

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

Public Session

- Police Report; County and District Councillor Reports

Police Reports – PCSO Glynn Bown and PCSO Amy Clarke attended and gave a report

District Councillor Graham Harding – attended and gave his report

District Councillor Susan Harvey - attended and gave her report

County Councillor John Goodwin – attended and gave his report

District Councillor Richard Kerry – had sent his apologies, together with his report which had been circulated by the Clerk

- Members Questions to the above

- Public Question Time –

- Residents of Mill Close attended the meeting to complain about parking on the green area which had originally been protected against development and left as an open piece of land intended as a place for children to play – JB advised we had no control over the parking on this piece of land and had in fact tried previously to get something done without success. It was thought that the land was owned by SCC and he suggested the members of the public spoke to SCC County Councillor JG and SCDC District Councillor GH who were in attendance to see what if anything could be done.
- Residents of Goslings Farmhouse attended regarding their planning application which was shown on the agenda. JB advised that this would not be discussed at this meeting, but by the PC's planning committee and suggested they contact the Clerk with their own contact details to pass to John Sills, Chair of the planning committee.

**Parish Council Meeting
MINUTES**

Apologies: Parish Councillor – Justine Good

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

Minutes: Kit Coutts (Clerk)

122/14 Declarations of Interest

- Ann Owen – Bidwells tenant
- Ian Cowan – Goslings Farmhouse Planning Application
- John Sills – Member Sports and Social Club
- John Sills – Sits on Memorial Hall Committee
- Heather Rodwell - Sits on Memorial Hall Committee
- Ian Cowan - Sits on Memorial Hall Committee
- Joe Smith – 61 Mill Lane Planning Application

123/14 Minutes and Closed Minutes of the Monthly Parish Council Meeting held on the 2 September 2014 – for approval and signing

- The monthly meeting minutes approved by all as a true record and signed by the Chairman.
- The closed meeting minutes approved by all as a true record and signed by the Chairman.

124/14 Clerk's report on progress and other matters arising since the last meeting:

- a) Clerk's Grant Funding and Costs update – the Clerk gave an update and explained the figures on her schedule.
- b) Meeting with Bidwells re farm vehicles – the Clerk had contacted and was awaiting dates from Tim Collins, Bidwells.

125/14 Matters Brought forward from last meeting

126/14 Members Reports

a) Memorial Hall – update on completion - JSills advised that the hall was finished apart from a small amount of remedial and snagging work currently being completed.

HR – reported that she had received a very favourable quote for the new hall sign. Wording was agreed by all. She also reported that the official opening date was 1 November 2pm and as agreed with the Clerk, she will send invitations out to her grant funders, and the Clerk to contact funders who gave to the PC. Keith Slaughter, Chairman of The Memorial Hall Committee to cut the ribbon and say a few words. She also advised that the Christmas carol service at the hall would be 2 December before the PC meeting.

JSills suggested a date for the parish councillors to look round the hall – this was agreed as 16th October. JSills thanked the main benefactors to the PC who had been our District, Ward and County Councillors.

b) Neighborhood Planning including CIL consultation – RP explained that he had the NP documents and that they say we should have a local neighbourhood plan. He had a copy of the parish envelope, which to the best of his knowledge was still in place at present. He felt if we were going to move forward with a plan, then the only way was by engaging with the parishioners (public consultation). There was a discussion and how this might be done and it was suggested putting a questionnaire in the Parish Pump. RP said we did not at the moment have enough information to do a NP, but that it will be worth doing one in the future. IC did not agree as he felt the local envelope was meaningless and that the Local Plan would take precedence. **ACTION:** to wait and gather information, and then make a decision at a later date. With regard to the CIL he explained to members what this was. **ACTION:** CIL documents to be circulated by the Clerk.

c) Preliminary meeting with TSSC (JSills and Clerk) to explore possible help with refurbishment of play equipment from Sport and Outdoor Play space funds. The Clerk gave an update on the meeting and that GH had asked SCDC whether they might be able to draw up some sort of legal document to ensure that the children of the village can always use the equipment if the money is coming from the TSMartin outdoor play space and sport money held by SCDC. **ACTION:** Clerk to await the outcome/liaise with Hilary Slater at SCDC.

