

Minutes of the Meeting of Trimley St Martin Parish Council held at the Trimley St Martin Memorial Hall on Tuesday 5 November 2019 at 7.30 p.m.

1. To Receive Apologies for Absence

Apologies for absence had been received from Councillors Owen, Parker and Rastrick

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 on which they have a pecuniary interest

4. To Approve the Minutes of the Meetings Held on 1st October 2019

The minutes of the meeting held on 1 October 2019 were approved and signed as a true record.

5. Public Forum

County Councillor Bird reported on the County Council cabinet reshuffle which had taken place following the resignation of Richard Smith. Andrew Reid had taken on the Highways role from Mary Evans. The blocked drains in Thorpe Lane had now been dealt with, but sadly Highways were still saying that the potholes in Mill Lane did not yet meet their criteria for repair; it would be necessary to keep a watching brief and report again should the problem worsen. Councillor Bird had not yet received any response on the issue of the yellow lines at the Morston Hall Rd level crossing. In answer to a question about the possibility of adding additional street lights Cllr Bird explained that works of this sort would only be done at the expense of the Parish. Cllr Bird also commented on the Boundary Commission Review of Ward boundaries, and the view, in Felixstowe, that the Felixstowe North and Trimley boundary should remain unchanged.

There were no questions from Members of the Public.

6. To receive feedback on the analysis of the questionnaire completed by local residents and to consider recommendations made by the working party

Councillors received feedback on the main points arising from Cllr Rastrick's analysis of the questionnaire responses. Members agreed the recommendation of the Working Party to provide residents with a summary of the results together with some ideas about the options for further work; this would be included in the January edition of the Parish Pump.

7. To receive an update on highways issues

- The application for grant aid to cover the installation of a pedestrian refuge in the High Road near to the Memorial Hall had been approved. SCC Highways had been asked what they required in order to make a start on the project. A response to this question was awaited.
- The dog bin ordered by the Parish Council for installation on land to the south west of Alston Cottage had been installed.

- Cllr D'arville reported that the cleaning of the drains in Thorpe Lane, which had been mentioned by County Cllr Bird, had taken her several months to bring to a resolution. Initially some drains had been cleaned, but these were not the drains which she had identified as the cause of the problem. It had proved necessary to involve County Cllr Bird and the Cabinet Member for Highways before the correct drains were dealt with.

8. To decide on the arrangements for Christmas 2019

The Memorial Hall Management Committee had informed the Parish Council that they had arranged for the switching on of the Christmas lights to take place at 6.15 pm on Tuesday 3rd December. Following the lighting of the tree there would be carols, led by Trimley Saints Players, and refreshments in the Hall. In accordance with long standing tradition, the Parish Council would provide the Christmas tree. The Chairman would provide a contribution to the Trimley Saints Players from the chairman's allowance. The December Meeting of the Parish Council, scheduled to take place on the same evening, would start at 7.45pm.

9. To note the Boundary Commission consultation on the division boundaries for Suffolk County Council and to consider whether to submit representations

Members agreed that a comment should be made to point out that, in the light of future housing developments, it was expected that the population of the village would be likely to be significantly higher than the projected 2025 figure as shown in the consultation document.

10. To consider whether the Parish Council wishes to make arrangements for a CPR and defibrillator training session for local people

Members agreed that CPR and defibrillator training would be of benefit to the community. The Clerk had established that the British Heart Foundation would be able to arrange training with the generous assistance of Felixstowe First Responders. It was agreed that the Clerk would liaise with the BHF representative in order to settle on a date for the training to take place and that the event would then be advertised in the January issue of the Parish Pump

11. To note the position in relation to the provision of timetables at bus stops

Members noted that First Buses had decided to provide bus-stop timetables themselves as Suffolk County Council were no longer going to make provision.

12. To consider making observations on planning application DC/19/4060/FUL: Plot 3, 49 Grimston Lane: 3 Bedroom bungalow

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

13. To consider the appointment of SALC as Internal Auditors for 2019/2020

Members agreed to appoint SALC as Internal Auditors for 2019/2020

14. To consider whether the PC wishes to explore part funding a PCSO

Members discussed the possibility of part funding a PCSO and agreed that there would be some benefit in establishing whether there was any interest in a sharing arrangement within neighbouring parishes. The Clerk was asked to

contact the parishes of Trimley St Mary, Kirton & Falkenham, Levington & Stratton Hall and Bucklesham for more information.

15. To Receive a Financial Statement to 25th October 2019. Bank statements will be available for inspection at the meeting.

Members received a financial statement covering the current financial position and the outturn against budget. Bank statements and full details of payments made during the month were available for inspection. Receipts during the course of the month since the statement issued on 25 September were the second instalment of the precept (£15,500) and an interest payment of £38.79.

Reconciliation	
As at 31/03/19	
Deposit Account	£ 38,431.63
Current Account	£ 17,232.26
	£ 55,663.89
	£ 55,663.89
Add Receipts to 25/10//2019	41,984.74
Total Available	£97,648.63
Less Expenditure to 25/10/2019	£ 29,130.12
	£ 68,518.51
Unpresented Cheques	
	£68,518.51
Balance As at 25/10/2019	
Deposit Account	£ 38,508.75
Current Account	£ 30,009.76
	£ 68,518.51

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	6,267.48			69.64
General Expenses	2,000.00	3,105.54			155.28
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	500.00			33.33
Bus Shelter Cleaning	700.00	324.00			46.29
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				0.00
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!
Total	29,200.00	27,446.38	0.00	0.00	93.99

16. To Approve the Following Payments

Members approved the following payments:

Date	Name	In respect of	Amount	Power
05/11/19	C Ley	Clerk's salary (includes additional hrs pay't approved in October)	847.22	LGA1972 s112
05/11/19	Revenue & customs	Tax/NI	269.07	LGA1972 s112
05/11/19	C Ley	Clerk's expenses (inc wreaths)	101.99	LGA1972 s112
05/11/19	B Dunningham	Bus shelter cleaning	54.00	LGA Misc Provs Act 1953 s4
05/11/19	Trimley Methodist Church	Room Hire	27.50	LGA1972 s112
05/11/19	Corporate Trustees	Funds Transfer	2,000	LGA1972 s133

17. Items for consideration of inclusion on the December agenda

The following items were identified for discussion in December:

- Feedback from the Planning Meeting scheduled for 13 November
- Consideration of the draft budget for 2020/21

18. Close

The meeting closed at 9.00 pm.