

Minutes of the Meeting of Trimley St Martin Parish Council held at the Trimley St Martin Memorial Hall on Tuesday 6th September 2022 at 7.30pm.

Present: Cllrs Anderson, Owen, Rodwell, Aguillar-Gomez, Rastrick, D'arville and Smart.

Also Present: County Councillor Stuart Bird and 3 members of the public.

1. To receive apologies for absence.

Apologies for absence were accepted from Cllr Parker due to prior commitments.

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 for dispensations.

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

4. To approve the minutes of the meeting held on 5th July 2022.

The minutes of the meeting held on 5th July 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 whether after the success of the Photographic Exhibition, would the Parish Council support a Historical Walk of Trimley St Martin. It was confirmed the Parish Council would support where possible and this will be added to the agenda to discuss at the Parish Council meeting in October 2022.

County Councillor Bird started his report with saying that on 15th August Suffolk County Council had signed a Bus Charter with First buses which guarantees pledges such as keeping online information up to date regarding any disruption to services, being able to pay by contactless payments and a robust complaints procedure.

Cllr Bird then went on to say that the County Council have been successful in receiving some funds to increase the amount of electric charging points and solar power units within the County.

Cllr Bird also updated that the ongoing issue with the pedestrian step offs in Thurmans Lane is now awaiting the final designs and then he is hopeful a decision will be made.

Cllr Owen asked Cllr Bird whether he was aware of the issues regarding the new pedestrian crossing on the High Road. Cllr Owen commented that when the lorries were recently diverted due to an accident on the A14 it was evident the road is now not wide enough. Cllr Owen also gave feedback to Cllr Bird regarding the management of the recent traffic lights on the High Road. Cllr Bird suggested that

Cllr Owen put all of the concerns into an email, and he will then escalate to the relevant people.

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

Cllr Anderson started the update by saying she has reported the black and white signs on Howlett roundabout when coming off the A14 as they can now hardly be seen due to the overgrown hedges etc.

Cllr Anderson also commented that when the High Road was closed recently, over the weekend period it was noted that people had removed the barriers so that they could get through. This was reported to relevant authorities at the time.

Cllr D'arville reported that a letter had been sent to the developers of the Lilacs regarding the lack of physical notices on the bus stops when bus stops are suspended. The letter requested that copies of all letters to residents is sent to the Parish Council via the Parish Clerk.

Cllr D'arville also confirmed that the Poppyfields bus stop is in operation, and she has ordered a 'flag'. Cllr D'arville also confirmed that the timetables on the bus stops are all up to date. Cllr Smart thanked Cllr D'arville for her continued work on the issues with the buses within the Parish.

7. To receive an update from Cllr Smart regarding (i) Discover Suffolk Project (ii) Tom Wallingtons email re cycle/walking routes (iii) East Suffolk Council Cycle/Walking Survey.

- (i) Cllr Smart advised that new signs have gone up around the Parish with QR codes on them. This will mean members of the public can scan this and get up to date walks from their current position.
- (ii) It was confirmed that the responses received by Cllr Aguillar-Gomez and Cllr Smart covered all issues that were required to be raised in response to Tom Wallingtons email. The Parish Clerk will respond accordingly.
- (iii) Cllr Smart was hoping to have further information regarding the East Suffolk Council Cycle/Walking survey but unfortunately she has still not heard anything. Cllr Smart will update as and when information becomes available.

8. To decide on a response to planning application DC/22/3207/FUL: Concrete ramp with galvanized hand rails, 60 Cavendish Road, Trimley St Martin, Felixstowe, Suffolk, IP11 ORR

There were no objections to this planning application.

9. To update on the outcome of a re-build valuation for the Memorial Hall to ensure insurance cover is adequate prior to its renewal.

The Clerk advised that the new re-build valuation has been sent to the insurer and now awaiting for the renewal quotation.

10. To discuss quotes given and decide upon course of action for repairs to the Capel Hall Lane Picnic site.

A decision was made to proceed with the quote of £2414.72 to replace missing/damaged bollards and to install steel bollards which will be secured to prevent cars being parked on the picnic site. This quote was provided by Suffolk Norse.

11. To decide upon the future of the Parish Pump magazine

All those present agreed that the Parish Pump would no longer be produced and instead a monthly column would go into the Felixstowe Flyer. It was agreed that this would be more cost effective as well as more environmentally friendly.

