

**Minutes of the Meeting of Trimley St Martin Parish Council held at the Trimley St Martin Memorial Hall on Tuesday 3 December 2019 at 7.45 p.m.**

**Present: Cllrs Anderson; Parker; D'arville; Owen; Rastrick; Rodwell; Southworth and Smart**

**Also present: County Councillor Bird and four members of the public**

**1. To Receive Apologies for Absence**

Apologies had been received from District Cllr Allen who was unable to deliver a report in person. A report from District Cllr Kerry had been circulated prior to the meeting.

**2. To Receive Declarations of Interest**

There were no declarations of interest 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 in which they had a pecuniary interest

**4. To Approve the Minutes of the Meetings Held on 5<sup>th</sup> November 2019**

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

**5. Public Forum**

Cllr Bird reported on the ongoing arrangements for the Boundary Commission consultation.

**6. To consider comments on planning application DC/19/4489/FUL: Proposed extension to detached garage at 380 High Rd**

Members considered the application and concluded that they had no comment to make.

**7. To consider whether to join with Trimley St Mary PC in the event that they resolve to pursue a campaign for either or both options (a) and (b) below:**

**a) full fencing along the slip road carrying westbound traffic from the A14, and**

**b) full fencing along the A14 as it passes through the villages.**

Members considered the issue and concluded that further information should be sought from Trimley St Mary Parish Council, namely :a clear statement of what it was hoped to achieve by fencing; statistics on the number of accidents which had occurred over the last decade as a result of animals straying onto the road in each of the two locations, and details of the type of fencing proposed and estimated costs?

**8. To receive an update on other highways issues**

The Clerk reported that a first instalment of £9,225 had been received from the East Suffolk Play and Sport fund and that this would be to cover the first instalment (less VAT) due to Highways in respect of the new, High Rd pedestrian refuge. Once the safety audit and commercial checks had been completed a start date would be provided.

Highways had yet to provide information on the cost of a mantelpiece speed sign to be positioned at the approach to the village for southbound traffic.

No information had been provided on the arrangements for the cleaning of those bus shelters owned by the local authority, but the impression was that cleaning was rarely if ever carried out. As the arrangement for cleaning of the two shelters owned by the Parish Council would come to an end at the end of the year members agreed that the waste bins currently located inside the shelters should be removed and replaced or relocated outside the shelters where they could be emptied along with other bins.

It was reported that a replacement bus timetable was in place at the bus stop near to the Flagship development site.

**9. To receive an update on arrangements for a CPR and defibrillator training session for local people**

A training session with 20 places had been arranged for 25 February at 7pm. Details would be provided in the Parish Pump and residents would be invited to contact the Clerk in order to secure a place. If the event was oversubscribed another session would be arranged.

**10. To consider, in accordance with the Parish Council's Grants and Donations Policy, providing assistance to:  
British Heart Foundation (BHF)  
East Anglian Children's Hospice (EACH)**

Members agreed to donate £200 each to the BHF and EACH. It was agreed that the opportunity to apply for assistance in accordance with the Grants and Donations Policy would be drawn to the attention of residents through the Parish Pump and that this would be done in time for applications to be submitted for consideration at the June meeting.

**11. To identify topics for the January edition of the Parish Pump**

Members identified the following topics for inclusion in the Parish Pump:

- CPR/Defibrillator training
- Flagship development
- Pedestrian Refuge
- Highways criteria for repairing potholes
- Considerate parking
- Speedwatch
- Screening of the railway footbridge
- Pantomime

**12. To note the possibility of Trimley St Martin benefitting from the Fit Village initiative and decide:**

- a. **Whether to take on the Community Activator task or to seek a community volunteer to carry the project forward.**
- b. **Whether to express a preference on the question of an initiative for Trimley St Martin alone or for a joint arrangement with Trimley St Mary.**

Members discussed the matter and resolved that more information was needed on the initiative and that there could be value in holding a public meeting so that Active Suffolk could provide details of the scheme.

**13. To consider whether to express an interest in pursuing the designation of Grimston Lane as a quiet lane.**

Members considered the proposal and resolved that it would be more appropriate to seek a designation for Thorpe Lane rather than Grimston Lane. The Clerk would inform Quiet Lanes Suffolk of the interest that had been expressed and seek guidance from East Suffolk District Council on whether or not Play & Sport funds could be used to cover the cost of the designation or, if not, whether CIL funds could be applied to the purpose. Members noted that Quiet Lanes Suffolk were seeking to negotiate with Suffolk County Council Highways in the hope that the cost of designation could be reduced by means of batch applications. Quiet Lanes Suffolk had indicated that public consultation would be required and information on what was required had been sought by the Clerk.

