

Minutes of the Meeting of Trimley St Martin Parish Council held at the Trimley St Martin Memorial Hall on Tuesday 5<sup>th</sup> November 2024 at 7.30pm

Present: Cllrs Smart, D'arville, Rastrick, Parker, Owen, Aguilar-Gomez, Anderson

Also Present: County Cllr Stuart Bird, District Cllr Mike Nimney and one member of the public.

Item No.	Comments	Action
1.	To receive apologies for absence	
	Apologies were received from Cllr Long.	
2.	For councillors to declare any interest in matters on the agenda None.	
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 of the meeting held on 1 <sup>st</sup> October 2024.  The minutes of the meeting held on 1 <sup>st</sup> October 2024 were approved and signed as a true record.	
5.	Public Forum including County and District Councillor Reports and Public Question Time.  The member of the public gave an update on ESPA and the community engagement meeting that was held in October. Terms of reference for this group have now been signed off and the next meeting is in January 2025.  Cllr Bird had previously cascaded his report. This is available to view on the Trimley St Martin Parish Council website. There were no questions on this report.  Cllr Nimney and Cllr Reeves had previously submitted their report which is available to view on the Parish Council website. There were no questions on this report.  Cllr Parker requested that Cllr Nimney find out how much District ClL East Suffolk Council currently have. Cllr Nimney will look into this.  Discussion had around East Suffolk wanting ideas for use of the funds.  The Clerk will look into this and whether the Memorial Hall may fit this.	CLERK
6.	To review, discuss and decide upon co-option of new Parish Councillor applications (if received).	



	Once application had been received but not fully completed. The Clerk	
	has gone back to the applicant. The applicant did not attend the	
	meeting.	
7.	To receive the Chairmans Report.	
	This was cascaded prior to the meeting and is available on the Parish	
	Council website. There were no questions.	
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8.	To receive the Clerk's Report	
	The Clerk's report had been cascaded to councillors. There were no	
	questions.	
9.	To receive an update on Transport and Highways Issues from Cllrs	
	Anderson and D'arville.	
	Cllr Smart advised the white lines have been re-painted at the junction	
	of the end of the High Road where it meets the single-track road leading	
	to Morston Hall Lane.	
	Cllr Anderson advised that the Clerk had posted on social media an	
	update from Suffolk Highways regarding Candlet Road and the early re-	
	opening on 7 <sup>th</sup> November.	
	Cllr D'arville asked whether there was any update regarding the lockable	
	post in the Memorial Hall car park. The Clerk advised this should have	CLERK
	been fitted last week and she will chase.	CLERK
	Cllr D'arville gave update from Felixstowe Travel Watch meeting.	
	Discussion application for the increase in number 73 buses, the clerk will	
		CLERK
	confirm if written confirmation of support is required from the Parish	CLLINK
	Council.	
	Cllr Parker highlighted he had been contacted by a resident regarding	
	BMX bikes using the land opposite the Capel Hall Lane picnic site as a	CLERK
	racetrack and causing a lot of noise. It was requested the Clerk finds out	
	who owns the land to highlight this issue to them.	
10.	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/24/3513/FUL	
	All those present voted to submit 'no objection.' The Clerk will submit.	CLERK
	No further planning issues.	
11.	To update and discuss the Memorial Hall Extension and agree next	
	steps moving forward.	
	Cllr Rastrick advised building regulations have now been submitted. No	
	further information at this time until this is processed and accepted.	
12.	To discuss and decide upon purchase of Christmas Tree for outside	
	Memorial Hall	
	The Clerk has been in discussion with Cllr Beal from Trimley St Mary and	CLERK
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	they have found a supplier who will deliver to both on the same day to	
	reduce costs. Looking at approx. £100 but exact cost not yet known. All	



