

Minutes of The Trimley St Martin Parish Council
4th March 2014 at 7.30pm
The Methodist Church Hall, Trimley St Martin

Public Session

John Barker opened the meeting by welcoming Bob Parker and introducing him to all members present. He explained the format to all present.

- Police Report – Apologies had been received from PC Dave Gledhill and PCSO Glynn Bown. A report had been received and circulated. Details were also read by the Clerk at the meeting.
- 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 and gave his report. GH asked some questions regarding the Hall and funding. JB and the Clerk gave him details. The Clerk will also liaise directly with GH.

District Councillor Susan Harvey – apologies, report received and circulated.

County Councillor John Goodwin – apologies, report received and circulated.

District Councillor Richard Kerry – apologies, report received and circulated.

- Public Question Time

Tony Rodwell (Memorial Hall Committee Treasurer) updated the PC on the bill he had received from E-On for electricity used whilst the Hall had been out of use. This had now been rectified, the bill reduced and the standing charge only is now payable. He also reported a retrospective bill for window cleaning, and floor cleaning and polishing which they will have to pay. JB said that it was felt that the PC should be taking over the utilities and this would be one of the items discussed at the meeting with The Memorial Hall Committee on 27th March.

Wilf Youngs (Memorial Hall Committee Member) spoke regarding trustees – he understood there were management trustees (The Memorial Hall Committee) and holding trustees (The PC). He said Suffolk ACRE guidelines were that the holding trustees should have no input in the day to day running of the Hall. JB advised that these are only 'guidelines'. The PC wished to review and discuss these matters at the meeting convened with The Hall Committee on the 27th March.

TR asked who the building contractor would be. JB advised that this would be A.C.Harding and that we had adopted the process for tendering used by Suffolk County Council.

- Members Questions - none

Parish Council Meeting
MINUTES

Apologies: District Councillors Richard Kerry and Susan Harvey, S County Councillor John Goodwin. Parish Councillors Joe Smith, Ian Cowan and Heather Rodwell (apologies received from Ann Owen by e-mail which had been sent before the meeting but had been delayed)

In attendance: Chairman John Barker, Vice-Chairman John Sills, Carol Garrett, Dave Pither, Justine Good, Bob Parker, Berridge Eve

Minutes: Kit Coutts (Clerk)

31/14 Declarations of Interest

Bob Parker – Personal (reservoir) Minute No 39/14, planning application DC/13/3120/AGO

Berridge Eve – Personal (Trimley Estate/Bidwells)

32/14 Minutes of the Monthly Parish Council Meeting held on the 4th February 2014 – unanimously approved and signed at the meeting

33/14 Clerk's report on progress and other matters arising since the last meeting:

a) Grant Funding Applications for Hall refurbishment

The Clerk reported the following outcomes from her ongoing grant applications:

Successful				
Who	Amount	Use	Comments	Which Account
Suffolk Foundation	£1,833.00	Tables and Chairs		Memorial Hall
Scarfe Foundation	£500	Contents		Memorial Hall
Britten Pears	£1,000	Stage Curtains	Will send cheque when we are ready to buy the curtains	Memorial Hall
Locality Budget	£800.00	Cavity Wall Insulation		PC
John Gilpin Trust	£1,500.00	Stage Curtains	Via Margary and Miller, Southwold	Memorial Hall
Alfred Williams Trust	£500.00	Contents		PC
SCDC	£3,000.00	Contents	Capital and Revenue Aid Grant	Memorial Hall
	£9,133.00	TOTAL		
Awaited				
Who	Comment			
Viridor Waste Management	Email Sent-awaiting response			
Mr and Mrs Philip Rackham Trust via Birketts	Applied - TBC - await outcome			
John Lewis-Waitrose	Applied - TBC - await outcome			
Entrust	Email Sent-awaiting response			
Annie Tranmer Charitable Trust	Letter Sent with tables/chairs and curtains quote-awaiting response			
Lottery - Heritage	Email Sent about whether we could apply-awaiting response			
ABC Charitable Trust	Email Sent-awaiting response			
Cranfield Charitable Trust	Email Sent-awaiting response			
GH	Possible funding at the start of the new financial year			
SH	Possible funding at the start of the new financial year			
RK	Possible funding at the start of the new financial year			
No				
Who	Comment			
UCS	Not successful			
Biffa	1.2 miles too far away from the Bramford Landfill			
The February Foundation	Sorry, can't fund hall projects			

Memorial Hall funding and use of the donations were discussed. There was a general discussion regarding future use of the Hall once re-built.

