

A Meeting of Trimley St Martin Parish Council will be held at the Trimley St Martin Memorial Hall on Tuesday 5 March 2019 at 7.30 p.m. The agenda is set out below.

**Caroline Ley, Parish Clerk
28 February 2019**

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 Tuesday 5 February 2019

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 receive an update from the Neighbourhood Plan Task and Finish Group and to consider a recommendation from the group for a community event to be held in conjunction with the Communities Team of Suffolk Coastal District Council.

7. To consider a request from a local trader to locate a gourmet sausage van on the Memorial Hall car park on an occasional basis – approximately once a month.

**8. a) To consider providing an additional Topsey waste bin for public use at a cost of £225 + vat (including installation)
and, subject to agreement on 'a' above:
b) to decide on an appropriate location to submit to Suffolk Norse for final approval**

9. To conduct a review of the Council's governance risks.

10. To conduct a review of internal controls.

11. To review the Parish Council's revised asset register.

12. To note that the Parish Council representations on the final draft of the Local Plan have been submitted to Suffolk Coastal District Council.

13. To note that the Annual Parish Meeting will be held at 7.30 p.m. on Tuesday 23 April.

14. To note the footpath diversions which will be in place on completion of the Felixstowe Branchline works.

15. To receive an update on Highways issues.

16. To consider an offer made by a local resident to take on responsibility for changing the battery of a portable SID and to shift the SID between predetermined locations at regular intervals in the light of the health and safety requirements laid down by Suffolk County Council and the necessary insurance arrangements.

17. To consider adopting a volunteer policy.

18. To consider a claim from the Clerk for 15 hours overtime to cover additional work undertaken in relation to the representations of the parish council and the cross boundary parish council group on the final draft local plan.

19. To receive a financial statement to 25 February 2019.

A full record of payments and copies of bank statements will be 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 25/02//2019	41584.54	
Total Available	£ 89,695.19	
Less Expenditure to 25/01/2019	£ 33,230.26	
	<u>£ 56,464.93</u>	
Unpresented Cheques		
	<u>£56,464.93</u>	
Balance As at 25/01/2019		
Deposit Account	£ 18,411.14	
Current Account	£ 38,053.79	
	<u>£ 56,464.93</u>	
Note that the value of CIL held within current balances is 4038.82		

ITEM	Proposed Budget 20118/19	Spend to Date Net of VAT)	Recharge to corp Trustees	Spend - Recharge to Corp Trustees	Percentage Spent
Clerk's Salary and expenses	8,800.00	7,872.47	0.00	7,872.47	89.46
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	1,064.54	0.00	1,064.54	106.45
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	584.00	0.00	584.00	83.43
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	23,155.93	3,380.00	19,775.93	94.85
Unbudgetted item - prof services est*		7,334.62			
Total Exp		30,490.55			
Notes					
Professional services estimate covered by grant from SCDC					

20. To Approve the Following Payments

Date	No	Name	In respect of	Amount	Power
05/03/2019	335	C Ley	Clerk's salary	547.55	LGA1972 s112
05/03/2019	336	Revenue & customs	Tax	109.40	LGA1972 s112
05/03/2019	337	C Ley	Clerk's expenses	39.59	LGA1972 s112
05/03/2019	338	B Dunningham	Bus shelter cleaning	54.00	LGA Misc Provs Act 1953 s4

21. Items for consideration of inclusion on next agenda

22. Close