

Minutes of the Meeting of Trimley St Martin Parish Council held at the Trimley St Martin Memorial Hall on Tuesday 2nd April 2024 at 7.30pm

Present: Cllrs Smart, D’arville, Rastrick, Owen, Parker, Anderson

Also Present: County Cllr Stuart Bird District Cllrs Lee Reeves and Mike Nimney and two members of the public.

Item No.	Comments	Action
1.	<p>To receive apologies for absence Cllr Aguila-Gomez sent apologies due to personal commitments.</p>	
2.	<p>For councillors to declare any interest in matters on the agenda None.</p>	
3.	<p>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.</p>	
4.	<p>To approve the minutes of the meeting held on 5th March 2024 The minutes of the meeting held on 5th March 2024 were approved and signed as a true record.</p>	
5.	<p>Public Forum including County and District Councillor Reports and Public Question Time. Cllr Bird had previously submitted a report which had been cascaded to councillors and is available on the Trimley St Martin Parish Council website. There were no questions regarding the report. Cllr Bird updated regarding the new pedestrian crossing on the High Road on the parish boundary. Cllr Bird also advised that as Highways have said they will not fund the works on the footpath along Howlett Way, that he would be prepared fund it from the rest of his Highways budget but there may be additional costs that the Parish Council would need to fund. It was agreed he will get a quote and then the Parish Council will make a decision from there. Cllr Reeves and Cllr Nimney spoke re the Reeve Lodge development and what had happened at the Planning Committee meeting. Member of the public advised that Citizens Advice are aware of some damp problems within the new Lilacs properties and urged any residents with issues to contact CA direct. Cllr Reeve continues to pursue the matter on behalf of several residents.</p>	

6.	<p>To receive the Chairman’s Report</p> <p>The Chairmans Report had been cascaded to councillors and is available to view on the Trimley St Martin Parish Council website. There were no questions.</p>	
7.	<p>To receive the Clerk’s Report</p> <p>The Clerks Report had been cascaded to councillors. There were no questions.</p>	
8.	<p>To discuss and decide upon application(s) for co-option of Parish Councillor(s)</p> <p>Raymond Long had submitted an application for co-option which had been circulated to all councillors prior to the meeting. All those present voted in favour of Raymond Long taking a seat on the Parish Council. The Declaration of Accepted was signed. Cllr Long was welcomed onto the Parish Council.</p>	
9.	<p>To receive an update on Transport and Highways Issues from Cllrs Anderson and D’arville</p> <p>Cllr D’arvilles report had been cascaded to all Cllrs and a copy is available to view on the Parish Council website. Cllr Anderson updated that she was pleased to see a Speed Camera Vehicle in the village recently to hopefully stop motorists speeding along the High Road. Cllr Smart advised that Cllr Aguila-Gomez had passed on comments about ‘20’s plenty’ signs near the school. Cllr Smart advised Cllr Aguila-Gomez to see what Bucklesham school have in place as there are already Highways speed signs up, so it may be good to look at a different approach.</p>	
10.	<p>To receive an update on Planning issues and applications from Cllr Rastrick. To include</p> <p>i) Changes made to DC/24/0871/FUL</p> <p>All those present agreed to submit ‘No objection’. The Clerk will submit. A question was asked regarding the triangular piece of land next to this property and who owns it, the Clerk will try to find out for future reference.</p> <p>Planning application DC/24/0449/FUL was also discussed as TSM PC had been contacted by a cross parish group. It was decided by all those present for TSM PC to submit a comment objecting to this even though they are not a consultee.</p> <p>Reeve Lodge Development was also discussed. Planning application has been approved. The Parish Council’s concerns re traffic and the management of the area still stand. All those present requested the Clerk to email Ben Woolnough, case officer, to re-iterate the concerns.</p>	<p>CLERK</p> <p>CLERK</p> <p>CLERK</p>

11.	<p>To discuss and decide upon ideas for submission to East Suffolk Council regarding new road names in the Reeve Lodge Development A discussion was held and the following names were agreed by all those present; Elm Walk Roundhouse Way Reeve Drive.</p> <p>The Clerk will forward these to East Suffolk Council</p>	CLERK								
12.	<p>To discuss and decide upon items for the Spotlight/Flyer column to be submitted by 5th April</p> <ul style="list-style-type: none"> • Allotments • Recycling/waste information • Welcome message to Cllr Long • Reminder that dogs should be kept on footpaths and respect farmland 	CLERK								
13.	<p>To review/adopt the following policies;</p> <ul style="list-style-type: none"> i) Health & Safety Policy ii) Retention of Documents Policy iii) Complaints Policy and Procedure iv) Accident Reporting Policy and Procedure <p>All those present approved all above policies.</p>									
14.	<p>To approve overtime worked by the Clerk to complete CiLCA qualification All those present voted to approve 15 hours overtime worked.</p>									
15.	<p>To receive a year end financial statement to 31st March 2024 including CIL monies.</p> <p>Three credits into the account in this period 27/03/24 – Current Account - £593.00 – East Suffolk Council Grant for Grit Bin. 31/03/24 – Deposit Account - £350.36 – Credit Interest 31/03/24 – Nationwide Account - £414.25 – Credit Interest</p> <p>Total CIL monies held as of 31/03/24 is £78,135.17.</p> <p>Balances as of 31st March 2024</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Current Account</td> <td style="text-align: right;">£22,005.48</td> </tr> <tr> <td>Deposit Account</td> <td style="text-align: right;">£47,935.80</td> </tr> <tr> <td>Nationwide Account</td> <td style="text-align: right;">£80,414.25</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">£150,355.53</td> </tr> </table> <p>The bank reconciliation was received and signed by the Chairman.</p>	Current Account	£22,005.48	Deposit Account	£47,935.80	Nationwide Account	£80,414.25	TOTAL	£150,355.53	
Current Account	£22,005.48									
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TOTAL	£150,355.53									

	Bank Reconciliation at 31/03/2024				
	Cash in Hand 01/04/2023				121,022.76
	ADD Receipts 01/04/2023 - 31/03/2024				66,306.24
					187,329.00
	SUBTRACT Payments 01/04/2023 - 31/03/2024				36,973.47
A	Cash in Hand 31/03/2024 (per Cash Book)				150,355.53
	Cash in hand per Bank Statements				
	Petty Cash	31/03/2024	0.00		
	Trimley St Martin Parish Council Ct	31/03/2024	22,005.48		
	Trimley St Martin Parish Council Dr	31/03/2024	47,935.80		
	Trimley St Martin Parish Council N:	31/03/2024	80,414.25		
					150,355.53
	Less unrepresented payments				
					150,355.53
	Plus unrepresented receipts				
B	Adjusted Bank Balance				150,355.53
	A = B Checks out OK				
16.	To approve the following payments made				
	19 03 24	Viking	Stationary Supplies	£64.76	LGA1972 s112
	21 03 24	NEST	Pension payment	£86.51	LGA1972 s112
	27 03 24	SALC	Payroll service	£57.60	LGA1972 s112
	28 03 24	C Small	Clerks Salary	£1392.45	LGA1972 s112
	28 03 24	HMRC	Tax & NI on Clerks Salary	£288.24	LGA1972 s112
	All payments were unanimously approved.				
17.	To approve the following payments to be made				
	03 04 24	C Small	Clerks Expenses	£64.70	LGA1972 s112
	All payments were unanimously approved.				
18.	Items for consideration at next meeting Memorial Hall Extension Committee update				
19.	Close The meeting closed at 8.25pm				