

You are hereby summoned to attend the Meeting of Trimley St Martin Parish Council to be held at the Trimley St Martin Memorial Hall on Tuesday 7 November 2017 at 7.30 p.m. The agenda is set out below.

Caroline Ley, Parish Clerk
1 November 2017

1. **To receive apologies for absence**
2. **To receive declarations of interest**
For councillors to declare any interests in matters on the agenda.
3. **To receive and determine requests for dispensations**
To receive and determine requests from Councillors for dispensations enabling them to speak, or speak and vote, on matters on which they have a pecuniary interest
4. **To approve the minutes of the meeting held on 3 October 2017**
5. **Public Forum**
Residents are warmly welcomed and invited to give their views at this stage of the proceedings and to question the Parish Council on issues on the agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may stay to observe, but may not take part in the Parish Council meeting that follows.
 - County and District Councillor Reports
 - Public Question Time
6. **To consider an application by Mrs Elizabeth D'Arville to be co-opted to fill a vacancy on 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
8. **Public Enquiry into the Network Rail (Felixstowe Branch Line Improvements – Level Crossing Closure) Order**
To decide on the way forward in relation to arriving at an agreed Statement of Common Ground for the purposes of the Inquiry
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). Links to the documents are on the website.**
10. **To consider whether to give further consideration to the option of drawing up a neighbourhood plan.**
11. **To note the arrangements for the Act of Remembrance which will 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.**
12. **To note that funds remain in the SDCDC sports budget for this parish and to consider options to explore how this might best be used for the benefit of local residents**
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.**
14. **To receive an update on the position on the provision of seating at the Grimston Lane bus-stop.**

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

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.

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

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

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

Details of spend against budget are recorded below as is the up to date reconciliation.

ITEM	Proposed Budget 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

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

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.

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

23. Close