

Minutes of the Meeting of Trimley St Martin Parish Council held at the Trimley St Martin Memorial Hall on Tuesday 2 April 2019 at 7.00 p.m.

Present: Cllrs Clarke, D'Arville, Owen, Parker, Rastrick, Rodwell and Smart

Also present: County Councillor Bird, two members of the public and representatives of Network Rail and Volker Fitzpatrick

1. To Receive Apologies for Absence

Apologies for absence had been received from Cllrs Bozier and Southworth

2. To Receive Declarations of Interest

There were no declarations of interests in matters on the agenda.

3. 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

4. To Approve the Minutes of the Meeting Held on Tuesday 5 March 2019

The minutes of the meeting held on Tuesday 5 March 2019 were approved and signed as a true record

5. Presentation from Network Rail on the upgrade of four level crossings including two locally, Thorpe Lane and Morston Hall, as part of the Felixstowe Branch line project

Network Rail representatives provided an update on the progress of the project and explained that crossing closures would be needed in order to enable the installation of new level crossing gates and obstacle detection technology at Morston Hall and Thorpe Lane. Morston Hall crossing would close between 4 May and 28 May. Thorpe Lane crossing would close on 29 May and reopen on 17 June. There would also be subsequent lengthy closures of crossings at Levington and Westerfield. During the work the track would continue to operate except for a separate 36 hour closure at Trimley Station where some track replacement was required.

Neither vehicular nor pedestrian access would be possible when a crossing was closed. Access would be provided via the farm track. During the closure of Morston Hall level crossing drivers would use the track to travel to the Thorpe Lane crossing. During closure of the Thorpe Lane level crossing drivers would be able to use the track to access the crossing at Morston Hall. All journeys would be escorted, regardless of the time of day or night, and escorts would communicate to ensure that drivers travelling in opposite directions did not meet on the narrow track. A 10 mph speed limit would be imposed. At 10 mph it was said that the track could be traversed in 3 minutes. Both entrances to the track would be lit at night. In the event that an emergency vehicle needed to gain access while a vehicle was on the track, the escort would move other users to the side to give the emergency vehicle free passage.

Pedestrians would be able to use the Thorpe Common foot crossing during the closure and a path would be installed to facilitate this.

A letter would be going out to residents and there would be opportunities to discuss issues on an individual basis. A telephone number would be provided on the letter. Councillors and members of the public pointed out that the work would represent a major inconvenience to residents and that communication problems needed to be addressed. Earlier letters, which had been hand delivered, had not been distributed sufficiently widely – for example letters warning of overnight works had not been distributed to all the houses in Grimston Lane even though some of those left out were situated just yards from the line. Network Rail representatives undertook to improve communications and confirmed that on this occasion

they would be sending letters by post. Councillors emphasized the importance of ensuring that the closures, and the access arrangements, were made very clear in advance to all the agencies which were likely to need to know.

There would be some night-time noise from the works, but this was not expected to be particularly intrusive. Every effort would be made to keep noise to a minimum and overnight working would not take place on every night that the crossing closures were in operation.

6. Public Forum

County Councillor Bird reported on local matters. A new pedestrian crossing was in the process of being installed near Trimley St Mary primary school and new play equipment had been installed at Stennets playing field. The Local Authority Liason Committee meeting had taken place at the port where questions had been raised about Trinity's proposals for Innocence Farm.

7. To note the resignation of Councillor Carol Garrett

Members noted Cllr Garrett's resignation and asked that thanks should be recorded in the minutes for her many years of service to the community.

8. To receive an update on the noise problems arising out of the works being carried out by Volker Fitpatrick

This was not discussed further having been aired at item 5.

9. To note changes to Development Management at East Suffolk Council

Members noted that there would be changes in the way in which development management functions would be undertaken following the formation of East Suffolk Council. A summary of the East Suffolk Planning referral process was received and it was noted that training in planning matters would be offered to town and parish councils later in the year. extensions to the time allowed to respond to planning applications would no longer be given except in exceptional circumstances.

10. To receive an update on the following matters:

- a) Proposal for an additional noticeboard on the Kirton Road side of the footbridge**
- b) Professional services estimate for the installation of a pedestrian refuge outside the Memorial Hall**
- c) Cyclists dismount sign on the Old Kirton Rd side of the footbridge**
- d) Request to road safety team for a review of safety issues in the village and request for a Speedwatch visit**

a) The Clerk now had a licence from Suffolk County Council permitting the installation of a new board adjacent to the path leading to the footbridge on the Kirton Rd side. In addition confirmation had been obtained that planning permission would not be required. An order for the two noticeboards could now be placed. Cllr Bozier had previously mentioned the possibility that he might undertake the installation work on a voluntary basis, but if that was not possible then it was agreed that the clerk would place the work with a local tradesperson.

b) Suffolk County Council Highways had reported that work on the preparation of the professional services estimate was well under way and was likely to be completed during week commencing 8 April.

c) There had been no response from Suffolk County Council in relation to the purchase and installation of a 'cyclists dismount' sign on the Old Kirton Road side of the footbridge. It was agreed that the Clerk should be asked to inform SCC Highways that, in the absence of any objection, the Parish Council intended to purchase a sign which could then be fixed to an existing pole situated adjacent to the path.