	those present voted to proceed. The Clerk will liaise with the Memorial						
	Hall Management Committee re delivery.						
	The lights switch on will be on Wednesday 4 <sup>th</sup> December at 6.15pm.						
13.	To discuss and decide upon request by Rosemary Gitsham relative to						
	honour her memory.						
	The relative had expressed how much they were looking to spend on a						
	bench and was looking for suitable locations. Discussion had and three						
	possibilities are;						
	Grimston Lane, on the corner where the road sign is opposite						
	where Rosemary used to live. Lots of dog walkers go that way.						
	Little playpark that it is understood was owned by Taylor						
	Wimpey.						
	Near the noticeboard the other side of the footbridge just before						
	Roselea. No seating there, on the school route.						
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	The Clerk will contact the relative with these options and help to arrange	CLLIN					
	permission.						
14.	To update on responses received with regards to a possible fete and						
	decide next steps.						
	There were three volunteers put themselves forward and one business.						
	An email was received from the Sports and Social Club that they were						
	planning to run a similar event. All those present voted in favour of						
	working in conjunction with them on the event. Possibly to even raise						
	some funds for the memorial hall extension. Cllrs Anderson and Rastrick						
	have said they will help with this.	CLERK					
	The Clerk will go back to the Sports and Social Club.						
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18.	To discuss	s, review and approve the following policies;	
	i)	Internet Banking Policy	
	ii)	Model Publication Scheme	
	iii)	Press and Media Policy	
	iv)	Procedure for Public Session	
	These we	re cascaded to councillors prior to the meeting. All those	
	present a	pproved all the above policies.	
19.	To review	and discuss first draft of the budget for 2025/2026	
	Discussion	n was had. Precept needs to increase to cover increasing costs	
	and proje	cts. In previous years monies from reserves were used and	
	either nor	ne, or very smaller increases were made. Discussions around	
	the sustai	nability of this approach.	
	_	eed that the Clerk to discuss with neighbouring parishes, and	CLERK
		of similar sizes about their precept and for it to be re-looked at	
	in the Dec	cember meeting.	
20.	To note the	ne Local Government Service pay agreement and the increase	
	to be app	lied to the Clerk's hourly rate, to be backdated to April 1st	
	2024, as p	per Clerk's contract.	
	This was r	noted.	
21.	To receive	e a financial statement to 31 <sup>st</sup> October 2024	
	Two credi	ts into the accounts in this period.	
	30/09/24	- £403.99 – Deposit Account – Bank Interest	
		24 – £17,773.37 - Current Account – CIL payment.	
	All those	present agreed to transfer the £17,773.37 into the deposit	
	account a	nd transfer the recent spend of £3048 from deposit to current	
	account.		



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		Bank Red	conciliation at 31/10	0/2024						
		Cash in Har	nd 01/04/2024				1	50,355.53		
		ADD Receipts 01	/04/2024 - 31/10/2024					47,543.82		
		SUBTRACT	7				1	97,899.35		
			1/04/2024 - 31/10/2024					26,011.00		
	A	Cash in Ha	nd 31/10/2024 Gook)				1	171,888.35		
		Petty Cash Trimley St N Trimley St N	nd per Bank Statements Martin Parish Council Co Martin Parish Council De	31/10/2024 31/10/2024 31/10/2024		0.00 32,787.57 58,686.53				
			Martin Parish Council Na sented payments	31/10/2024		80,414.25		171,888.35		
		Ecoo unpres	serieu payments					171,888.35		
		Plus unpres	ented receipts							
	В	Adjusted B	ank Balance					171,888.35		
		A = B CI	necks out OK							
	The ba	nk reconci	liation was recei	ved and sig	ned b	y the Cha	irman	]  .		
22.			following payı			•				
		03 10 24	Trimley Memorial Hall	Hire of ha	all	£54.00		LGA1977 s137	2	
		03 10 24	Firepower	Fire extinguisl service	her	£192.0	0	LGA1972 s133	2	
		04 10 24	Royal British Legion	2x Wreat	hs	£40.00		LGA1972 s137	2	
		07 10 24	SALC	6months payroll service		£57.60		LGA1972 s112	2	
		09 10 24	NEST	Pension payment		£90.29	١	LGA1972 s112	2	
		10 10 24	Viking Direct	Stationar	У	£80.50	١	LGA1972 s112	2	
		15 10 24	Community Action Suffolk	Website Hosting		£60.00	)	LGA1972 s142	2	



		23 10	David	Boiler	£122.40	Provision		
		24	Friend	Service		of PC		
			Heating			Buildings		
			_			LGA1972		
						s133		
		23 10	Labelcraft	Plaque for	£27.88	LGA1972		
		24		Reeve lodge		s137		
				sign				
		24 10	R A Wilson	Memorial	£3408.00	Provision		
		24		Hall		of PC		
				Extension		Buildings		
						LGA1972		
						s133		
		31 10	C Small	Clerks Salary	£1436.18	LGA1972		
		24				s112		
		31 10	HMRC	Tax & NI on	£296.98	LGA1972		
		24		Clerks Salary		s112		
	All those present voted in favour of approving payments.							
23.	То аррі			ments to be ma	ide			
		06 11	C Small	Clerks	£72.48	LGA1972		
		24		Expenses		s112		
	The payment was approved unanimously.							
24.	Items f	or consid	deration at nex	t meeting				
	Budget							
25.	Close							
	The me	eting wa	is closed at 9pr	n.				