

Minutes of the Meeting of Trimley St Martin Parish Council held at the Trimley St Martin Memorial Hall on Tuesday 3 April 2018 at 7.00 p.m.

Present; Cllrs Barker, Clarke, D'Arville, Garrett, Owen, Parker, Rodwell and Smart

Also present: County Councillor Bird, District Councillor Harding and seventeen members of the public including invited representatives from Pigeon Investments, Flagship Housing, Network Rail and Volker Fitzpatrick

1. To elect a Chairperson for the Council following the resignation of Councillor Sills

Councillor Parker was elected unopposed to the role of chairman.

2. To receive apologies for absence

There were no apologies for absence

3. To receive declarations of interest

There were no declarations of interest.

4. To receive and determine requests for dispensations

There were no requests from Councillors for dispensations enabling them to speak, or speak and vote, on matters on which they had a pecuniary interest

5. To approve the minutes of the meeting held on 6 March 2018

An amendment to the minutes of the meeting held on 6 March 2018 was approved to include the powers under which payments listed at item 19 had been made. The minutes were then approved and signed as a true record.

6. Public Forum

- I. Rob Snowling of Pigeon Investments and Mark Williams of Flagship Housing Association reported on the current position in relation to plans for a housing development on land at High Road, (ref DC/16/1919/FUL). Full planning permission had been granted for the development some time ago, but some minor changes to the agreed layout were now proposed and these were explained. The changes would be put forward to Suffolk Coastal District Council for approval. It was intended that building would start early in 2019. Mr Snowling and Mr Williams answered questions from councillors and residents about the proposals with particular reference to concerns about congestion and road safety both during and after the construction phase.
- II. Joe Smith of Network Rail and Chris Ball of Volker Fitzpatrick explained the purpose of the project to dual a 1.4 kilometre section of the railway line. The first job would be to prepare the foundation for the new track. It would be necessary to both remove and bring a considerable amount of material to the site, but, as far as was possible, trains would be used to complete this task. The replacement of the existing half-barriers at level crossings was included within the project along with the installation of obstacle detection technology. A separate project was going on to improve a stretch of the track and this involved a high output ballast cleaning machine which would necessitate some night-time weekend closure of the crossings at Thorpe Lane and Morston Hall. There would be periods when residents would need to allow extra time during periods of closure as delays of up to thirty minutes were possible when the train was positioned over the crossing. The emergency services had been made aware of the situation and would have access to a special telephone number to call ahead should they need to cross in order to arrange for the crossing to be cleared. Network Rail were looking at the possibility of seeking permission to enable temporary use of the field track between Thorpe Lane and Morston Hall. It was recognised that noise from the construction compound could be a nuisance to local residents. Every effort was made to keep noise to a minimum, the current construction phases were likely to be the noisiest and some stabilisation could be expected with two weeks. The local site manager reported that he would arrange for rapid repair of any damage done to the roundabout as a result of traffic visiting the site. Updates on the scheme would be posted on noticeboards outside the compound.

- III. County Councillor Bird reported that on 4 April, along with three Parish Councillors, he would be meeting a representative of the Highways Department to look at long standing issues in the village.
- IV. District Councillor Harding introduced the Secretary of the Sports and Social Club who showed councillors the wording intended for inclusion on the sign notifying residents of the availability of the refurbished playground. Councillors did not object to the phrasing. The notice would be 2 ft square and would be positioned at the end of the footpath, visible from the Highway. A notice relating to public liability would be positioned next to the play area by the Sports and Social Club.

7. To note the resignation of Cllr Pither and the arrangements for handling vacancies

The resignation of Cllr Pither was noted. The statutory notices in relation to the resignations of Cllr Pither and Cllr Sills had been posted and a by-election would be held if ten electors sought an election by writing to the Returning Officer by the date specified on the relevant notice. If a by-election was not called it would then be open to the Parish Council to fill vacancies by co-option.

8. To receive feedback from the armistice working party on their progress towards making recommendations on the Parish Council's plans to mark the centenary of the armistice.

Cllr Clarke presented an update on the work of the armistice working party. Planters would be used to display poppies where there was no available border or plot in which they could be planted. The group was looking at arrangements for the display of posters recognizing all those soldiers whose names appeared on the war memorial. Consideration was also being given to the presentation of a wreath to be taken to the Menin Gate. Arrangements for the involvement of local schools had not yet been finalized. There was a possibility of creating a website to provide details of activities.

9. To receive an update on the cessation of the Christmas entertainment at Reeve Lodge

The Clerk provided an update on the position. The warden had been made aware of the decision to bring the Christmas party arrangement to an end, but no alternative arrangement had been suggested. It was understood that the sheltered service at Reeve Lodge had ended with effect from 31 March and the Clerk would seek more information on this.

