

The Annual Meeting of Trimley St Martin Parish Council will be held at Trimley Memorial Hall on Tuesday 3 May 2022 at 7.30 p.m. The agenda is set out below.

**Caroline Ley, Parish Clerk
26 04 2022**

1. To elect a Chairman and a Vice-Chairman

- i. To elect a Chairman for the Council year 2022/23
- ii To elect a Vice-Chairman for the Council year 2022/23

2. To receive apologies for absence

3. To receive declarations of interest

For councillors to declare any interests in matters on the agenda.

4. To receive and determine requests for dispensations

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 5 April 2022

6. To welcome Carly Small, newly appointed Parish Clerk

7. 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

8. To Review the Delegation Arrangements to, and Terms of Reference for, the Planning and Personnel Committees and Delegation Arrangements to the Clerk

9. To Appoint Members to the Following Committees

- a) Planning Committee
- b) Personnel Committee
- c) Appeals Committee

10. To appoint councillors to act as link representatives with special interest in:

- a) School liaison (1)
- b) Transport and highways issues (2)

11. To appoint members to the following working parties

- a) Footpath/cycleway, river, tree and hedgerow working group
- b) communications working group
- c) photographic exhibition task and finish group

12. To review the Council's representatives on external bodies and arrangements for reporting back:

- a) Memorial Hall Management Committee (2);
- b) Poor's Charity Trustees (1)
- c) Port of Felixstowe Local authority Liaison Committee (2)
- d) District Council/Police ASB Group (1)
- e) Freight Quality Partnership group (1)
- f) Felixstowe Peninsula Community Partnership (1) plus a reserve

13. To review Standing Orders and Financial Regulations
14. To review the Council's subscriptions to other bodies
15. To determine the time and place of ordinary meetings of the full Council up to and including the next Annual Meeting of the full Council
16. To consider the adoption of the revised model Code of Conduct prepared by the Local Government Association
17. To decide on a response to planning application DC/22/1253/FUL: dropped kerb to access off road parking in the front garden at 268 High Road, Trimley St Martin, Suffolk, IP11 0RG.
18. To receive an update on Highways matters
19. To receive an update on the arrangements for the photographic exhibition.
20. To receive an update on the provision of seating by the Jubilee Oak
21. To receive a report on the April meeting of the Felixstowe Community Partnership
22. To note that a short stretch of fencing between the Memorial Hall car park and the footpath leading to Goslings Way is in need of maintenance.
23. To receive a financial statement to 25 04 2022
24. To approve the following payments
Note that, in addition to those payments listed as to be made in the minutes of the meeting held on 05 April 2022, further payments in respect of routine or otherwise previously approved expenditure were made as shown in the first table below::

Date	No	Name	In respect of	Amount	Power
21 04 2022		Currys PC World	MS Office 365	130.78	LGA1972 s111
30 04 2022		C Ley	Clerk's salary	610.05	LGA1972 s112
30 04 2022		C Small	Clerk's Salary	To be confirmed	LGA 1972 s112
30 04 2022		Trimley Methodist Church	Hire of hall for meeting	27.00	

Payments to be made

Date	No	Name	In respect of	Amount	Power
06 05 2022		Revenue & Customs	Tax & NI on clerk's salary	To be confirmed	LGA1972 s112
04 05 2022		C Ley	Clerk's Expenses	To be confirmed	LGA1972 s112
04 05 2022		C Ley	Refund of payment made for incoming clerk's printer and mobile 'phone	£209.98	

25. Items for consideration at next meeting
26. Close