

**Minutes of the Meeting of Trimley St Martin Parish Council held remotely, via Zoom, on Tuesday 3 November 2020 at 7.30 p.m.**

**Present: Cllrs D'arville, Owen, Parker, Rastrick, Rodwell and Smart**

**Also Present: County Councillor Bird and two members of the public**

**1. To receive apologies for absence**

There were no apologies for absence from parish councillors. District Cllr Allen sent apologies as did Maggy Moore of Flagship Housing

**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 in which they had a pecuniary interest.

**4. To approve the minutes of the meetings held on 6 October 2020**

The minutes of the meeting held on 6 October 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 Councilor Bird provided an update on the Suffolk 2020 fund. To date three projects had been approved:

- £228,000 primarily for increased tree-planting (further details to follow)
- £300,000 for the installation of vehicle charging points
- £235,000 for Quiet Lanes

In the light of the latest Covid 19 lockdown the County Council had reopened the Home but Not Alone line; their advice and support service was also up and running.

**6. To consider the appointment of a member to act as an occasional reserve if Cllr Smart is unable to attend a meetings of the Felixstowe Peninsula Community Partnership.**

It was agreed that Cllr Parker would take up the role of reserve representative at meetings of the Felixstowe Peninsula Community Partnership.

**7. To consider proposals put forward by Flagship Housing association for the naming of roads on the forthcoming development between Mill Lane and Seamark Nunn.**

The street names suggested by Flagship Housing - Rivers Way, Navigator Close, Kirby Way, Alston Close and Drewry Way – were all considered

acceptable. Members were pleased to note the local links reflected in these names.

**8. To decide on a response to planning application DC/20/4212/FUL for a two storey side extension and 2 metre high garden wall at 35 Mill Lane.**

Members objected to the application on the grounds that a 2 metre garden wall would be overbearing and out of keeping with the immediate locality.

**9. To receive an update relating to the expectation that an outline planning application in respect of land adjacent to Reeve Lodge may shortly be submitted to East Suffolk Council**

Pigeon had notified their intention to bring forward an outline planning application as soon as possible. Public engagement would take place beforehand and a broad outline of what would be presented to the public had been provided to five members who had attended a virtual presentation by Rob Snowling of Pigeon Investment Management accompanied by Jo Fellowes of Suffolk County Council. Members discussed what they had heard and took the view that the land available for building appears insufficient for 150 dwellings and associated parking provision for residents and visitors. Members asked the Clerk to notify Pigeon of these concerns and to raise several specific questions about the proposals.

**10. To note developments in relation to quiet lanes and consider whether to apply for Capel Hall Lane to be included in the application following the decision by Kirton & Falkenham PC to apply in respect of Brook Lane and Back Lane (these lanes are, in effect, a continuation of Capel Hall Lane)**

Members agreed to add Capel Hall Lane to their application for Quiet Lane registration.

**11. To consider the three consultations being undertaken by East Suffolk Council and, in respect of each, if the decision is to respond as a council, to agree the terms of a response.**

**a. Draft statement of community involvement**

**b. Cycling and Walking Strategy**

**c. Recreational Disturbance Avoidance and Mitigation Strategy**

Members considered the draft Statement of Community Involvement and agreed to limit their comments to an expression of concern that the statement might not sit comfortably with change proposed in the Government White Paper; "Planning for the Future".

Specific potential improvements were identified to be included in the response to the Cycling and Walking Strategy as well as a broad suggestion that a detailed review of cycle routes around the village should be called for in order to meet the growing needs of the village arising out of future planned development.

Members resolved not to submit a response on the Recreational Disturbance and Mitigation Strategy.

**12. To receive an update from the Footpaths Working Group on the footpaths map project**

Cllr Smart reported that the group had not met since the last Parish Council meeting. The graphic designer was preparing a rough draft as a first step. It would be important to ensure that the map was not cluttered; however landmarks, refreshment venues and dog bin locations would be identified. The texts would cover points of interest and refer users to the website for further information and for details the recommended walks being drawn up by Alison and David Vickers. The Clerk would forward copies of the ESDC and SCC logos which needed to be included in acknowledgement of grant aid assistance.

