

Minutes of the Meeting of Trimley St Martin Parish Council held remotely, via Zoom, on Tuesday 2 February 2021 at 7.30 p.m.

Present: Cllrs Anderson, D'arville, Owen, Parker, Rastrick, Rodwell and Smart and, from item 8, Cllr Corder

In addition ten members of the public attended the meeting.

1. To receive apologies for absence

There were no apologies for absence from parish councillors. County Councillor Bird has sent his apologies.

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 5 January 2021

The minutes of the meeting held on 5 January 2021 were approved as a true record.

5. Public Forum:

Cllr Bird had sent a report which covered the following points:

- A reminder of the telephone helpline numbers still in operation
- A summary of the ten projects which had been approved through the Suffolk 2020 fund.

Representations by members of the public were made as follows:

- a. A member of the public reported on a meeting which she had attended with Bidwells/MPC to discuss ideas around the creation of a community woodland. The meeting had also been attended by representatives of both Trimley St Martin and Trimley St Mary Parish Councils as well as a Trimley St Mary resident who had also approached Bidwells on the woodland topic. Bidwells' had taken a positive and enthusiastic approach to both woodland and green links and they had undertaken to provide further information on areas which they considered had the potential to be suitable for these uses.
- b. A member of the public summarized his concerns on the outline planning application for the land adjacent to Reeve Lodge which linked to the application currently under consideration by East Suffolk Council in relation to the land off Howlett Way. He expressed the wish to see assistance from the Parish Council in obtaining an independent traffic assessment and air quality analysis.
- c. A member of the public expressed her concerns about the implications of building on farmland

6. To consider an application from Andrew Corder to be co-opted to fill one of the longstanding vacancies on the Parish Council.

Andrew Corder was duly appointed to serve as a parish councillor. The Chairman welcomed Mr Corder to the Council.

- 7. To note that, as George Hinds is no longer a member of the Parish Council, a further vacancy has arisen. The formal notice has been displayed and if ten residents called for an election in respect of that vacancy then arrangements would be made.**

Members noted the position in relation to the vacancy arising following the disqualification by reason of non-attendance of George Hinds

- 8. To receive an update on the project being initiated by a member of the public to create a community woodland.**

Cllrs Rastrick and Smart reported on their attendance at the meeting with Bidwells/MPC to discuss community woodland issues. The enthusiasm of Bidwells and the prospect of the identification of potential locations for discussion at a future meeting were discussed. The desirability of including provision accessible to residents with disabilities was noted.

- 9. To receive an update on issues relating to parking at the Capel Hall Lane picnic site**

The Clerk reported that the local police had been asked to keep an eye on the site and Suffolk County Council Highways Department had been approached for guidance on improvements to signage and barriers which might reduce the problems being experienced.

- 10. To receive a report from Cllr Smart on her attendance at a training session on Public Rights of Way and Connections**

Cllr Smart reported on her attendance at the training session and had circulated a series of power point slides which had been used during the session. The existence of a safer cycling fund and Suffolk Growth Access fund were identified as being of particular interest.

- 11. To receive an update on the quiet lanes project**

Cllr Owen reported that she had submitted information to Quiet Lanes Suffolk on the number and location of signs which the PC had identified as being desirable. A questionnaire would be issued to residents via a leaflet for inclusion in the Parish Pump

- 12. To note that the Parish Council Planning Committee considered the outline planning application for the site adjacent to Reeve Lodge at their meeting on 20 January and submitted their comments to East Suffolk Planning with copies to the ward councillors. A copy of the comments has been placed on the Parish Council website.**

Members noted the current position and received a report from Cllr Rastrick that an opportunity has been offered for parish council representatives to meet East Suffolk Planning staff and Richard Kerry to discuss the sequencing, and possible options for forward funding of infrastructure in the villages. In addition a meeting with SCC Highways had been requested in order to understand the approach which they took to the evaluation of a developer's transport report

Concerns were expressed about the extent to which the developer's transport assessment and air quality report reflected the true impact of all committed developments in the vicinity. Members agreed that they would explore the possibility of seeking a review of the Transport Assessment, and Air Quality Report, submitted by Pigeon Investment Management. Members asked the Clerk to obtain further information on potential costs and discussed

setting a ceiling of £6,000 for the work, but resolved to revisit the matter at a further meeting when approximate figures were available.

13. To receive an update from the Footpath Working Party in relation to the display of the hand-drawn map.

Cllr Smart reported on the additional cost associated with fitting the display board adjacent to the noticeboard outside the Memorial Hall. In contrast the cost of the layout work was expected to be lower than originally estimated. Arrangements for the provision of a third display board were proceeding, and a licence had been obtained to allow for it to be positioned on Highways' land, but the need for the fitter to hold a streetworks accreditation to fit the board at this location - adjacent to the noticeboard on the Kirton Rd side of the footbridge - was a potential stumbling block and it was possible that the PC would have to place the job of fitting board three with another contractor.

