

Minutes of the Meeting of Trimley St Martin Parish Council held at the Trimley St Martin Memorial Hall on Tuesday 4th October 2022 at 7.30pm.

Present: Cllrs Rodwell, Aguilar-Gomez, D'arville, Rastrick, Parker and Smart.

Also Present: County Councillor Stuart Bird, District Councillor Mick Richardson and 1 member of the public.

1. To receive apologies for absence.

Apologies received from Cllr Anderson as she was held up in the A14 road closure.

2. For councillors to declare any interests in matters on the agenda.

There were no declarations of interest in matters on the agenda.

3. 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.

There were no requests for dispensations from councillors enabling them to speak, or speak and vote, on matters on which they have a pecuniary interest.

4. To approve the minutes if the meeting held on 6 September 2022.

The minutes of the meeting held on 6 September 2022 were approved and signed as a true record.

5. Public Forum including County and District Councillor Reports and Public Question Time.

A member of the public asked about the Historical Walking Tour of Trimley St Martin and where the Parish Council could help. It was agreed that this will be discussed fully during agenda item 13, however that if more information regarding the route etc was brought forward further decisions could be made.

Cllr Richardson started by apologising that he has not been able to attend more regularly but that he was pleased to be at the meeting today to answer any questions.

Cllr Bird then gave his report. He reassured everyone that the ongoing Thurmans Lane issues are being chased regularly and he will update when he has more information.

He then moved on to the skirting proposals that he put forward to Suffolk County Council back in June. This is regarding clearing pavements/pathways. He said they were being assessed and will be prioritised. He will update with further information when available.

Cllr Bird also wanted to remind residents that secondary school placement had to be applied for by 31st October and Primary school placements by 15th January 2023.

Finally Cllr Bird explained the new ANPR speeding cameras that Suffolk County Council have part funded will be going live. There are 10 devices that will be used throughout Suffolk.

Cllr Parker asked Cllr Bird about the excessive vegetation from Roselea Nurseries up to the island. Cllr Bird advised to log a report via Highways Reporting and if they respond saying criteria not met he will look into further. It was pointed out this has been done in the past but we will do again.

6. To receive an update on Transport and Highways Issues from Cllrs Anderson and D'arville.

As Cllr Anderson was unable to make the meeting Cllr D'arville provided the update. Felixstowe Flyers bus service have three new double decker buses with USB ports and high-backed seats which have been well received.

Cllr D'arville explained the government initiative of the £2 maximum bus fare from January 2023. This is that single bus fares will be capped at a maximum of £2.00 for a three month period from January – March in an effort to help passengers cope with the cost of living crisis. It was agreed the Parish Council will help to advertise this information.

Cllr D'arville explained she has been trying to contact the site manager of the Lilacs development to see if the new bus stop can be opened given the suspension of the stop near the Hand in Hand. She has not yet received a response. Cllr D'arville confirmed that the cost of the suspension of the bus stop would be funded by the developer (Taylor Wimpey) whilst consultation continues. The Clerk has been in contact with the site manager and requested to be kept up to date.

Bus stop at the top of Grimston Lane. Looking at options for a perch seat. A Street Licence would need to be obtained at a cost of £150. Cllr D'arville has found some perch seats online for under £100 each and two would be required. All members agreed to proceed and update at the next meeting. Cllr D'arville confirmed Highways would then take over the maintenance of the perch seats. Cllr Bird advised not to use Suffolk County Council as they are overpriced.

Cllr Parker mentioned about the lane separation on the slipway onto the A14 that was discussed approx. 12 months ago. He advised Kirton Parish Council are now looking into this as well.

7. To receive an update from the Working Party with regards to help and support for parishioners during the current fuel/energy crisis.

Cllr Smart reported that she attended the latest Felixstowe Peninsular Community Partnership meeting where the issue was discussed. There are grants available for various projects and East Suffolk Council have set up their 'Ease the Squeeze' campaign and website.

It was agreed the Parish Council would also promote the Ease the Squeeze campaign and that councillors would signpost people there in the first instance. If there is a greater need than that then other ways of support would then be discussed at further meetings.

8. To consider and decide upon a one-off donation to the Poors Charity to enable them to help during the current fuel/energy crisis.

The Parish Council have used up all of the funds under the Donation Policy currently.

9. To update and discuss the options relating to the ongoing issues regarding the regular emptying of Dog Waste Bins.

It was decided that looking into free standing black bins would be more beneficial as dog waste and regular waste can be placed in there and rubbish has also been an issue. The Clerk will get costing for the bins. It was suggested that bins were needed near Roselea Nurseries, the other side of Grimston Lane by Mill Close and possibly on the junction of Hamms Lane and Back Road, although this needs to be confirmed whether this is Kirton Parish Council or Trimley St Martin Parish Council.

10. To receive an update from the Felixstowe Peninsula Community Partnership from Cllr Smart.

Cllr Smart advised a lot of the meeting was about the Ease The Squeeze campaign as previously discussed. There was also information given about other priorities being, improving the physical health and wellbeing of primary school children – such as school veg plots to help children understand the merits of a healthy balanced diet. Priority 3 was about increasing physical and social activity in adults including bereavement walks. Cllr Smart is going to pass on information about local Rambling groups that already offer similar things. The board also endorsed an outcome proposal and request for £12,600 to fund health and wellbeing courses. Cllr Smart will circulate further information when it is available.

11. To confirm the Insurance arrangements for 2022/2023.

This has been renewed with HISCOX insurance on a three year long term arrangement. This was agreed by a majority vote.

