

The Annual Meeting of Trimley St Martin Parish Council will be held at the Trimley St Martin Memorial Hall on Tuesday 7 May 2019 at 7.30 p.m. The agenda is set out below.

**Caroline Ley, Parish Clerk
01 May 2019**

- 1. To Elect a Chairman and a Vice-Chairman**
 - i. To elect a Chairman for the Council year 2019/20
 - ii To elect a Vice-Chairman for the Council year 2019/20
- 2. To receive apologies for absence**
- 3. To receive declarations of interest**

For councillors to declare any interests in matters on the agenda.
- 4. 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
- 5. To approve the minutes of the meeting held on 2 April 2019**
- 6. To receive a report from Jordan Last of Taylor Wimpey on their plans for the development of the land opposite the Hand in Hand**
- 7. 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
- 8. a) In the event that the Cross Boundary Parish Council Group determines that the group should seek professional advice or representation to support their case at the Local Plan Inspection Hearing, to consider whether the Parish Council wishes to contribute to the cost.**

If so:

b) To agree the limit of such a contribution.
- 9. To consider whether to consult the residents of St Martins Green and Meadow Close whose front doors face the green, to establish whether they would benefit from changes to signage to improve the ease with which their addresses can be found.**
- 10. To Review the Delegation Arrangements to and Terms of Reference for the Planning and Personnel Committees and Delegation Arrangements to the Clerk**
- 11. To Appoint Members to the Following Committees**
 - a) Planning Committee
 - b) Personnel Committee
 - c) Appeals Committee
- 12. To appoint councillors to act as link representatives with special interest in:**
 - a) School liaison (1)
 - b) Transport and highways issues (2)
 - c) Distribution of The Parish Pump (1)
- 13. To appoint members to the following working parties**
 - a) footpath, river, tree and hedgerow working group
 - b) neighbourhood plan advisory group

14. To Review the Council's Representatives on External Bodies and Arrangements for Reporting Back:

Memorial Hall Management Committee (2);
Poor's Charity Trustees (2)
Port of Felixstowe Local authority Liaison Committee (2)
Police ASB Group
Freight Quality Partnership group (1)
Innocence Farm Cross Boundary Parish Council Group (2)

15. To Review Standing Orders (revised) and Financial Regulations

16. To Review the Council's Subscriptions to Other Bodies

17. To note that copies of the General Data Protection Awareness Checklist for Councillors had been issued to individual councillors for completion

18. To consider a response to Natural England in relation to their proposals for salt marsh and mudflat exclusions

19. To consider a professional services estimate (if received) from Suffolk County Council for the creation of a pedestrian refuge near to the Memorial Hall

20. To receive information on advice provided by the Communities Team on matters being explored by the Neighbourhood Plan Advisory Group

21. To agree topics for inclusion in the next edition of the Parish Pump

22. To Determine the Time and Place of Ordinary Meetings of the Full Council up to and including the next Annual Meeting of the Full Council and note the arrangements for the June meeting.

24. To Approve the Following Payments

Note that on this occasion the Clerk's salary includes an additional one-off sum of £600 (3 x £200) being contributions by the Cross Boundary Parish Council Group members for additional administrative tasks undertaken to support the work of the group over the course of the last year

Date	No	Name	In respect of	Amount	Power
07 05 2019	348	C Ley	Clerk's salary	975.80	LGA1972 s112
07 05 2019	349	C Ley	Clerk's Expenses	94.44	LGA1972 s112
07 05 2019	350	Revenue & Customs	Tax on clerk's salary	355.39	LGA1972 s112
07 05 2019	351	B Dunningham	Cleaning of Bus Shelter	54.00	LGA Misc Provs Act 1953 s4
07 05 2019	352	SALC	Subscription for 2019/20	745.25	LGA 1972 s143
07 05 2019	353	Flyer Press	Printing	68.00	LGA1972 s142
07 05 2019	354	Trimley Methodist Church	Hire of hall	27.50	LGA 1972 s133
07 05 2019	355	Simon Jones Landscapes	Roundabout & beds	378.00	Highways Act 1980 s96

25. Items for consideration at next meeting

26. Close