**13. To receive an update on the replacement tables for the Capel Hall Lane picnic site.**

The tables had been ordered and would be installed at the site by the supplier. It was expected that they would be in place within a matter of weeks

**14. To note that during 2020, several small areas of amenity land in the village which were in private ownership, have been offered for sale by auction and to consider whether to explore the possibility of purchasing land for the parish if and when further plots come up for sale.**

Members noted the difficulties which had arisen with some areas of amenity land and agreed that they would be prepared to consider the possibility of future purchase but only after considering each individual case on its merits. A small reserve would be set aside in 2021/22 to ensure that funds could be made available should the need arise.

**15. To Review Standing Orders**

Members reviewed and approved Standing Orders

**16. To note the conclusion of the external audit and any recommendations made**

Item deferred as the report had not been received by the date of the meeting.

**17. To consider a request to pursue the installation of speed bumps along St Martins Green (item deferred from the October meeting)**

Members noted the information provided by Suffolk County Council. It was clear that SCC would consider speed bumps in only the most limited of circumstances in the light of which members agreed that the matter should not be pursued further

**18. To consider purchase of a Christmas tree to be situated outside the Memorial Hall**

Members agreed that a Christmas tree should be purchased in line with usual practice.

**19. To consider estimates for repairs to fencing at the Memorial Hall**

Members agreed that the estimate submitted by Trackside Fencing should be accepted

**20. To receive a financial statement to 25 October 2020**

Members received a financial statement covering reconciliation and outturn against budget. Two payments had been received: the second instalment of the precept (£15,637.50) and the grant for the purchase of the replacement picnic tables (£1444.00).

ITEM	Proposed Budget 2020/21	Spend to Date Net of VAT)	Recharge to corp Trustees	Recharge to neighbouring parishes	Spend less Recharge	Percentage Spent
Clerk's salary & expenses	9,250	5,159.46				55.78
General expenses	3,000	269.88				9.00
Audit Fees	850	280.00				32.94
Insurance	550	1,317.26				239.50
Clerk Training	300					0.00
Councillor Training	1,200					0.00
Chairman's Allowance	350	350.00				100.00
Subscriptions	825	812.76				98.52
Grants/Donations/Sec 137	1,500	500.00				33.33
Bus Shelter Cleaning	700					0.00
Flower Beds & Roundabout etc	3,000	878.95				29.30
Parish Pump	750	268.00				35.73
Memorial Hall Corp Trustees	3,500	2,000.00				57.14
Neighbourhood or Parish Plan	1,000					0.00
Computer Equipment	1,000					0.00
Quiet Lanes Designation (subject to grant aid)	5,000					0.00
	<b>32,775.00</b>	<b>11,836.31</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>

A	B	C	D	E	F
Reconciliation					
As at 31/03/20					
Deposit Account	£ 38,586.02				
Current Account	£ 24,563.87				
	£ 63,149.89				
			Unpresented cheques		
	£ 63,149.89				
Add Receipts to 25/09/2020	37,797.43				
Total Available	£ 100,947.32				
Less Expenditure to 25/09/2020	£ 12,057.29				
	£ 88,890.03				
Unpresented Cheques					
	£88,890.03				
Balance As at 25/09/2020					
Deposit Account	£ 38,624.50				
Current Account	£ 50,265.53				
	£ 88,890.03				

**21. To approve the following payments:**

Date	N O	Name	In respect of	Amount	Power
03 11 20		C Ley	Clerk's salary	£584.25	LGA197 2 s112
03 11 20		Revenue & Customs	Tax/NI	108.00	LGA197 2 s112
03 11 20		C Ley	Clerk's expenses for Oct (includes donation to RBL for remembrance day wreathes (38.00), monthly Zoom cost (14.39) and renewal of the web hosting service for another year (60.00)	138.39	LGA197 2 s112
03 11 20		SALC	Clerk's attendance at planning seminar	30.00	LGA 1972 s112

**22. To note that the next meeting will be held on Tuesday 1 December 2020 and identify matters for consideration.**

Noted: items for inclusion in the budget for 20/21 would be discussed at the December meeting.

Charitable donation requests would also be considered at the meeting in line with the donations policy.

**23. Close**

The meeting closed at 20.55