10. To consider the appointment of a Data Protection Officer

Members considered the options for the appointment of a data protection officer and resolved to appoint the Local Council Public Advisory Service to undertake the role.

11. To agree on representation at a site meeting with Stuart Sneddon of Suffolk Coastal Norse at the Capel Hall Rd picnic site

It was agreed that members of the footpaths sub-committee would attend the meeting with Suffolk Norse. They would also give some consideration to publicising information on the route of the circular walks within the parish, one of which started from the picnic site.

12. To note that the next edition of the Parish Pump would be prepared for distribution in mid-April

It was noted that the next edition of the Parish Pump would be prepared for distribution in mid-April. Parish Council vacancies would be included in the topics covered as would the forthcoming annual parish meeting.

13. To note the completion of replanting of the beds on and around the roundabout.

The replanting of the beds on and around the roundabout, generously funded by Taylor Wimpey, had been completed. Damage to the perimeter attributable to traffic diverted through the village from the A14 would need to be repaired

14. To receive a financial statement to 25 March 2018

Bank statements and a full list of payments were available for inspection at the meeting, current balances were recorded in the reconciliation. It was noted that the total of payments for expenses associated with the Memorial Hall, for which the Parish Council in their capacity as Corporate Trustees had been billed, was recorded separately below the itemised budget. Expenditure for the year was below that budgeted for and It was noted that general expenditure was significantly below that planned. Councillor training which had been expected to be undertaken in 2017/18 would not

now be undertaken until 2018/19. The PC had used very little of the budget for grants and donations.

Reconciliation			
As at 31/03/17			
Deposit Account	£ 12,008.80		
Current Account	£ 23,269.96		
	£ 35,278.76	Unrepresented cheques	
Add Receipts to 25/03/2018	£ 32,553.10	300229	£ 195.00
Less Expenditure to 25/03/2018	£ 19,710.31		
Less Unrepresented Cheques	£195.00		£ 195.00
	£ 48,316.55		
Balance As at 25/03/2018			
Deposit Account	£ 14,989.01		
Current Account	£33,327.54		
	£ 48,316.55		

ITEM	Proposed Budget 2017/18	Spend to Date Net of VAT)	Percentage Spent
Clerk's Salary and expenses	£ 7,500	£ 8,552.36	114.0%
General Expenses	£ 1,800	£ 821.84	45.7%
Audit Fees	£ 600	£ 410.00	68.3%
Insurance	£ 433	£ 480.84	111.0%
Clerk Training	£ 350	£ 272.00	77.7%
Councillor Training	£ 600	£ 146.14	24.4%
Chairman's Allowance	£ 350	£ 350.00	100.0%
Subscriptions	£ 750	£ 755.19	100.7%
Grants/Donations/Sec 137	£ 750	£ 150.00	20.0%
Bus Shelter Cleaning	£ 800	£ 648.00	81.0%
Flower Beds & Roundabout	£ 1,500	£ 1,154.61	77.0%
Parish Pump	£ 450	£ 453.00	100.7%
Memorial Hall Corporate Trustees	£ 3,145	£ 2,750.00	87.4%
TOTAL	£ 19,028	£ 16,943.98	
Notes			
Expenditure incurred on behalf of Corp Trustees & billed to them (net of VAT): 1967.75			
INCOME			
Bank Interest	£ 5		
Grant Funding	£ -		
TOTAL	£ 5		
NET REQUIREMENT	£ 19,023		

15. To Approve the Following Payments

The following payments were approved.

Date	No	Name	In respect of	Amount	Power
03 04 2018	300237	C Ley	Clerk's salary	531.29	LGA1972 s112
03 04 2018	300238	Revenue & Customs	Tax on clerk's salary	102.00	LGA1972 s112
03 04 2018	300239	C Ley	Clerk's Expenses	40.60	LGA1972 s112
03 04 2018	300240	B Dunningham	Cleaning of Bus Shelter	54.00	LGA Misc Provs Act 1953 s4
03 04 2018	300241	Simon Jones Landscapes Invoice no 3418 & 3419 combined	Overhaul of planting roundabout and beds	£1206.00	Open Spaces Act 1906 ss9 - 10
03 04 2018	30242	Essex and Suffolk Pest Solutions	Control of moles on roundabout	216.00	Open Spaces Act 1906 ss9 - 10
03 04 2018	30243	The Trimley Memorial Hall	Hire of Hall for meetings	75.00	LGA 1972 s133

16. To consider the exclusion of the public in order to consider the award of contract for landscape maintenance of the Howlett Way roundabout and surrounding beds for the year to 31 March 2019

There being no member of the public remaining at this point no exclusion was required. The quotations were considered and it was agreed that the quotation submitted by Simon Jones Landscapes should be accepted.

17. Close

The meeting closed at 9.10