

A Meeting of Trimley St Martin Parish Council will be held at the Trimley St Martin Methodist Hall on Tuesday 5 June 2018 at 7.30 p.m. The agenda is set out below.

- 1. To receive apologies for absence**
- 2. To receive declarations of interests**
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 1 May 2018**
- 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 applications from Angela Butler and Paul Rastrick to be co-opted to fill vacancies on the Parish Council**
- 7. To note the completion of the internal audit, consider the recommendations, agree accounts for 2017-2018 and to receive, agree and sign the Annual return for 2017-2018**
 - A. To note the completion of the internal audit and consider the recommendations**
To note the completion of the Internal Audit, consider the recommendations and consider amendment of the asset register to correct the value of dog and litter bins from £1295 to £1725. This allows for the inclusion of dog bins valued at £430 purchased in 2016 and included in the register as at 31 March 2016 but inadvertently omitted from the asset register thereafter.
 - B. To agree the accounts for 2017-18 and agree the transfer to earmarked reserves as previously agreed during the budget setting**
To agree the accounts for 2017-18 and agree the transfer to earmarked reserves as previously agreed during the budget setting.
 - C To agree the governance statements on the Annual Return**
 - D. To receive, agree and sign the Annual Return for 2017-18**
- 8. To consider the findings and recommendations arising out of an investigation by the Deputy Monitoring Officer for Suffolk Coastal District Council into a Code of Conduct Complaint made in April 2016 against nine councillors serving at that time.**
- 9. To consider a response to a request from Felixstowe and District Council for Sport and Recreation for support in their endeavours to secure agreement of Suffolk Coastal District Council for the inclusion of a 50m swimming pool in plans for a new Felixstowe leisure facility.**
- 10. To consider seeking a Professional Services estimate from SCC Highways for a pedestrian refuge to be situated on the High Rd, near to the junction with St Martin's Green**
- 11. To comment on planning application DC/18/2130/VOC**

Under DC/16/1919/FUL permission was granted by the Planning Authority for the construction of 69 homes on land between the High Rd and the allotments. The current application seeks approval to alterations to the layout of the site and the design of the affordable bungalows and houses.

12. To note two developments in relation to the diversions put in place when works are undertaken on the A14

- a. Highways England Spatial Planning Team will soon be looking at all diversion routes within the Eastern Region and have been asked by their colleagues in the East of England to look at Suffolk as a priority due to concerns raised by those affected by the diversions. The Parish Council has been identified as a stakeholder to be consulted when works are planned locally.
- b. To note that further works are planned during August and September. The Chairman, Deputy and Clerk will be attending a stakeholders meeting on 21 June to find out more.

13. To agree changes to the list of signatories to the Parish Council bank account

14. To consider whether to seek a copy of any available data collected as a result of the monitoring cables installed along Howlett Way.

Data collected by SCC Highways can be purchased at a cost of £40 plus VAT for each data set. Note that volume and speed are separate data sets

15. To consider approval in principle, and subject to SCC Highways' agreement, of a small sign acknowledging the role of Taylor Wimpey in funding the overhaul of the roundabout and beds following deterioration during the construction of Cavendish Grove

16. To consider the purchase of a laptop computer for the use of the Chairman solely in relation to parish council business. The machine would be for the use of the elected holder of the office, and, on the occasion of change, would pass to the newly elected Chairman.

17. To consider, in accordance with the Council's Grants and Donations Policy, requests for donations from:

- a) Disability Advice Service (East Suffolk)
- b) East Anglian Children's Hospice

18. To Receive a Financial Statement to 25th May 2018. Bank statements will be available for inspection at the meeting.

Note receipts during April & May as follows:

27 04 2018	SCDC	Precept 1st Instalments	14,125.00
04 05 2018	HMRC	VAT refund	565.47

Reconciliation to 25 May

Reconciliation			
As at 31/03/18			
Deposit Account	£ 14,996.11		
Current Account	£ 33,309.54		
	£ 48,305.65	Unpresented cheques	
Add Receipts to 25/05/2018	£ 14,690.47		
Less Expenditure to 25/05/2018	£ 4,687.45		
Less cheque 300229 - delayed presentation	£ 195.00		
Less Unpresented Cheques			£ -
	£ 58,113.67		
Balance As at 25/04/2018			
Deposit Account	£ 14,996.11		
Current Account	£ 43,117.56		
	£ 58,113.67		

Spend Against Budget to 25 May

ITEM	Proposed Budget 2018/19	Spend to Date Net of VAT)	Percentage Spent
Clerk's Salary and expenses	8,800.00	1,367.45	15.54
General Expenses	1,800.00	75.00	4.17
Audit Fees	800.00	745.00	93.13
Insurance	550.00		0.00
Clerk Training	500.00		0.00
Councillor Training	500.00		0.00
Chairman's Allowance	350.00	350.00	100.00
Subscriptions	800.00		0.00
Grants/Donations/Sec 137	500.00		0.00
Bus Shelter Cleaning	700.00	108.00	15.43
Flower Beds & Roundabout	1,500.00	1,468.33	97.89
Parish Pump	750.00	130.00	17.33
Memorial Hall Corporate Trustees	2,000.00		0.00
Appt of Data Protection Officer	800.00	150.00	18.75
Centenary of Armistice	500.00		0.00
Total	20,850.00	4,393.78	

19. To Approve the Following Payments

Note that in November 2017 the Parish Council determined that the Clerk should be paid on point 19 of the scale agreed by the National Joint Council for Local Government Services (NJC) , the payment to the Clerk includes the increased rates agreed by the NJC for implementation from 1 April 2018.

Date	No	Name	In respect of	Amount
05/06/2018		C Ley	Clerk's salary	566.41
05/06/2018		Revenue & customs	Tax & NI	114.20
05/06/2018		C Ley	Expenses for April and May (no claim submitted last month)	131.63
05/06/2018		B Dunningham	Bus shelter cleaning	54.00
05/06/2018		SALC	Internal Audit fee	264.00
05/06/2018		C Garrett	Repayment of amount spent on paint and ties for armistice day centenary	10.00

20. Close