**14. To note the position on the development of the site between Mill Lane and Seamark Nunn following the Planning Committee meeting on 13 November**

It was expected that work would begin on site by March of 2020. Details had been included in the minutes of the Planning Committee meeting which had taken place on 13 November. The minutes were available on the Parish Council website. Members noted that the Project Manager who had attended the 13 November meeting would be leaving the organisation in February. The Allotments Committee would contact Flagship to confirm the access arrangements which they had agreed at an onsite meeting.

**15. To note the views expressed by neighbouring parishes on the question of a sharing arrangement for funding a PCSO and to decide whether to investigate further.**

Consultation with neighbouring parishes had elicited no interest in contributing to a sharing arrangement. Members agreed that without a sharing arrangement across several parishes it would not be possible to afford to cover the cost of a PCSO.

Cllr Southworth left the meeting

**16. To agree the budget and precept for 2020/2021**

Members discussed the draft budget and agreed itemized expenditure totaling £27775 plus a contribution towards the restoration of the general reserve. In the light of item 13, further information would be required before the precept demand could be finalized. The matter would be reviewed at the January meeting.

**17. To Receive a Financial Statement to 25<sup>th</sup> November 2019. Bank statements will be available for inspection at the meeting.**

Members received a financial statement to 25 November including details of the reconciliation and the outturn against budget. Since 25 October there had been two receipts: a payment of CIL totaling £685.70 and two payments, each of £131.35, from Kirton & Falkenham Parish Council and Trimley St Mary Parish Council by way of a contribution to the cost of the clerk's work for the Cross Boundary Parish Council Group.

<b>Reconciliation</b>				
<b>As at 31/03/19</b>				
Deposit Account	£ 38,431.63			
Current Account	£ 17,232.26			
	<b>£ 55,663.89</b>			
	<b>£ 55,663.89</b>			
Add Receipts to 25/10//2019	42,933.14			
Total Available	£98,597.03			
Less Expenditure to 25/10/2019	£ 32,429.90			
	£ 66,167.13			
<u>Unpresented Cheques</u>	<u>£27.50</u>			
	£66,194.63			
<b>Balance As at 25/11/2019</b>				
Deposit Account	£ 38,508.75			
Current Account	£ 27,685.88			
	<b>£ 66,194.63</b>			

Note that the value of CIL held within current balances is £12308.97

A	B	C	D	E	F
ITEM	Proposed Budget 2019/20	Spend to Date Net of VAT)	Recharge to corp Trustees	Spend less Recharge to Corp Trustees	Percentage Spent
Clerk's Salary and expenses	9,000.00	7,451.76			82.80
General Expenses	2,000.00	3,133.04			156.65
Audit Fees	800.00	465.00			58.13
Insurance	800.00	1,268.52			158.57
Clerk Training	500.00				0.00
Councillor Training	1,200.00	65.50			5.46
Chairman's Allowance	350.00	350.00			100.00
Subscriptions	800.00	786.25			98.28
Grants/Donations/Sec 137	1,500.00	534.00			35.60
Bus Shelter Cleaning	700.00	378.00			54.00
Flower Beds & Roundabout	3,000.00	880.00			29.33
Parish Pump	750.00	289.00			38.53
Memorial Hall Corporate Trustees	2,000.00	2,000.00			100.00
Appt of Data Protection Officer	300.00				0.00
Election 2019	1,500.00	87.04			5.80
Neighbourhood Plan	3,000.00	145.00			4.83
Computer Equipment	1,000.00				0.00
unbudgetted- Local Plan Prof Rep	0.00	12,913.05			#DIV/0!
<b>Total</b>	<b>29,200.00</b>	<b>30,746.16</b>	<b>0.00</b>	<b>0.00</b>	<b>105.30</b>

**18. To Approve the Following Payments:**  
**The following payments were approved:**

Date	No	Name	In respect of	Amount	Power
03/12/19		C Ley	Clerk's salary	573.85	LGA1972 s112
03/12/19		Revenue & Customs	Tax/NI	100.20	LGA1972 s112
03/12/19		C Ley	Clerk's expenses	52.68	LGA1972 s112
03/12/19		B Dunningham	Bus shelter cleaning	54.00	LGA Misc Provs Act 1953 s4
03/12/19		Suffolk County Council	Construction of pedestrian refuge – 50% advance payment	11,000	Local Government and Rating Act 1997, s 30
03/12/19		Suffolk Coastal Norse	Supply and installation of fido bin	234.00	Litter Act 1983 5.6
03/12/19		T Burgess	Grounds Maintenance	135.00	LGA 1972 s132

**19. Items for consideration of inclusion on the January agenda**  
 No additional items were identified at this point.

**20. Close**  
 The meeting closed at 21.36