14. To identify topics to be covered in the next edition of the Parish Pump and to consider arrangements for delivery in the light of the ongoing Covid restrictions
Topics identified for inclusion were:

- Quiet Lanes
- Representatives of the Allotment Committee had met with Flagship to talk about the boundary between the allotments and the Flagship development site.. Residents living near the site would be sent letters explaining more about the plans and providing a telephone number for questions and complaints, but Flagship had passed on a wealth of information which would be useful to include in the Parish Pump . members were reassured that all construction traffic would park within the compound and there was to be no pedestrian access to or from Mill Close except in the event of an emergency
- Community woodland

15. To receive a report from Cllr Smart on the most recent Disability Forum meeting

Cllr Smart reported on her attendance at the Disability Forum where topics had included car parking issues; the benefit of grandpads; basic tablets to help support elderly people; the difficulties presented by the covid 19 restrictions for people with visual impairments. The next meeting would be held at 2pm on 13 April and all were welcome to attend.

16. To consider a request from the Disability Advice Service for a charitable donation.

DAS had received a donation in June 2020 and thus no further donation could be made in the same year. In the light of the situation there was no further discussion of the item

17. To consider the appointment of SALC as Internal Auditors for 2020/21

Members agreed to confirm the appointment of SALC as internal auditors for 2020/21

18. To receive a financial statement to 25 January 2021

Members received a financial statement to 25 January 2021 and confirmed that the statement balance recorded in the reconciliation matched the balances shown on the bank statements. Expenditure against budget was lower than planned. Provision had originally been made for the full cost of the quiet lane designation to be met from the PC budget, but

following the allocation of funds at SCC level this allocation would not be used this year. Funds set aside for training and for IT equipment had not been spent.

Members agreed that it would be sensible to transfer sufficient funds from the current account to the deposit account to provide for the total of all earmarked reserves being held in the deposit account.

	A	B	C	D	E
1	Reconciliation				
2					
3	As at 31/03/20				
4	Deposit Account	£ 38,586.02			
5	Current Account	£ 24,563.87			
6		£ 63,149.89			
7				Unpresented cheques	
8		£ 63,149.89		300494 Goslings Farm	£ 47.90
9	Add Receipts to 25/12/2020	37,797.43			
10	Total Available	£ 100,947.32			
11	Less Expenditure to 25/12/2020	£ 19,899.87			£ 47.90
12		£ 81,047.45			
13	Unpresented Cheques	£47.90			
14		£81,095.35			
15					
16					
17					
18	Balance As at 25/11/2020				
19	Deposit Account	£ 38,624.50			
20	Current Account	£42,470.85			
21		£ 81,095.35			
22					
23					
24					
25					
26	Note that the value of CIL held within current balances is £12308.97				
27					
28					

19. To approve the following payments:

Date	No	Name	In respect of	Amount	Power
04 02 2021		C Ley	Clerk's salary	584.25	LGA1972 s112
04 02 2021		Revenue & Customs	Tax/NI on clerk's salary	108.00	LGA1972 s112
04 02 2021		C Ley	Clerk's expenses for January	40.39	LGA1972 s112
04 02 2021		C Ley	Repayment of licence fee paid by Clerk online to SCC	100.00	Local Govt misc Provs Act 1976 s19
04 02 2021		Simon Jones	Maintenance of roundabout and beds, hedge cutting and tidying at Memorial Hall. 2 contracts Aug to Oct 20	804.40	Highways Act 1990 s96 and LGA 1972 s133

In addition members gave their approval for the payment of three significant bills likely to fall due for payment, before the March meeting. These were:

Trackside Fencing	repairs and extension of fencing behind Memorial Hall	£1015 (E)
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Bayfields	Fixed wiring test	£828 (E)
Labelcraft	Design layout, printing of tray signs and supply and fit 2 boards plus supply of a 3rd board the fitting of which might need to be placed with another contractor	In range of £2000 to £2250

20. To note that the next meeting will be held on Tuesday 2 March 2021 and identify matters for consideration.

Members noted the date of the next meeting. Items identified for the agenda were:

- Update on highways issues including the outcome of the report to Highways England on the potential danger arising from the badly damaged fencing between the High Rd and the A14.
- The arrangements for the Parish Meeting

21. To exclude public and press in accordance with the Public Bodies (Exclusion from Meetings) Act 1960 in view of the confidential nature of the business to be transacted

There were no public or press in attendance at this point in the meeting

22. To review the salary of the Clerk.

Members reviewed the salary of the Clerk and agreed that scale point 12 should apply from 1 February 2021

23. Close

The meeting closed at 21.18