

Minutes of the Meeting of Trimley St Martin Parish Council held remotely, via Zoom, on Tuesday 6 April 2021 at 7.30 p.m.

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

Also present: County Cllr Bird and seven members of the public

1. To receive apologies for absence

Apologies for absence were accepted from Cllr Anderson who had another commitment and Cllr Rodwell who was unwell.

2. To receive declarations of interest

There were no declarations of interest in matters on the agenda.

3. To receive and determine requests for dispensations

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

4. To approve the minutes of the meetings held on 2 March 2021

The minutes of the meeting held on 2 March 2021 were approved as a true record

5. Public Forum:

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.

- County and District Councillor Reports
- Public Question Time

County Councillor Bird reported on the ways in which the Highways Investment Fund would be used. In addition, an extra £3.4 million had been made available for resurfacing works.

Additional teams would be employed in order to enable an additional 2,000 jobs to be completed. The drainage element for 2021/22 had been increased to allow for the progression of outstanding issues.

The Suffolk 2020 fund allowed for an additional 200,000 trees to be planted of which 100,000 had now been planted.

A scheme had been developed for the short-term placement of cameras to deter speeding. Detection of significant speeding problems in a location could result in the subsequent deployment of a speed vehicle which would make police enforcement possible. The details of the provision would be made available on the County Council website and it would be possible for Parish Councils to suggest sites.

Members of the public raised the following topics:

- The possibility of arranging for the installation of sleeping policemen along the High Rd. Cllr Bird explained that SCC Highways would not entertain this method of speed control in a location such as the High Rd.
- Whether the Parish Council planned to seek an air quality report given concerns over the combined impact of new building in the village and elsewhere on the peninsula including an expectation of increased freight traffic, trains idling in the passing loop and the busy A14.
- the impact of development on food production and on wildlife

The Chairman of the Planning Committee confirmed that the question of seeking an air quality assessment had not yet been decided, but would be considered when the commissioned review of the transport assessment was received.

Councillors noted that very few members of the public attended meetings to express their views on local matters. The Parish Council did listen to local opinion, but concerns about District Council planning policy should be taken up with district councillors.

6. To consider the results of the Quiet Lanes consultation

Cllr Owen reported on the Quiet Lanes consultation. There had been 4 responses to the consultation, all of which had been in favour. Members agreed unanimously to proceed with the proposals for the designation of Grimston Lane, Thorpe Lane and Capel Hall Lane as quiet lanes. Cllr Owen would report the outcome to Quiet Lanes Suffolk in order that the next stages in the process could begin.

7. To receive an update on highways matters including:

- a. A report from Cllr Anderson on her attendance at the speed management meeting hosted by Tim Passmore, Suffolk Police Commissioner**
- b. An update on the outcome of the report to Highways England on the damaged fencing between the High Rd and the A14**
- c. Issues of concern in relation to Grimston and Thorpe Lanes additional to the scope of the Quiet Lanes consultation**
 - a. As Cllr Anderson was unable to be present her report had been circulated. It was agreed that the Clerk would find out more about the new speed management proposals in order to enable further information to be presented at the next meeting.
 - b. The Clerk reported that Highways England had now replied that the repairs to the damaged fencing were expected to be undertaken in the late summer or early autumn. Members agreed that in the light of the delay, and the potential danger which could result from insecure fencing in high winds, the assistance of Suffolk County Council Highways should be sought in approaching Highways England to seek a more rapid resolution of the problem.
 - c. Residents had raised a number of issues associated with above average traffic, high speeds and inconsiderate parking in Grimston and Thorpe Lanes. This including unauthorized parking at the private fishing lakes both night and day, as well as parking in passing places in Grimston Lane. Complaints of drug dealing and sexual activity in the vicinity had also been made. The issue of drug dealing had been raised at the Felixstowe ASB meeting from which it was apparent that the complaints had not been passed on to the police. Members agreed that the proprietors of the fishing lake should be contacted and asked whether they would consider installing notices and/or a gate to prevent unauthorised use of their carpark.

8. To note that East Suffolk Council have continued to identify areas where a more conservation based approach to grass cutting could promote biodiversity with the addition of a further 60 areas to the initial 40 sites identified last year. This includes the churchyard of St Martin and St Mary.

Members noted the revised approach to grass cutting at the churchyard.

9. To receive an update on the outline planning application for the site adjacent to Reeve Lodge and:

a. To consider Vemco's review of the transport assessment (if available) and decide on the next steps including the possibility of working with Trimley St Mary PC to commission further report(s)

or

b. In the event that the report has not been received by the date of this meeting, to ask the Planning Committee to meet when the report becomes available to address the matter at (a) above.

Vemco's report had not yet been received. Members agreed that the report and consideration of the next steps would be dealt with by a meeting of the Planning Committee.

10. To consider developing a welcome pack for distribution to those moving into the village

It was agreed that it would be beneficial to develop a welcome pack for new residents and that, at the annual meeting in May, a working party would be set up to take this work forward.

