

Minutes of the Meeting of Trimley St Martin Parish Council held at the Trimley St Martin Memorial Hall on Tuesday 2 November 2021 at 7.30 p.m.

In attendance: Cllrs Aguilar-Gomez, Anderson, D'arville, Owen, Parker (from item 5), Rastrick, Rodwell and Smart.

Also in attendance: County Councillor Bird; District Councillor Richardson and five members of the public

1. To receive apologies for absence

There were no apologies for absence

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

There were declarations of interest

3. 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

There were no requests for dispensations

4. To approve the minutes of the meeting held on 05 October 2021

The minutes of the meeting held on 5 October were approved and signed as a true record

5. Public Forum including County and District Councillor Reports and Public Question Time

County Councillor Bird reported on the County Council budgeting process: the impact of meeting the authority's statutory obligations and the limited scope for increasing council tax. Cllr Bird also reported on the impact of the Freeport which was scheduled to go live in January and forecast to create 13,500 new jobs over 25 years.

Cllr Richardson reported that he had been invited to meet with Daniel Hayman of Meeting Place communications to receive an update on matters on the Trimley Estate.

A member of the public noted the establishment of a working party to consider the possibility of an extension to the Memorial Hall and asked whether the working party had assessed the need for an extension and whether any assessment had been carried out on the attendant loss of parking spaces. Members responded that they were at the stage where ideas were being explored and they would be evaluating the need for additional space, and the impact of any change, especially in the light of forthcoming expansion in the village.

A member of the public expressed concern about the volume of traffic on the High Road and asked about the nature of road works along the approach to the A14 northbound and received the explanation that the works were to deal with the fallen fencing opposite the junction with Morston Hall Rd.

6. To record the Parish Council's condolences on the death of Rosemary Gitsham, former village recorder

Members expressed their condolences on the death of Rosemary Gitsham. Rosemary had made a considerable contribution to the community and her interest and involvement would be very much missed.

7. To decide on suitable locations within the village for two chat benches and to consider dedicating one of those benches to the memory of Rosemary Gitsham

Members agreed that permission would be sought for benches to be positioned on the play area at the end of Goslings Way and near Loompit Lake overlooking the foreshore. In the event of permission being refused for either or both of these venues permission would be

sought for a bench to be positioned on the grassed area, adjacent to the footpath from Cavendish Road to the High Rd.

It was agreed that a bench would be dedicated to the memory of Rosemary Gitsham, and a suggestion was made that this could be the bench destined for the play area. Until it was known whether permission would be given for the suggested bench locations the arrangements could not be finalised. Enquiries would be made to establish whether or not a bench could be engraved with the dedication rather than via an attached plaque.

8. To receive an update from Cllr Owen on issues raised in relation to parking and safety in the vicinity of Trimley St Martin School

Cllr Owen reported that she had made contact with the school and expected that a date for a meeting would be set shortly

9. To receive an update on Transport and Highways Issues

Cllr Anderson advised members that there was little to report beyond the repairs to the fencing opposite the junction of Morston Hall Rd with the High Rd. Members agreed that the problem of speed through the village would be revisited in January

10. To receive feedback from Cllr Smart on the most recent meeting of the Felixstowe Council for Sport and Recreation

Cllr Smart reported on the meeting of the Felixstowe Council for Sport and Recreation which had included an update on the proposals for the new leisure centre. It had been noted at that meeting that the table tennis club had relocated from the Trimley Sports and Social Club to the Conservative Club in Felixstowe.

11. To receive an update from Cllr Smart /Rastrick on the response of Bidwells to a request initiated by a local resident for land to be allocated for the establishment of a community woodland.

Cllr Rastrick explained that there was little news to report. Bidwells had indicated their broad support for tree planting on the Trimley estate. The matter would be mentioned again at the next update meeting with Bidwells.

12. To receive an update from Cllr Owen on any progress made on signage for the Quiet Lanes

Cllr Owen reported that the Quiet Lanes Group was currently extremely busy with the preparations for the wave three councils. No signs had been delivered as yet, but she would seek a further update on the position.

13. To consider options for replacement of the image displayed on the village sign at the junction of St Martin's Green and the High Rd.