127/14 Correspondence – circulated/or made available with the agenda prior to the meeting as follows.

a) Freedom of Information request Cllr Cowan and written response – IC wished to apologise to the Clerk for inconvenience and embarrassment caused by his making an FOI request. He felt he had not had proper answers to his questions at the last meeting, and that his questions had now been answered.

b) E-mails Cllr Cowan and written response – Further e-mails with questions had been received and a letter in regarding these questions had been sent by the Clerk, but Cllr Cowan was not happy with the responses in the letter and felt his questions were not being answered and wanted to know why he was being refused.

Cllr Parker focused on some of the points in the e-mails, and in particular items already agreed at previous meetings at which he pointed out that Cllr Cowan had time to object to them, but did not.

The Chairman pointed out that a vote of confidence in the Chair, Vice-Chair and Clerk in respect to their handling of the hall reinstatement project was taken at the last meeting, with all members including Cllr Cowan voting their confidence and yet two days later Cllr Cowan was questioning items again.

There was a discussion regarding the harassing outside of meetings, by e-mail of the Chair VC and Clerk who had done their best to supply information at meetings, which was up to date at the time of the meeting.

Cllr Parker pointed out that these methods of requesting information were contrary to the proper workings of the PC, which was constructed of the Chair, VC and committees, and reminded members that the Clerk does not have executive powers to reply direct to members without consulting the Chairman.

There was further discussion regarding the financial information and the Chairman explained that in depth breakdowns would not and could not be given at this stage, since the project was not yet complete, meaning that final invoices were not yet applicable.

Cllr Rodwell said that members of The Memorial Hall Committee had expressed their desire to move on from any past disagreements or misunderstandings that had occurred during the process of the reinstatement project now the hall was ready to reopen.

Parish Councillor Dave Pither proposed that members present move on from this, to the next item. This was seconded by Parish Councillor Carol Garrett and the meeting duly moved on to the next item on the agenda.

c) East Suffolk Lines Rail Consultation – a letter had been sent as drafted by Bryan Frost on behalf of both St Mary and St Martin Parish Councils.

e) Letter to Tim Passmore re Orwell Bridge closures – the Clerk had received a phone call from a SC traffic officer and was awaiting a formal written reply to the letter.

f) Taylor-Wimpey – Mushroom Farm Development; Exhibition is Tuesday 14th October 2014, Trimley Sports and Social Club, High Road, Trimley St Martin, IP11 0RJ. Local Councillors 2pm-3pm, 3pm-8pm open to local residents – this was discussed and concern was that numbers of houses may be increased and that it wasn't clear from the documents whether this was changed. District Councillor SH said they had the developer had been good with the development in Kirton and were keeping to the required amount of social housing. In her experience they had been had been a good, understanding team. RP felt it would be beneficial to work with them, particularly if there might be infrastructure benefits to the village.

g) Re-advertisement of SCC footpath creation order – No. 53 – for information.

h) Trimley Estates Report and LALC Meeting Minutes 2 Sept 2014 – for information.

i) FQP meeting 17/09/2014 – minutes and TOR – for information.

128/14 Information Circulars – the following items had been circulated by e-mail, or were made available for inspection at the meeting:

- Clerks & Councils Direct
- Ship2Shore
- Suffolk Wildlife Trust Magazine

129/14 Finance

Cheques were presented for approval and signing, and the account status shown:

