

**The June Meeting of Trimley St Martin Parish Council is to be held at Trimley Memorial Hall on Tuesday 6<sup>th</sup> June 2023 at 7.30pm. The agenda is set out below.**

**Carly Small, Parish Clerk**

**01 06 2023**

- 1. To receive apologies for absence**
- 2. For any councillors not present at May meeting to sign the Declaration of Acceptance**
- 3. For councillors to declare any interests in matters on the agenda**
- 4. 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**  
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- 5. To approve the minutes of the meeting held on 16<sup>th</sup> May 2023**
- 6. Public Forum including County and District Councillor Reports and Public Question Time**  
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.
- 7. To give thanks to Cllr Stuart Bird for his support**
- 8. To review the Internet Banking policy**
- 9. To confirm appointment of Carly Small as Responsible Financial Officer for 2023/2024**
- 10. To receive an update on Transport and Highways Issues from Cllrs Anderson and D'arville**
- 11. To receive an update on Planning issues and applications from Cllr Rastrick**
- 12. To receive an update from the Memorial Hall Extension Working Group**

13. To look at, discuss and agree next steps with regards to a flagpole at the Memorial Hall
14. To update on 'Ease the Squeeze' campaign along with any other initiatives to support parishioners during the current cost of living crisis
15. To feedback on advice received regarding Memorial Hall Car Park and agree next steps
16. To approve the requirements for the contract on maintenance of Memorial Hall Grounds and Roundabout and Flower beds
17. To discuss and decide upon whether the Parish Council wishes to join East Suffolk Planning Alliance (ESPA)
18. To discuss additional ways to promote the empty seats on the Parish Council
19. To discuss whether the current noticeboards are a suitable amount within the Parish
20. Internal Audit
  - a) To note the completion of the internal audit and consider the recommendations
  - b) To agree the accounts for 2022-2023
  - c) To agree the governance statements on the Annual Return
  - d) To receive, agree and sign the Annual Return for 2022-2023
21. To consider requests for assistance from the following applicants in accordance with the Parish Council's Grants and Donations Policy
  - a) Headway Suffolk
22. To receive a Budget Monitoring Report
23. To receive a financial statement to 25<sup>th</sup> May 2023
24. To approve the following payments made

19 05 23	SLCC	Subscription	£199.00	LGA1972 s143
26 05 23	S Jones Landscaping	Memorial Hall Grounds	£390.00	LGA1972 s133
26 05 23	S Jones Landscaping	Roundabout and Beds Maintenance	£552.00	Highways Act 1990 s196
31 05 23	C Small	Clerks Salary	£1139.30	LGA1972 s112

31 05 23	HMRC	Tax & NI on Clerks Salary	£154.81	LGA1972 s112
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**25. To approve the following payments to be made**

07 06 23	C Small	Clerks Expenses (incl. Microsoft 365 Package)	£132.98	LGA1972 s112
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**26. Items for consideration at next meeting**

**27. Close**