

**Minutes of The Trimley St Martin Parish Council  
Monthly Meeting  
07 April 2015 at 7.30pm  
The Trimley Memorial Hall, Trimley St Martin**

**Public Session**

- Police Report and County & District Councillor Reports

*Police Report PCSO Stephen Baddeley attended and gave his report  
District Councillor Graham Harding attended and gave his report  
District Councillor Susan Harvey attended and gave her report  
District Councillor Richard Kerry had sent his apologies together with a report which was read by the Clerk  
County Councillor John Goodwin attended and gave his report*

- Members and residents questions to Police/District/Ward and SCC Councillors

Cllr Sills gave information in response to a question from a member of the public regarding the potential sites for housing that were being discussed later in the Parish Council meeting (see item 50/15b). He advised that currently there had been no formal planning applications put forward. Cllr Barker advised that as and when applications were put forward, they would go through the formal planning process. There were questions from residents and further discussion.

<b>Parish Council Meeting MINUTES</b>
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**Apologies:** Cllr Joe Smith

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

**Minutes:** Kit Coutts (Clerk)

**46/15 Declarations of Interest**

- Cllr Berridge Eve – tenant of Bidwells/Trinity College
- Cllr Ann Owen – tenant of Bidwell/Trinity College

**47/15 Minutes of the Monthly Parish Council Meeting held on 03 March 2015 – for approval and signing**

- The monthly meeting minutes 03 March 2015 – these were approved by **all** members present as a true and accurate record.

**48/15 Clerk's report on progress and other matters arising since the last meeting**

- The Clerk reported that she had tendered her resignation. The Chairman thanked the Clerk for all the work she had undertaken on behalf of the council and advised members that the appointment of a new clerk would be a matter for the new council.

**49/15 Matters Brought forward from last meeting – no matters other than those shown elsewhere in the minutes – none.**

## 50/15 Members Reports

- a) Memorial Hall – Report on Memorial Hall Charity AGM - Cllr Cowan gave a report of the AGM held in March.
- b) Felixstowe Peninsula AAP Working Group/Felixstowe Action Plan Consultation. Notes from Jan and Feb meetings in supporting documents - Cllr JSills had answered questions earlier in the public session and answered further questions from members. He had attended a further meeting on 16/03/2015 – minutes not yet available.
- c) Early Years Facility Meeting – Cllr J Barker reported on a meeting with Neil McManus from SCC which was attended by himself, Cllr J Sills and the Clerk. The possibility of S106 money was being pursued by Neil McManus. It would be a matter for the new council as to whether they proceeded with such a facility.
- d) Report from Trimley Estates (minutes requested) and LALC Meeting (minutes supplied) – Trinity College 12 March 2015 – Cllr J Barker gave a report on the LALC meeting attended by himself, Cllr JSills and the Clerk.
- e) FQP Minutes and presentation March 26 Meeting – Cllr JSills gave a report from the meeting which he had attended.

**51/15 Correspondence** – In accordance with Standing Orders, the following documents were available in hard copy for inspection at the meeting:

- a) Level 2 Youth Project – members agreed to defer until the first meeting of the new council on 19 May 2015.
- b) Letter sent to Memorial Hall Committee – pyrotechnics (insurance). Discussed.
- c) SCDC response to Cllr Cowan Complaint. The Clerk reported receipt of a copy of the report, which contained four recommendations for the Parish Council to consider. Cllr Cowan wished to know whether Cllr Barker would waive his right to confidentiality; Cllr Barker advised Cllr Cowan that he had no comment to make. Cllr B Eve said that this was a process that should not be hurried. It was therefore proposed that the recommendations be discussed by the new council at its June meeting. Proposer Cllr R Parker, Seconder Cllr B Eve. Accepted by the majority, with one objection and one abstention.
- d) External annual audit form 2014-15 received from BDO.
- e) Felixstowe/Trimley Passing Loops – Network Rail 2014-19 Enhancements Document-for information only.

**52/15 Information Circulars** – the following items had been circulated by e-mail where possible, and were also made available for inspection at the meeting:

- a) Ship2Shore
- b) Clerks and Councils Direct
- c) Countryside Voice
- d) Coastline Lite – Edition 5

## 53/15 Finance

- a) To authorize the signing of Clerk's April pay and expenses cheques/April HMRC PAYE/NI payment/Mr Dunningham April bus shelters, on 1 May, between meetings, in view of the fact that there would be no meeting until 19<sup>th</sup> May (after the 7th May election). After discussion, members present were in favour of the authorization of these cheques being signed in between meetings (on or shortly after 1 May 2015).
- b) Quotes received from JAS Landscapes for 2015/2016 maintenance of beds (50%) £270 pa and roundabout (100%) £1100 pa. - ALL members present were in favour of accepting the quotes.

- c) Cheques and account status reported as shown below (hard copies of all invoices had been brought to the meeting by the clerk as usual and were available for viewing at the meeting). There was a discussion surrounding two of the invoices; those raised by A C Harding Ltd and Concertus Ltd. The Clerk therefore gave members a clear breakdown on the amounts shown on these two invoices. This explanation was accepted by the majority. There was one objection and one abstention.

All members were agreed on all other items presented for payment as shown below and on the account status.