12. To update on progress of repairs to Capel Hall Lane Picnic Site

The Clerk updated that we are waiting for Suffolk Norse contractors to provide us with a start date.

13. To discuss the possibility of a Historical Walking Tour of Trimley St Martin.

All agreed this would be a good idea. More information regarding routes and information to be provided and then the Parish Council will look at ways it can help promote etc.

14. To update on the Welcome Packs for new residents.

These have now been printed. The Clerk will contact the sales offices of the new developments to see how best to distribute. The Welcome Pack is also accessible on the Parish Council Website.

15. To receive an update with regards to the purchase of noticeboards.

These have arrived and are now in storage.

16. To discuss concerns and options regarding the maintenance of grass verges etc within Trimley St Martin

It was discussed this could be a priority for funding for next financial year. Councillors were reminded to keep logging problems via the County Council.

17. To consider options relating to emails received from Bowls Club with regards to the Memorial Hall Car Park.

A number of contractors were contacted to quote but only Taydal Surfacing responded and have provided with quotes. It was unanimously agreed to proceed with surfacing the area leading onto the smaller car park and also to have all remains of the metal posts removed and the area made good. This will be a total cost of £2502.83. The Clerk will contact Taydal Surfacing to go ahead.

18. To consider the arrangements to mark Remembrance Day

It was agreed to order 2 wreaths from the Royal British Legion. One for outside Reeve Lodge and another at the Church. Cllr Rodwell kindly offered to place these on behalf of the Parish Council.

19. To discuss and decide upon any response to East Suffolk Councils Healthy Environments Supplementary Planning Document Consultation

All members agreed that no comment was required.

20. To identify priorities for spending in 2023/2024

In addition to routine expenditure, members agreed that provision would be included in the budget for:

- A sum to cover activities to mark the Coronation of King Charles III, including the possibility of a flagpole
- The provision of maintaining grass verges etc independently.

21. To note the conclusion of the 2021/2022 external audit and any comments made.

Members noted the completion of the external audit. This was satisfactory but the auditors noted an omission of one question. This was resolved quickly and no other comments made.

22. To receive a financial statement to 25 September 2022.

Members received a financial statement inclusive of outstanding CIL monies. The bank reconciliation was signed by the Chairman.

| Bank Reconciliation at 25/09/2022 | | | |
|--|---|-----------|-------------------|
| | Cash in Hand 01/04/2022 | | 129,647.52 |
| | ADD Receipts 01/04/2022 - 25/09/2022 | | 15,119.48 |
| | | | 144,767.00 |
| | SUBTRACT Payments 01/04/2022 - 25/09/2022 | | 17,066.48 |
| A | Cash in Hand 25/09/2022 (per Cash Book) | | 127,700.52 |
| | Cash in hand per Bank Statements | | |
| | Petty Cash 25/09/2022 | 0.00 | |
| | Trimley St Martin Parish Council Dr 25/09/2022 | 81,714.94 | |
| | Trimley St Martin Parish Council Cr 25/09/2022 | 45,985.58 | |
| | | | 127,700.52 |
| | Less unrepresented payments | | |
| | | | 127,700.52 |
| | Plus unrepresented receipts | | |
| B | Adjusted Bank Balance | | 127,700.52 |
| | A = B Checks out OK | | |

23. To approve the following payments

| Date | Name | In respect of | Amount | Power |
|----------|---------------------|--|----------|--------------|
| 08 09 22 | Flyer Press | Parish Pump printing and delivery | £145.00 | LGA1972 s142 |
| 09 09 22 | XL Displays | Purchase of free standing noticeboards | £403.20 | LGA1972 s144 |
| 16 09 22 | PKF Littlejohn | External Audit Fee | £360.00 | LGA1972 s112 |
| 21 09 22 | Gallagher Insurance | Annual Insurance | £2250.28 | LGA1972 s133 |
| 30 09 22 | C Small | Clerks Salary | £1067.64 | LGA1972 s112 |

| | | | | |
|----------|-------------|-----------------------------|---------|--------------|
| 30 09 22 | HMRC | Tax & NI on Clerks Salary | £110.45 | LGA1972 s112 |
| 30 09 22 | NEST | Clerk's Pension | £43.75 | LGA1972 s112 |
| 30 09 22 | FirePower | Fire Extinguisher Service | £180.00 | LGA1972 s133 |
| 30 09 22 | Unity Trust | Bank Account Service Charge | £18.00 | |

All payments were approved.

24. To approve the following payments to be made

| | | | | |
|----------|-------------|-----------------|---------|--------------|
| 17 10 22 | 123REG | Email Renewal | £43.06 | LGA1972 s142 |
| | SALC | Clerk Training | £36.00 | LGA1972 s112 |
| | SALC | Payroll Service | £57.60 | LGA1972 s112 |
| | Flyer Press | Welcome Packs | £180.00 | LGA1972 s142 |

All payments were approved to be paid.

25. To exclude public and press in accordance with the Public Bodies (Exclusion from Meetings) Act in 1960 in view of the confidential nature of the business to be transacted.

There were no public or press in attendance at this time.

26. To review the salary of the Clerk following completion of six months in post

It was agreed to increase the Clerks salary to Scale Point following a successful completion of the first 6 months. This will be effective from 1st October 2022. The Clerk thanked all the members for their support since starting the role.

27. Item for consideration at next meeting

Christmas arrangements

28. Close

The meeting closed at 9.20pm