- d) At the March meeting members had decided against accepting the offer of a volunteer to take on the job of carrying out the routine tasks associated with a Speed Indicator Device: changing the battery and rotating the device between locations. The Clerk reported that the volunteer had been in touch to express his disappointment with the decision which he hoped would be reviewed. Members agreed that speeding traffic was an ongoing problem in the village and one which they took very seriously. A request had been lodged with the Suffolk County Council Road Safety team for a review of road safety and speed issues in the parish. In addition, a request had been submitted to the police for a camera van to attend the High Rd and the Clerk had also asked for a speedwatch visit to the village.

11. To note the arrangements for the Annual Parish Meeting

Members noted that the Annual Parish Meeting would take place at the Methodist Hall on Wednesday 24 April at 7.30 pm. A flyer would be distributed to all addresses in the village giving information about the meeting.

12. To receive a financial statement to 25 March 2019.

Members received a financial statement as detailed below. As it had not yet been possible to complete the purchase of the two noticeboards final expenditure for the year was less than had been expected. A full record of payments and copies of bank statements was available for inspection at the meeting.

As at 31/03/18	
Deposit Account	£ 14,996.11
Current Account	£ 33,309.54
	<u>£ 48,305.65</u>
Less late presented cheque 300229 from 2017/18	£ 195.00
	<u>£ 48,110.65</u>
Add Receipts to 25/03/2019	41584.54
Total Available	£ 89,695.19
Less Expenditure to 25/03/2019	£ 34,033.79
	<u>£ 55,661.40</u>
Unpresented Cheques	
	£55,661.40
Balance As at 25/03/2019	
Deposit Account	£ 38,411.14
Current Account	£ 17,250.26
	<u>£ 55,661.40</u>
Note that the value of CIL held within current balances is 4038.82	

ITEM	Proposed Budget 2011/18/19	Spend to Date Net of VAT)	Recharge to corp Trustees	Spend less Recharge to Corp Trustees	Percentage Spent
Clerk's Salary and expenses	8,800.00	8,574.84	0.00	8,574.84	97.44
General Expenses	1,050.00	3,453.00	2,365.00	1,088.00	103.62
Audit Fees	800.00	420.00	0.00	420.00	52.50
Insurance	550.00	1,332.07	800.00	532.07	96.74
Clerk Training	500.00	77.00	0.00	77.00	15.40
Councillor Training	1,000.00	1,117.53	0.00	1,117.53	111.75
Chairman's Allowance	350.00	350.00	0.00	350.00	100.00
Subscriptions	800.00	781.00	0.00	781.00	97.63
Grants/Donations/Sec 137	500.00	500.00	0.00	500.00	100.00
Bus Shelter Cleaning	700.00	648.00	0.00	648.00	92.57
Flower Beds & Roundabout	2,250.00	2,313.43	215.00	2,098.43	93.26
Parish Pump	750.00	477.00	0.00	477.00	63.60
Memorial Hall Corporate Trustees	2,000.00	3,500.00	0.00	3,500.00	175.00
Appt of Data Protection Officer	300.00	150.00	0.00	150.00	50.00
Centenary of Armistice	500.00	281.42	0.00	281.42	56.28
Total	20,850.00	23,975.29	3,380.00	20,595.29	98.78
Unbudgetted item - prof services est*		7,334.62			
Total Exp		31,309.91			
Notes					

13. To Approve the Following Payments

The following payments were approved

Date	No	Name	In respect of	Amount	Power
02/04/2019	340	C Ley	Clerk's salary	827.92	LGA1972 s112
02/04/2019	341	Revenue & customs	Tax & NI	282.88	LGA1972 s112
02/04/2019	342	C Ley	Clerk's expenses	41.30	LGA1972 s112
02/04/2019	343	B Dunningham	Bus shelter cleaning	54.00	LGA Misc Provs Act 1953 s4
02/04/2019	344	Trevor Burgess	Grounds maintenance	115.00	LGA 1972 s133
02/04/2019	345	Memorial Hall Committee	Hire of Hall	78.00	LGA1972 s133
02/04/2019	346	Suffolk coastal Norse	waste bin	270.00	Litter Act 1983 ss5,6

14. Close

The meeting closed at 8.30 p.m.