The Parish Clerk will also look into the information also going into the Spotlight and will confirm cut off dates for articles.

12. To update and decide on the final details for the Welcome Pack for new residents.

A quote was received from Flyer Press for 175 copies for £163. All those present agreed this was a good price, however it was agreed more copies would be needed. Those in the working group are to confirm the arrangements for the front cover and these will be ordered. Contact to be made with the developers and local estate agents to ensure new residents are given a welcome pack.

13. To receive an update with regards to the possibility of purchasing noticeboards.

A quote has been received from XL Displays and all those present agreed to purchase the noticeboards for use at future events.

14. To update on the purchase and placing of the Jubilee benches to go by the Jubilee Oak

These two benches have now been installed by Realise Futures and are able to be used by all.

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

This is regarding potholes within the car park and also old bollards which were previously 'removed'. It was agreed that contact would be made to some companies to provide quotations on how these issues may be fixed.

16. To discuss the ongoing issues with regards to regular emptying of the Dog Waste Bins

It was suggested that a solution may be to have the current dog waste bins replaced with larger ones so that they hold more. Costings for this are to be looked in to. It was also discussed to put signs on the bins advising people how they can report that a dog waste bin requires emptying. This can be done at

www.eastsuffolk.gov.uk/waste/litter/

17. To discuss possible ways in which the Parish Council could help and support parishioners during the current fuel and inflation situation

It was decided that a Working Party would be formed to investigate ways that the Parish Council may be able to help and support parishioners. The Working Group will feedback at the October 2022 meeting.

18. To receive a financial statement to 25 August 2022

Members received a summary for receipts and payments to 25 August 2022 and the reconciliation report.

	Bank Reconciliation at 25/08/2022		
	Cash in Hand 01/04/2022		129,647.52
	ADD Receipts 01/04/2022 - 25/08/2022		15,119.48
			144,767.00
	SUBTRACT Payments 01/04/2022 - 25/08/2022		13,801.77
A	Cash in Hand 25/08/2022 (per Cash Book)		130,965.23
	Cash in hand per Bank Statements		
	Petty Cash 25/05/2022	0.00	
	Trimley St Martin Parish Council D 25/08/2022	81,714.94	
	Trimley St Martin Parish Council C 25/08/2022	49,250.29	
			130,965.23
	Less unrepresented payments		
			130,965.23
	Plus unrepresented receipts		
B	Adjusted Bank Balance		130,965.23
	A = B Checks out OK		

19. To note the following payments approved by the Chair during the Summer Break.

Date	Name	In respect of	Amount	Power
15 07 22	Trimley Memorial Hall	Hire of the Hall for Parish Council Meetings	£81.00	LGA s137

15 07 22	Labelcraft	'Cyclists Dismount' sign	£18.90	Highways Act 1980 s130
15 07 22	S Jones Landscapes	Memorial Hall grounds maintenance Nov 21 – Feb 22	£376.00	LGA1972 s133
15 07 22	S Jones Landscapes	Roundabout and Beds maintenance Dec 21 – Mar 22	£450.00	Highways Act 1990 s96
29 07 22	C Small	Clerks Salary	£1067.64	LGA1972 s112
29 07 22	NEST via Direct Debit	Pension Payment	£43.75	LGA1972 s112
29 07 22	HMRC	Tax on Clerk's salary	£110.45	LGA1972 s112
29 07 22	C Small	Clerk's Expenses	£26.00	LGA1972 s112
11 08 22	Bannisters	Memorial Hall Rebuild Assessment	£250.00	LGA1972 s133
31 08 22	C Small	Clerks Salary	£1067.64	LGA1972 s112
31 08 22	NEST via Direct Debit	Pension Payment	£43.75	LGA1972 s112
31 08 22	HMRC	Tax on Clerk's salary	£110.45	LGA1972 s112
26 08 22	Realise Futures	Payment for purchase and installation of Jubilee Benches	£1099.08	LGA1972 s19
07 09 22	123Reg	Domain Renewal	£14.39	LGA1972 s142

All payments were agreed.

20. To approve the following payments to be made

08 09 22	C Small	Clerk's Expenses	£35.59	LGA1972 s112
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The payment was approved.

21. To approve the purchase of an A4 laminator and an A4 shredder.

All members agreed and these will be purchased and claimed on Clerk's expenses.

22. Item for consideration at next meeting

Historical Walk
Maintenance of grass verges

23. Close

The meeting closed at 8.51pm