

The February Meeting of Trimley St Martin Parish Council to be held at Trimley Memorial Hall on Tuesday 4th February 2025 at 7.30pm. The agenda is set out below.

Carly Small, Parish Clerk

30 01 2025

- 1. To receive apologies for absence**
- 2. For councillors to declare any interests 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**
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- 4. To approve the minutes of the meeting held on 7th January 2025**
- 5. 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.
- 6. To receive the Clerks Report**
- 7. To receive an update on Transport and Highways Issues from Cllrs Anderson and D'arville to include but not limited to;**
 - i) Discussion around the process for road closures**
- 8. To receive an update on Planning issues and applications from Cllr Rastrick, and also make decisions on comments for any open planning applications including but not limited to;**
 - i) DC/24/4551/FUL**
- 9. To discuss and decide upon requests from Memorial Hall Management Committee with regards to;**
 - i) Purchase and installation of Security Cameras**

ii) Upgrading and changing Gas Meter

10. To update regarding the Memorial Hall Extension

11. To discuss and agree on the Parish Infrastructure Investment Plan

12. To update on plans for the Summer Fete

13. To consider and agree date for the Annual Parish Meeting

14. To update on Clerks laptop and agree disposal of old laptop

15. To discuss and decide upon items for the Flyer/Spotlight column

16. To review and approve the following policies:

- i) Data Protection**
- ii) Freedom of Information**
- iii) Biodiversity**
- iv) Equal Opportunities**
- v) Social Media Policy**

17. To approve overtime worked by the Clerk

18. To receive a financial statement to 31st January 2025

19. To approve the following payments made

06 01 25	Memorial Hall	Hall Hire for Meetings	£54.00	LGA s137
09 01 25	NEST	Pension Payment	£78.29	LGA1972 s112
09 01 25	E D'arville	Expenses	£25.29	Local Authorities (Members' Allowances)(England) Regulations 2003 - England
09 01 25	Oak Tree Farm	Purchase of Christmas Tree	£120.00	LGA1972 s137
13 01 25	Viking Direct	Stationary Supplies	£54.41	LGA1972 s112
20 01 25	Bayfield Electrical	Electrical Testing at Memorial Hall	£1110.00	LGA1972 s133

27 01 25	Jack's Jet Washing	Bus Shelter Clean	£350.00	Local Government (Miscellaneous Provision) Act 1953, s4
29 01 25	E Jacobs & sons	Lock post at Memorial Hall	£144.00	LGA1972 s133
31 01 25	C Small	Clerks Salary	£1324.30	LGA1972 s112
31 01 25	HMRC	Tax & NI on Clerks Salary	£227.42	LGA1972 s112
31 01 25	Unity Trust	Bank Fee	£6.00	

20. To approve the following payments to be made

05 01 25	C Small	Clerks Expenses (including new laptop and padlock for post)	£576.78	LGA1972 s112
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21. Items for consideration at next meeting

22. Close