	JAS Landscapes - quarterly invoice	£275.00	£115,800.42
01/07/2014	100182	K Coutts - Ray Howlett Awards Book Vouchers for Trimley St Martin School Presentation	£105.50	£115,694.92
01/07/2014	100183	Trimley Memorial Hall Charity £1000 (JG locality budget) £200 Annie Tranmer Trust (for tables/cha)	£1,200.00	£115,589.42
01/08/2014	100184	K Coutts July pay (post-dated as no meeting in Aug)	£835.22	£114,889.42
01/08/2014	100185	HMRC Month 4 PAYE and NI (post-dated as no meeting in Aug)	£119.03	£114,754.20
01/08/2014	100186	B Dunningham Bus Shelters (July - post-dated as no meeting in Aug)	£54.00	£114,635.17
01/07/2014	100187	Computing Needs - Parish Pump printing and Printer toner x 1	£117.48	£114,581.17
01/08/2014	100188	G Hall - Parish Pump Delivery (July - post-dated as no meeting in August)	£50.00	£114,463.69

To approve cheque number 100189 – BDO External Audit – invoice will arrive between July and September meeting. The Clerk explained that the fee was £120 last year, but was likely to be in the next bracket of charges this year as turnover had been higher due to staged insurance payments. The fee levels are fixed. All present at the meeting approved a cheque being raised and signed outside of a meeting in order to expedite what is an annual and recurring payment.

**Deposit Account**

**Running Total**

01/04/2013		Deposit AC Carried forward from 2013/14	£11,011.39	
23/04/2014	INC	Bank Interest	£0.52	£11,011.91
23/05/2014	INC	Bank Interest	£0.51	£11,012.42
05/06/2014	TRANSFER from CURRENT AC	TRANSFER IN	£18,000.00	£29,012.42
23/06/2014	INC	Bank Interest	£0.52	£29,012.94

**100/14 Planning**

New Applications

<b>Reference</b>	DC/14/1884/FUL
<b>Alternative Reference</b>	PP-03459598
<b>Application Received</b>	Thu 12 Jun 2014
<b>Address</b>	242 High Road Trimley St Martin Suffolk IP11 ORG
<b>Proposal</b>	Addition to canopy to front of property and single storey rear extension
<b>Status</b>	Pending Consideration
<b>PC Planning Committee</b>	Circulated and Discussed

<b>Reference</b>	DC/14/1671/OUT
<b>Alternative Reference</b>	PP-03415978
<b>Application Received</b>	Fri 23 May 2014
<b>Address</b>	58 Old Kirton Road Trimley St Martin Suffolk IP11 0QH
<b>Proposal</b>	Outline application for one dwelling on land to the side of the house
<b>Status</b>	Pending Consideration
<b>PC Planning Committee</b>	Circulated and Discussed

Previous Applications:

<b>Reference</b>	DC/14/1346/FUL
<b>Application Received</b>	Mon 28 Apr 2014
<b>Address</b>	129 Kirton Road Trimley St Martin Suffolk IP11 0QL
<b>Proposal</b>	Proposed two storey side extension with single storey rear extension (demolition of existing single storey rear extensions).
<b>Status</b>	Granted

<b>Reference</b>	DC/14/1319/FUL
<b>Application Received</b>	Fri 25 April 2014
<b>Address</b>	34 Grimston Lane, Trimley St Martin IP11 ORX
<b>Proposal</b>	Erection of a porch and garage extension and loft conversion with balcony
<b>Status</b>	Granted

<b>Reference</b>	<b>DC/14/1263/FUL</b>
<b>Application Received</b>	22 April 2014
<b>Address</b>	57 Grimston Lane, Trimley St Martin IP11 0SA
<b>Proposal</b>	Rear sun room extension – NO OBJECTION
<b>Status</b>	Granted

<b>Reference</b>	<b>DC/14/1261/FUL</b>
<b>Application Received</b>	Tue 22 Apr 2014
<b>Address</b>	Part Rear Garden 61 Mill Lane Trimley St Martin Felixstowe Suffolk IP11 0RP
<b>Proposal</b>	Erection of two-storey dwelling with access drive between No's 59 & 61 Mill Lane and formation of new access for existing dwelling.
<b>PC Planning Committee</b>	Circulated to planning committee – OBJECTION SENT
<b>Status</b>	Refused

Other:

**101/14 Street Lighting** – report of any defective lights.

- Grimston Lane Lamp (BE) – SCC had been contacted by a resident of Grimston Lane who wished the missing lamp replaced. BE had spoken to the resident and explained the history of the missing lamp. BE had liaised with Mike Ashton at SCC to see whether there was any flexibility in the siting of the light. To await Mike Ashton's reply.

**102/14 Highways and Footpaths** – Actions from previous meetings all undertaken

- Items reported at last meeting dealt with by the Clerk
- Meadowlands – rubbish and fly tipping – reported by the Clerk between meetings
- A14 sound near Trimley footbridge- E bound carriageway – reported by the Clerk between meetings – HA agency contractor has been to site and is arranging to have the surface repaired. The contractor will also fill a pothole in the cycle track at the same time. **ACTION:** Clerk to investigate overgrown foliage.
- Serious trip hazard on the footpath at the Grimston Lane - High Road Junction – reported by the Clerk between meetings.
- Gutters and gulleys filled with earth and weeds – poor drainage – Kirton Road - reported by the Clerk between meetings.
- Bumping Kerbs – Cavendish Road
- Thorpe Lane – potholes reported by IC; possibly due to the increased weight of farm vehicles (Trinity Collage). Also an increase of mud lying on the road and possible damage to drainage. **ACTION:** IC to liaise with the Clerk who will report to the necessary organization/s.
- BE reported the Trimley flyover and the turn into Capel Hall Lane – visibility increasingly poor due to overgrown vegetation. **ACTION:** Clerk to report.

**103/14 To consider the exclusion of the public and press in the public interest for consideration of the following (if deemed necessary):**

Personnel Issues - None  
 Legal Issues - None

**104/14 URGENT BUSINESS ARISING AFTER THE PREPARATION OF THIS AGENDA, WHICH THE CHAIRMAN AGREES TO TAKE AS URGENT. SUCH MATTERS WILL BE FOR NOTING OR DEFERRAL TO A FUTURE MEETING ONLY.**

- IC asked about the item on the June Minutes regarding Felixstowe Emergency Planning Committee and whether any contact had been made by the Clerk with Felixstowe Town Clerk. JB explained that their new Clerk was not yet in post. **ACTION:** BF to next meeting.

- The Chairman reported on the recent sad passing of Parish Councillor Mary Dixon. The funeral had been attended by the Vice-Chairman and one of the parish councillors. The members of Trimley St Martin Parish Council wished it minuted that they expressed their extreme regret and sadness

**105/14 Dates of any other meetings, or community events members or the Clerk may wish to draw to the attention of the members:**

- Trimley St Martin School Open Afternoon – 3 July at 3.00pm. The presentation of the PC book vouchers for the Ray Howlett Awards will take place at the end of term. Dave Pither agreed to present the vouchers. **ACTION:** Clerk to let Paul Stock (HT) know and to let DP know the arrangements for the presentation.

**106/14 Date of next Parish Council Meeting and Annual Meeting of the Parish Council – 7.30pm Tuesday 02 September 2014 at The Trimley St Martin Methodist Church Hall.**

**There being no other business, the meeting closed at: 21:20 hrs**

Signed.....

Dated.....