11. To consider submitting comments to the Planning Inspectorate on the appeal against the decision of East Suffolk Council to refuse planning permission for Erection of 7 bungalows & garaging on part of Old Poultry Farm, High Road, Trimley St Martin, Suffolk – ref AP/21/0009/REFUSE

Members considered the appeal statement submitted by the applicant and conclude that the comments which the PC had submitted at the time of the original application satisfactorily covered the matter.

12. To note the decision made by East Suffolk on road naming for The Lilacs

Members noted the decision that the roads on the main body of the development would be called Rosemary Way and Drewry Way respectively while the properties fronting the High Rd would be given the name Rivers Walk.

13. To receive a report from Cllr Smart on her attendance at the Green Print Forum online conference

Cllr Smart reported that the meeting had provided the opportunity to hear about some of the regional and local initiatives to restore and preserve habitats and promote connectivity. A more detailed report on the Green Print Forum annual conference had been circulated to members. Cllr Smart commented that one of the most striking elements of the event was the reported size of the gap between the general level of interest in environmental issues and the level of activity in the sphere.

14. To receive an update on the launch of the Parish Council Facebook Page and decide on procedure for dealing with messages received via FB Messenger

Cllr Corder reported that his work to create a Facebook page for the Parish Council had produced good results and residents were increasingly aware of the page. It offered the potential to provide residents with clear information and advice on where to find out more. Members agreed that the Clerk would produce a series of FAQs for the website which could be used, where relevant, as links to answer direct messages. This would include information on how to contact the district and county councillors. Questions which could not be answered by reference to information provided on the website would be acknowledged and passed to the Clerk to answer.

15. To receive recommendations from the footpaths working party on additions and improvements needed to establish safe walking and cycling routes from/through the village to key destinations, and to consider next steps including submission to the Major Sites and infrastructure Manager at East Suffolk Council

The Footpaths Working Party presented their proposals for a series of linked cycleways and footpaths. Members agreed that the next step would be for the Working Party to discuss the proposals with the Major Projects and Infrastructure Manager at East Suffolk. To that end, the Footpaths Working Party would ask for a meeting and submit a map showing the main proposals along with a written description of all the proposals.

16. To consider developing a mission statement for the Parish Council in order to facilitate a better understanding of the role of the Parish Council

It was agreed to develop a mission statement and that the remit of the working party to be established under item 10 above should be extended to include the task of making recommendations to the Parish Council on a suitable statement and, if appropriate, a series of objectives.

17. To receive a financial statement to 25 March 2021 and to consider adopting the use of scribe accounts from April for which there would be a one off set up fee of £197.00 and a monthly fee of £24.00.

Members received a financial report to 25 March. Two payments had been received: a repayment of £3531.08 by the Corporate Trustee to cover bills paid by the PC on behalf of the Trustee, and the final payment of the grant from East Suffolk (£9,225.00) to cover the installation of the pedestrian refuge. Payments to 25 March had been made as listed in the minutes of the March meeting. The reconciliation to 25 March was as follows:

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|--|--------------------|--|------|--|
| Reconciliation | | | | |
| As at 31/03/20 | | | | |
| Deposit Account | £ 38,586.02 | | | |
| Current Account | £ 24,563.87 | | | |
| | £ 63,149.89 | | | |
| | £ 63,149.89 | | | |
| Add Receipts to 25/03/2021 | 51,553.51 | | | |
| Total Available | £ 114,703.40 | | | |
| Less Expenditure to 25/03/2021 | £ 39,603.05 | | | |
| | £ 75,100.35 | | | |
| Unpresented Cheques | £2,775.90 | | | |
| | £77,876.25 | | | |
| | | | | |
| | | | | |
| Balance As at 25/03/2021 | | | | |
| Deposit Account | £ 61,624.50 | | | |
| Current Account | £16,251.75 | | | |
| | £ 77,876.25 | | 0.00 | |
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| Note that the value of CIL held within current balances is £12308.97 | | | | |
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Members agreed to adopt the use of Scribe accounts which were designed specifically to meet the needs of parish councils. This presented an opportune moment to end the practice of recharging the corporate trustee for items paid by the Parish Council in respect of their responsibilities in relation to the maintenance of the Memorial Hall and also to the grounds. The PC's responsibilities in relation to the Hall were set out in the terms of the lease drawn up between the PC and the Memorial Hall Management Committee.

18. To approve the following payments:

| Date | No | Name | In respect of | Amount | Power |
|------------|----|---------------------------------------|----------------------------|--------|--------------|
| 01 04 2021 | | C Ley | Clerk's salary | 630.05 | LGA1972 s112 |
| 01 04 2021 | | Revenue & Customs | Tax/Ni on clerk's salary | 121.81 | LGA1972 s112 |
| 01 04 2021 | | C Ley | Clerk's expenses for March | 40.39 | LGA1972 s112 |
| 06 04 2021 | | Suffolk Association of Local Councils | Subscription | 794.24 | LGA1972 s143 |

19. To note that the next meeting will be held on Tuesday 4 May 2021 and that will be the annual meeting of the Parish Council.

The date of the annual meeting was noted.

20. Close

The meeting closed at 21.27