Trimley St Martin Parish Council					
Bank					
2014-2015					
Latest Transactions					
Date	Reference	Details	Receipts	Payments	Balance
Bank: Current Account					
11/09/2014	REC 000064	VAT refund	£7,077.54		
19/09/2014	REC 000065	AVIVA	£20,000.00		
22/09/2014	REC 000066	SCDC Loan Draw Down (for VAT payment on below invoice)	£11,777.15		
25/09/2014	CHQ 000197	A C Harding Ltd		£ 70,662.90	
25/09/2014	TRF 000003	Transfer	£19,000.00		
28/09/2014	CHQ 000200	Broker Network Ltd (Insurance) authorised under Sec 54 S/O		£ 1,352.91	
30/09/2014	CHQ 000206	Computing Needs (box of paper)		£ 14.40	
30/09/2014	REC 000069	SCDC-2nd half precept	£10,075.27		
06/10/2014	REC 000068	Share Dividend	£0.45		
07/10/2014	CHQ 000201	Felixstowe Town Council - final cemetery fee payment		£ 750.00	
07/10/2014	CHQ 000199	K Coutts (Sept Pay)		£ 835.22	
07/10/2014	CHQ 000202	HMRC Month 6 (PAYE and NI)		£ 119.03	
07/10/2014	CHQ 000198	B Dunningham (bus shelters)		£ 67.50	
07/10/2014	CHQ 000203	F&D Council for Sport and Recreation		£ 5.00	
07/10/2014	CHQ 000204	Trimley Methodist Hall (booking fee)		£ 27.50	
07/10/2014	CHQ 000205	K Coutts (Sept Expenses)		£ 32.37	
07/10/2014	CHQ 000207	JAS Roundabout		£ 275.00	
		TRANSACTIONS SINCE LAST MEETING	£67,930.41	£ 74,141.83	
		YEARLY TRANSACTION TOTALS TO DATE	£208,010.83	£ 302,711.14	
Balance carried forward					£ 17,033.50
Date	Reference	Details	Receipts	Payments	Balance
Bank: Savings Account					
23/09/2014	REC 000067	Bank Interest	£1.39		
25/09/2014	TRF 000003	Transfer		£ 19,000.00	
		TRANSACTIONS SINCE LAST MEETING	£1.39	£ 19,000.00	
		YEARLY TRANSACTION TOTALS TO DATE	£18,006.17	£19,000.00	
Balance carried forward					£ 10,017.56
Total Current and Savings as at 04/10/2014					£27,051.06

130/14 Planning New Applications:

Reference	DC/14/2854/FUL
Address	Goslings Farmhouse, Thorpe Lane, Trimley St Martin
Proposal	Conversion of existing barn to annex for family accommodation
Status	Pending Consideration
PC	Circulated to planning committee

Previous Applications:

Reference	DC/14/2455/OUT
Address	Part Side Garden 29 St Martins Green Trimley St Martin Felixstowe Suffolk IP11 0UN
Proposal	Outline application for one dwelling on side gardens of existing property.
Status	Permitted
Reference	DC/14/2279/LBC
Address	351 High Road Trimley St Martin Suffolk IP11 ORS
Proposal	Retention of unauthorised UPVC windows to 1980's conservatory.
Status	Pending Consideration
Reference	DC/14/2277/LBC
Address	351 High Road Trimley St Martin Suffolk IP11 ORS
Proposal	Removal of unauthorised UPVC windows from cottage (excluding conservatory) and reinstatement of powder coated aluminium framed double glazed windows with diamond leaded lights.
Status	Pending Consideration

Reference	DC/14/1261/FUL
Address	Part Rear Garden 61 Mill Lane Trimley St Martin Felixstowe Suffolk IP11 ORP
Proposal	Erection of two-storey dwelling with access drive between No's 59 & 61 Mill Lane and formation of new access for existing dwelling.
PC Planning Committee	Circulated to planning committee – OBJECTION SENT
Status	Refused – applicants have appealed to Secretary of State Planning Inspector

Other: None

131/14 Street Lighting – report of any defective lights.

- Grimston Lane Lamp (BE) updated members on the history and advised that the street light had now been replaced.

132/14 Highways and Footpaths – Actions from previous meeting had all been completed by the Clerk. New items:

- Hedge overhanging the highway Old Kirton Road – reported between meetings and was being dealt with by SCC.
- Cycle path – Morston Hall Road – Cyclists still favouring Morston Hall Road – **ACTION:** Clerk to contact HA again.
- Grass cutting missed - green corner Old Kirton Road - **ACTION:** Clerk to report.

This part of the meeting suspended at 21:27 to go into closed session and members of the public were duly asked to leave.

133/14 To consider the exclusion of the public and press in the public interest for consideration of the following (if deemed necessary):

- a) Personnel Issues – one item – minuted seperately
- b) Legal Issues – None

The meeting reopened at 21:43

134/14 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.

None

135/14 Dates of any other meetings, or community events members or the Clerk may wish to draw to the attention of the members:

The Clerk wished to remind members well in advance, of the service of remembrance to be held at the Reeve Lodge Peace sign as usual on the 11 November at 11.00am. In view of it being so significant a year (the centenary year of the start of WW1), she would also remind members again at the next meeting. Wreaths and Last Post had been arranged.

136/14 Date of next Parish Council Meeting and Annual Meeting of the Parish Council – Tue 4 November at 7.30pm; Trimley Memorial Hall

There being no other business, the meeting closed at: 21:50hrs

Signed.....

Dated.....