Members agreed that the ideal would be to restore the 1977 design by Robin Trameseur to the sign if it proved possible to obtain a satisfactory image from the limited photographs available. The potential to use a more robust base for the image, such as resin or fiberglass, would be investigated.

14. To consider how the Queen's platinum jubilee might best be marked by the Parish Council

Restoration of the village sign design from the year of the silver jubilee would be one way in which the platinum jubilee would be marked. In addition Cllr Owen would discuss with the headteacher of Trimley St Martin Primary School how the PC might engage with the children of Trimley St Martin in marking the jubilee.

15. To agree a response to the Suffolk County Council lorry review survey by identifying the three most important issues associated with lorry movements in their community

Members identified three locations of concern in respect of which the survey would be completed:

- Trimley St Martin High Rd on those occasions when it was used as an A14 diversion route which led to road and verge damage and concerns about safety and about air quality
- The Felixstowe bound on-slip at junction 59 of the A14 where reluctance to move to the right hand lane on the part of HGV drivers created problems for drivers joining the A14
- Howlett Way where the volume of lorries using the road raised concerns about air quality and excess speed

16. To identify priorities for spending in 2022/23

In addition to routine expenditure, members agreed that provision would be included in the budget for:

- the creation of a welcome pack for new residents
- a sum to cover activities to mark the platinum jubilee of Her Majesty The Queen
- the appointment and training of a new clerk including a period of overlap with the outgoing clerk.

17. To receive a financial statement to 25 October 2021 including an up to date summary of the CIL holding

Members had received a copy of the outturn against budget (previously circulated) copies of bank statements and details of payments and receipts were available for inspection at the meeting. The reconciliation statement was checked and signed. A further payment of CIL amounting to £16,021.67 had been received. This was the first instalment for the Poppyfield Green development and brought the total holding to £64,381.73 of which £880 was already committed. The full schedule of payments had been previously circulated:

Received	Amount	Spend By
October 2017	2019.41	October 2022
October 2018	2019.41	October 2023
April 2019	7584.45	April 2024
October 2019	685.90	October 2024
April 2021	35870.89	April 2026
October 2021	16201.67	October 2026
Total	£64,381.73	

18. To note the following payments made.

Members noted that the payments in the first table had been made and approved the payments in the second table for payment.:

Date	Name	In respect of	Amount	Power
18 10 21	Labelcraft	Installation of footpath map noticeboard outside Roselea	144.00	Local Govt (misc Provisions) Act 1976 s19
31 10 21	C Ley	Clerk's October salary	628.25	LGA1972 s112

and to approve the following payments to be made:

03 11 21	C Ley	Clerk's expenses (includes 123 Reg email renewal)	87.45	LGA 1972 s112
03 11 21	HM Revenue & Customs	Tax on clerk's salary	122.92	LGA1972 s112
03 11 21	H Rodwell	Refund of expenditure on Christmas Tree lights	41.98	LGA 1972 s137

19. Items for consideration at next meeting

The next meeting would be held on Tuesday 7 December. The Christmas tree lighting-up ceremony and carols would take place at 6-15 pm. but the festivities were expected to be complete in time for the PC meeting to start at the usual time of 7.30 p.m. Additional items identified for discussion were:

- Charitable donation requests
- A request to consider the provision of a community noticeboard

20. 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

The press and public were excluded in accordance with the Public Bodies (Exclusion from Meetings) Act 1960 in view of the confidential nature of the business to be transacted

21. In preparation for advertising the Clerk's post, to review the job description and decide upon the starting salary to offer.

Members agreed revisions to the job description. A salary would be offered in the range of scale point 18 to 23 with the expectation that the new clerk/RFO would start at point 18. The job would be offered at 20 working hours per week. The possibility of splitting the post, separating the duties between a clerk and RFO, and allocating hours proportionately, would be considered if the combined post failed to attract interest. The post would be advertised around the turn of the year with a view to a start date by the end of March thus enabling a three months overlap with the current clerk.

22. To consider solicitor's advice relating to the status of the land immediately to the rear of the Memorial Hall and decide on next steps

Members agreed to proceed as advised by solicitors.

23. Close

The meeting closed at 9.33 pm.