- b) Outdoor play space and sport fund/TSSC – The Clerk reported that we have until June 2022 to spend the current funds available. GH is still trying to get members of the club together to discuss whether they wish to have a donation towards upgrading the play equipment. GH had already reported earlier in the meeting that the club were getting a firm in to quote for equipment, but had made no decision as to what they wish to do. JB explained the money was 'ring-fenced' by SCDC for outdoor play or sports equipment and whereas the PC wouldn't buy, it would be willing to donate some of these funds towards a purchase. However, he explained the history behind the agreement that the children of the village were allowed to use the play equipment and that if the PC made a donation it would still be looking for an arrangement of this sort and in fact to put it on a firmer/legal footing. GH said that whatever the outcome, he will still be donating £4000 to the PC and will be liaising with the Clerk over the course of the coming month. JB explained the difference between the three organisations - The Trimley Saints

Players, The Memorial Hall Charity/Committee and The Memorial Hall Trustees (the Parish Council) as it had become clear that confusion had arisen amongst potential funders, who in particular, thought that The Memorial Hall Charity/Committee and The Saints Players were one and the same organisation. He stressed the importance of making it clear in particular that The Saints Players were a completely separate organisation who were hall users, not part of the Management Committee.

- c) Grit bin Mill Close – SCC Highways had refused the request for a grit bin in Mill Close: Malcolm King's – e-mail reply:

Our general criteria for agreeing to the siting of grit bins is that there are either large traffic flows, the site is on a hill or there is a particular hazard nearby. The reason for not agreeing to all requests is obviously the cost of refilling but also logistics of refilling bins, there are currently over 800 bins and heaps in our area so we do have to set limits, those requests on minor residential streets tend not to be granted. None of these are in evidence here so we are unable to agree to this one in Mill Close.

- d) Nigel Smith's Bench – The Clerk reported that she had been with Jane Smith and Chris (who works for her) to look at the bench. It was agreed to move it back from the edge of the cliff, but needs a small fork lift to get it out of the ground and there isn't enough room to drive one down the track. Jane is going to ask Chris Mayhew who will be farming the field adjoining the track, to bring one across the field near the bench later in the year. Jane thanked the PC for their concern.
- e) Meeting with SH – TBA now that JSills is back from his holiday. **ACTION:** Clerk to arrange.

34/14 Matters Brought forward from last meeting - none

35/14 Members Reports

- a) Memorial Hall Update – JB explained the costs and the history of the process so far, the costs and delays and had given members details earlier in the meeting of the Pre-Start meeting to be attended by the Clerk/Chair and VC on the 5th March. The PC had been asked prior to this meeting and that now work was starting, in order to expedite the process and avoid delay to the schedule, that only one member attend this and future contractor meetings. This person to be a 'decision maker'. After discussion with Concertus, it was agreed that with the approval of members, the Chair and VC would attend and make decisions as they arose. The agreement was also that, as the single point of contact, and the person undertaking the administrative side of the project, the Clerk should also attend in order to take notes, provide progress information for members and maintain continuity. JB put the matter to members present and asked if they approved of this course of action and that he and JSills have the authority to make decisions at contractors meetings. This was proposed by CG and seconded by BP. There was a show of hands with all being in favour. **ACTION:** Contractor/Concertus site meetings to be attended only by JB/JSills and the Clerk.
- b) Fire Service Consultation – report on meeting 25th Feb (attended by JB, JSmith, BP and the Clerk) – JB said the only attendees from the Parish Council were the Clerk, JB, JSmith and Bob Parker. JB explained we are served by Ipswich East and that after a presentation and questions, matters were clearer. Ipswich East is 'manned' and therefore an appliance is on the road more quickly than an 'on-call' station as it is not necessary to wait for 'on-call' staff to arrive. He explained how the system worked with 'on-call' stations. It was felt that the situation could actually be better for us than being covered by Felixstowe. **ACTION:** Clerk to follow up with Ken Williamson to ask him to send information about future call outs to Trimley St Martin as he had sent her following the meeting. Figures had shown that only a small percentage of the call outs were 'real' fires.
- c) Mill Lane Junction – proposals – JB and JSills had met with Malcolm King and JG on-site, who felt there was nothing much wrong with the junction as it stood. Some drawings had been produced. These showed No waiting signs and double yellow lines would be installed. The concrete 'island' that juts out causing drivers to pull out into the High Road to get a clearer view of oncoming traffic would not be removed.
- d) Meeting with Tim Collins, Bidwells – JB/JSills (attended by JB, JSills and the Clerk). JB had reported on this meeting earlier in the meeting, at which possible future developments in the Trimleys were discussed, as well as the possible warehousing facility at Innocence Farm. It had been agreed to meet again.

