

**The April Meeting of Trimley St Martin Parish Council is to be held at Trimley Memorial Hall on Tuesday 7<sup>th</sup> April 2026 at 7.30pm. The agenda is set out below.**

**Carly Small, Parish Clerk**

**26 03 2026**

- 1. To receive and approve 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 3<sup>rd</sup> March 2026**
- 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 Chairmans Report**
- 7. To receive the Clerks Report**
- 8. To receive an update on Transport, Highways and PROW Issues from Cllrs Anderson, D'arville and Smart. To include:**
  - i. Dog waste bin near Bellway development**
- 9. To receive an update on Planning issues and applications from Cllr Rastrick and to decide upon any comments to submit on open planning applications**
- 10. To receive an update on the Memorial Hall Extension from Cllr Rastrick**
- 11. To update on Summer Fete 2026**

**12. To discuss and decide upon next steps in relation to requests from Kirton and Falkenham Parish Council**

**13. Cllr Parker to give feedback from Cross Parish meeting**

**14. To discuss and decide upon a possible 'Nature Walk'**

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

**16. To approve the SALC Letter of Engagement for Internal Audit**

**17. To review and approve the following policies;**

- i. Health & Safety policy**
- ii. Retention of Documents policy**
- iii. Complaints Policy & Procedure**
- iv. Accident Reporting Policy & Procedure**
- v. IT Policy**

**18. To receive a financial statement to 31<sup>st</sup> March 2026**

**19. To approve the following payments made**

03 03 26	Oliva Contracts	Memorial Hall Extension	£25000.00	LGA1972 s133
11 03 26	SALC	Payroll provision	£57.60	LGA1972 s112
11 03 26	FDCSR	Subscription	£5.00	LGA1972 s145
12 03 26	O2	Clerks Mobile Phone	£51.60	LGA1972 s112
18 03 26	Memorial Hall	Purchase of signs	£61.77	LGA1972 s133
31 03 26	C Small	Clerks Salary	£1619.91	LGA1972 s112

**20. To approve the following payments to be made**

08 04 26	C Small	Clerks Expenses	£64.89	LGA1972 s112
10 04 26	HMRC	Tax & NI on Clerks Salary	£477.12	LGA1972 s112

**21. Items for consideration at next meeting.**

**22. Close**