Current Account						
Date	Reference	Details	Receipts	Payments	Comments	Balance
31/03/2015	RECEIPT	AVIVA	£19,926.49			
					<b>YEAR END BALANCE 31/03/2015</b>	<b>£32,022.08</b>
					<b>OPENING BALANCE 01/04/2015</b>	<b>£32,022.08</b>
01/04/2015	CHQ 000245	A C Harding Ltd		£7,559.84	Final Invoice (2.5% retention to pay Sept)	
01/04/2015	CHQ 000246	Concertus Ltd		£17,808.06	Fees inc Insurers/PC & Memorial Hall Committee	
01/04/2015	RECEIPT	SCDC-1st half precept and Council Tax Support Funding	£12,663.98		Precept £12250 Council Tax Support Funding £413.98	
07/04/2015	CHQ 000247	K Coutts March Salary		£890.66	M12 Pay	
07/04/2015	CHQ 000248	HMRC Month 12		£156.49	M12 PAYE and NI	
07/04/2015	CHQ 000249	B Dunningham		£67.50	Bus Shelter Cleaning March	
07/04/2015	CHQ 000250	JAS Roundabout		£275.00	Final invoice 2014/15	
07/04/2015	CHQ 000251	JAS 50% Flowerbeds		£270.00	Final invoice 2014/15 - split between St Mary and St Martin	
07/04/2015	CHQ 000252	Community Action Suffolk		£30.00	Annual Membership Subs	
07/04/2015	CHQ 000253	K Coutts March Expenses		£167.73	Mileage (LALC Meeting Cambridge & SCDC with nomination papers, £82.75 Heat&Power £12, Phone/Broadband £13.50, Card&Gift Julie P £18.50, Postage £7.29, Park & Ride £3.70, 1 Year Anti-Virus Sub PC laptop £29.99	
07/04/2015	CHQ 000254	Computing Needs		£57.48	Printer Toner	
07/04/2015	CHQ 000255	Suffolk Assoc of Local Councils (SALC)		£664.00	Annual Membership Subs	
07/04/2015	RECEIPT	Share Dividend	£0.45			
			<b>£12,664.43</b>	<b>£27,946.76</b>		
					<b>Balance Current Account</b>	<b>£16,739.75</b>
Savings Account						
Date	Reference	Details	Receipts	Payments	Comments	Balance
23/03/2015	RECEIPT	Bank Interest	£0.44			
					<b>YEAR END BALANCE 31/03/2015</b>	<b>£10,020.38</b>
					<b>OPENING BALANCE 01/04/2015</b>	<b>£10,020.38</b>
					<b>Balance Savings Account</b>	<b>£10,020.38</b>
					<b>CUMULATIVE FUNDS (Current &amp; Savings A/Cs)</b>	<b>£26,760.13</b>

54/15 Planning

New Applications:

<b>Reference</b>	<b>DC/15/1317/ADI</b>
Address	Hand In Hand Inn 318 High Road Trimley St Martin Suffolk IP11 ORL
Proposal	Replacement signs and lighting
Status	Pending Consideration – the Chairman suspended standing orders at this point in order that a member of the public could ask a question which was satisfactorily answered and the Parish Council meeting was then restarted. Neither the members of the Planning Committee, nor the full council raised any objections to this application.

<b>Reference</b>	<b>DC/15/0792/TPO</b>
Address	32 Mill Lane Trimley St Martin Suffolk IP11 ORN
Proposal	2no. Oak in side Garden to be felled
Status	Pending Consideration – Discussed and it was agreed that the Parish Council should object – <b>Action:</b> Clerk to send objection.

<b>Reference</b>	<b>DC/15/0959/FUL</b>
Address	286 High Road Trimley St Martin Suffolk IP11 ORH
Proposal	Proposed first floor extension
Status	Pending Consideration

<b>Reference</b>	<b>DC/15/0904 and 5/FUL</b>
Address	Hand In Hand Inn 318 High Road Trimley St Martin Suffolk IP11 ORL
Proposal	Alterations to be made to existing external boundary wall to the front of the site. Minor alterations to be made internally within the modern extension of the property.
Status	Pending Consideration

<b>Reference</b>	<b>DC/15/0602/FUL</b>
Address	Morston Cottages 2 Morston Hall Lane Trimley St Martin Suffolk IP11 OSQ
Proposal	Erection of part two storey side/ part single storey side/ rear extension
Status	Permitted

**Previous Applications:**

Reference	<b>DC/15/0667/AME</b>
Address	34 Grimston Lane Trimley St Martin Suffolk IP11 0RX
Proposal	Erection of porch and garage extension and loft conversion with balcony
Status	Permitted

**Other:**

**55/15 Street Lighting** - New items: None.

**56/15 Highways and Footpaths** – Actions from previous meeting had all been completed by the Clerk.

New items reported and to be **ACTIONED** by the Clerk:

Cllr CG – Foliage and brambles on the footpath along the side of the Mushroom Farm development land and Longford House

Cllr CG – Cycle path ‘end of’ notice required (Reeve Lodge Roundabout/High Road)

Cllr CG - Old Kirton Road to Howlett Way – a number of houses appear to be incorporating the grass bank to the rear of their properties into their back gardens. Clerk to contact JG and ask him to speak to CG.

Cllr RP – Cycle track beside the A14 still in a poor state.

Cllr AO - Polythene on the fields near Alston Track.

**57/15 To consider the exclusion of the public and press in the public interest for consideration of the following (if deemed necessary):**

- a) Personnel Issues – None
- b) Legal Issues – None

**58/15 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** - None

**59/15 Dates of any other meetings, or community events members or the Clerk may wish to draw to the attention of the members:**

**60/15 Date of next Parish Council Meeting This will be the Annual Parish Meeting which will be followed by The Annual Meeting of the Parish Council** – Tue 19 May at the earlier start time 7.00pm; Trimley Memorial Hall.

**There being no other business, the meeting closed at 21:25 hrs**

Signed.....
Dated.....