36/14 Correspondence – items have been circulated as listed in each section, or below, or will be available for inspection at the meeting:

- a) Bus Time Tables and Operator Updates
b) McColls letter re removal of second bin sent – **ACTION:** Clerk to follow up as no response received.

- c) Felixstowe Futures Workshop – JB explained the background and that although the Trimleys had been attending, it was now dominated by Felixstowe events and matters, and that they are not interested in the Trimleys. JB felt we had got no value from the two donations we had been made even though either he or JSills had always attended the meetings. JB will attend the planned workshop and report back on our possible future, or exit.
- d) Boundary Commission Electoral Review Letter (Poster displayed on noticeboard by Clerk). JB reported that our number of ward councillors will drop from 3 to 2.
- e) Request to sponsor roundabout in exchange for advertising – JB explained the history of the PC paying for the upkeep of the roundabout. There was a discussion amongst members about the cost. It was decided to keep the roundabout under direct PC control with no advertising. Proposer BE, Seconder JG. There was a show of hands and all were in agreement.
ACTION: Clerk to contact the potential sponsor to decline the offer.

37/14 Information Circulars – the following items have been circulated by e-mail, or will be available for inspection at the meeting:

- a) Environment, Landscape and Archaeology Report (Aug 2013) – Deben Estuary Partnership

38/14 Finance

- a) Cheques presented for signing and approved as follows:

Current Account				Running Total	
10/02/2014	INC	Ch	SCC Locality Funding	£800.00	£14,531.61
26/02/2014	INC	Ch	Alfred Williams Charitable Trust	£500.00	£15,031.61
04/03/2014	100137		K Coutts Feb pay	£780.38	£14,251.23
04/03/2014	100138		K Coutts Feb expenses - includes phone	£61.64	£14,189.59
04/03/2014	100139		B Dunningham - Feb Bus Shelters	£54.00	£14,135.59
04/03/2014	100140		HMRC Month 11	£176.90	£13,958.69
04/03/2014	100141		East Anglian Air Ambulance Donation	£50.00	£13,908.69
04/03/2014	100142		SARS Donation	£50.00	£13,858.69
05/03/2014	INC	Ch	Ipswich County Court (Rent Payment on A/C)	£20.00	£13,878.69
06/03/2014	INC	Cr	Aviva Insurance Claim	£36,559.39	£50,438.08
06/03/2014	100143		Inviron (strip out)	£28,267.67	£22,170.41
06/03/2014	100144		Concertus - Survey work	£20,448.00	£1,722.41
04/03/2014	100145		Trimley Methodist Hall (booking)	£27.50	£1,694.91

NB:

Ch Number 143 £28,267.67 Invoice for Inviron (strip out fire damage) – Sign and await Aviva advance before sending (VAT reclaimable) NB subsequently sent as the advance had been received

Ch Number 144 £20,448 Invoice for Concertus (Building Surveys) – Sign and await Aviva advance before sending (VAT reclaimable) NB subsequently sent as the advance had been received and the account status updated as shown above.

