

A Meeting of Trimley St Martin Parish Council will be held at the Trimley St Martin Memorial Hall on Tuesday 1 June 2021 at 7.30 p.m. The agenda is set out below.

Caroline Ley, Parish Clerk

26 05 2021

IMPORTANT

- Due to social distancing restrictions which require two metre distance between meeting participants, space within the Hall is currently limited. The maximum number of members of the public who can be safely accommodated is limited. To allow for the fact that some councillors may require tables, a ceiling on public attendance will be set at 15 individuals – this significantly exceeds the usual level of attendance.
- Members of the public wishing to attend are asked to inform the Clerk by noon the previous day in order that a record may be maintained of those in attendance – parishclerk@trimley-st-martin.org.uk
- Because of the difficulties associated with the pandemic, members of the public preferring not to attend may submit questions in writing beforehand. These should be emailed to the Clerk to arrive by Noon on Monday 31 May
- Members of the public wishing to attend are encouraged to take a lateral flow test in advance of the meeting: [Regular rapid COVID-19 testing in Suffolk if you don't have symptoms | Suffolk County Council](#)
- Please do not attend if you feel unwell or have any symptoms of covid
- Attendees are asked to use the hand sanitiser on arrival and keep socially distanced throughout the meeting.
- Face coverings should be worn throughout the meeting
- Residents requiring a drink of water must bring their own. Any drinks, water bottles, papers, pens etc must be taken away again at the end of the meeting. Papers and pens should not be shared.
- Windows will be kept open during the meeting to increase ventilation
- All attendees should leave through the fire exit

- 1. To receive apologies for absence**
- 2. For councillors to declare any interests in matters on the agenda.**
- 3. To receive and determine requests for dispensations**
- 4. 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**
- 5. To approve the minutes of the meeting held on 4 May 2021**
- 6. 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.
- 7. To consider making observations on the following planning application:**
DC/21/0932/FUL: 5m x 5m extension made of wood, double glazed windows and bi-fold door, at the rear of the property, Wayside Grimston Lane Trimley St Martin Suffolk IP11 0SB
- 8. To receive a report from Cllr Rastrick on the options for a community woodland**
- 9. In the light of concerns expressed about the use of residential property for retail purposes, to consider referrals of instances where this has occurred without planning permission to the East Suffolk Planning Enforcement team**
- 10. To note the completion of the internal audit, consider the recommendations, agree accounts for 2020-2021 and to receive, agree and sign the Annual return for 2020-21**
 - A. To note the completion of the internal audit and consider the recommendations**
 - B. To agree the accounts for 2020-21.**

C To agree the governance statements on the Annual Return

D. To receive, agree and sign the Annual Return for 2020-21

11. To confirm the appointment of the Clerk as Responsible Financial Officer

12. To receive feedback on the May ASB meeting from Cllr Rastrick

13. To receive an update on Transport and Highways Issues from Cllrs Anderson and D'arville (excluding Quiet Lanes which will be dealt with at item 14 below)

14. To receive an update from Cllr Owen on Quiet Lanes

15. To receive feedback on the LALC meeting

16. To note the current CIL holding, and expected receipts from the development of the site opposite the Hand in Hand, and to consider developing plans for CIL expenditure

17. To consider requests for assistance from the following applicants in accordance with the Parish Council's Grants and Donations Policy:

- Disability Advice Service
- St Elizabeth Hospice

18. To identify items for inclusion in the Parish Pump

19. To receive a financial statement to 25 May 2021 and to consider a move to online banking

20. To Approve the Following Payments

Date	No	Name	In respect of	Amount	Power
01 06 21		C Ley	Clerk's salary	£628.25	LGA1972 s112
01 06 21		C Ley	Clerk's Expenses	£81.68	LGA1972 s112
01 06 21		Revenue & Customs	Tax on clerk's salary	£122.92	LGA1972 s112
01 06 21		Simon Jones Landscapes	Landscape maintenance a) roundabout and beds and b) Memorial Hall Grounds (2 invoices on one cheque)	£804.40	Highways Act 1990 s96 And LGA1972 s133
01 06 21		CPRE	subscription	£36.00	LGA1972 s111
01 06 21		Yvonne Smart	Chairman's Allowance	£350.00	Local Authorities (Members Allowances) (England) Regs 2003

21. Items for consideration at next meeting

22. Close