Aviva will be making 'staged' advances and the Clerk will settle the contractors' invoices – the VAT element is reclaimable.

Deposit Account				Running Total	
23/02/2014	INT		Bank Interest	£0.52	£11,010.91

39/14 Planning – (Bob agreed to join The Planning Committee)

New Applications

Reference	DC/14/0315/FUL
Address	137 Kirton Road Trimley St Martin Suffolk IP11 0QL
Proposal	Garage and workshop side extension with attic store above
Status	Pending Consideration
PC Planning Committee	No Objections

Previous Applications:

Reference	DC/14/0058/HDG
Address	Capel Hall Capel Hall Lane Trimley St Martin Suffolk IP11 ORB
Proposal	Hedges either side of the access drive to Capel Hall have been overtaken by [now mature] ivy leading to gaps and loss of structure. Historically these hedges have been heavily trimmed on an annual basis and the associated lime trees [less than 40 years old] have been pollarded annually. The hedges do not make a positive contribution to the landscape and are considered to be of low wildlife value. Capel Hall been purchased by Matthew Rampton in the past year. Fiona Wells is advising on conservation on the farm. A management plan for the existing woodland is in preparation. 7.5ha of new woodland is currently being planted under a Forestry Commission Woodland Creation Scheme. As part of the landscaping proposals for the farm, the drive side hedges will be removed and alternate lime thinned [felling licence applied for] to give those retained more space to develop better crowns. this will create a more formal avenue approach to the Hall. Undergrounding of overhead wires is being explored with the utility company.
Status	Pending Consideration
PC Planning Committee	Awaited
Reference	DC/13/3071/FUL
Address	40 Cavendish Road Trimley St Martin Suffolk IP11 ORR
Proposal	Proposed detached chalet style bungalow on land Adjacent 40 Cavendish Road
Status	Pending Consideration (amended plan received and passed to JS-our objection stands)
PC Planning Committee	Object
Status	Granted
Reference	DC/13/3120/AGO
Address	Land West Of Hams Farmhouse Back Road Trimley St Martin Suffolk
Proposal	Reservoir to be used for storing water abstracted during winter months and used for spray irrigation during summer.
Status	The local planning authority has deemed it necessary to require further information with regard to the siting, external appearance and archaeological effects of the development – work carried out, await results
Reference	DC/13/3300/CLE
Address	Old Poultry Farm High Road Trimley St Martin Suffolk IP11 ORG
Proposal	Application for a lawful development certificate for an existing use; occupation of bungalow and its associated curtilage in breach of agricultural occupancy restriction (Condition 2 appeal decision APP/2034A/A/86191 dated 10/03/1965).

PC Planning Committee	Objected
Status	Understand by the Clerk to have been refused – not yet received SCDC confirmation.

Other: None

40/14 Street Lighting – report of any defective lights.

- a) Street Light outside No. 55 Grimston Lane still missing – updated – BE liaising with residents and SCC Mike Ashton, SCC over where to reposition the light.

41/14 Highways and Footpaths – Actions from previous meetings all undertaken

- a) FP32/33 obstructed by a fallen tree – reported between meetings by the Clerk
- b) Destroyed Grass Verge – High Road/corner of Howlett Way - reported between meetings by the Clerk
- c) Footpath to Seamark Nunn – still tree branches piled up beside the bus shelter and also the footpath is becoming narrower (bank need to be moved back). ACTION: Clerk to follow up as this had already been reported

42/14 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

43/14 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

44/14 Dates of any other meetings, or community events members or the Clerk may wish to draw to the attention of the members:

- a) SNT Tasking Meeting 1 April, 2pm at Trimley Sports and Social Club

45/14 Date of next Parish Council Meeting – (PLEASE NOTE EARLIER START TIME DUE TO APM) 7pm Tuesday 1 April 2014 at The Trimley St Martin Methodist Church Hall

There being no other business, the meeting closed at: 21.10

Signed.....

Dated.....