

Minutes of the Meeting of Trimley St Martin Parish Council held remotely, via Zoom, on Tuesday 6 October 2020 at 7.30 p.m.

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

Also present: County Cllr Bird and two members of the public.

1. To receive apologies for absence

An apology for absence had been received from Cllr Anderson

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 have a pecuniary interest

4. To approve the minutes of the meetings held on 1 September 2020

The minutes of the meeting held on 1 September were approved as a true record

5. Public Forum:

County Councillor Bird provided an update on the Boundary Commission Review. He also drew attention to the Suffolk Advice and Support Service Helpline (SASS) 0800 068 3131 which had been set up to provide help to access information or support relating to debt, benefits, housing or employment in response to the financial impact that Covid-19 has had, and continues to have, on people across Suffolk. Information on this would be added to the Parish Council website.

6. To note that the Suffolk Coastal Local Plan was adopted by East Suffolk Council on 23rd September

Members noted that the Suffolk Coastal Local plan had been adopted by East Suffolk Council on 23rd September

7. To nominate a trustee to join the Poor's allotment trustees

Cllr Parker was nominated to undertake the role of nominative trustee to the Poor's Allotment Trust.

8. To note developments in relation to quiet lanes and agree next steps

Members noted that Quiet Lanes Suffolk had been successful in obtaining grant funding from SCC as a result of which they were now in a position to support to parishes to designate Quiet Lanes. Trimley St Martin's interest in pursuing a quiet lane designation in respect of Thorpe Lane and Grimston lane had been recorded and further guidance would be provided by Quiet Lanes Suffolk on the arrangements which needed to be made in respect of public consultation and traffic surveys. Cllr Owen kindly agreed to act as lead volunteer

9. To consider the recommendations of the Footpaths Working Group in relation to the display of two maps showing the village footpaths

Members approved the recommendations of the Footpaths Working Group. The Clerk would place an order with the designer once the necessary preliminary discussions had taken place between the Working Group and the designer. The locations selected for the noticeboards were on the picnic site and beneath the tree which is situated at the front of the Hall near the boundary with the Sports and Social Social Club.

10. To note the success of the Parish Council's application for a grant of £1444 from District Cllr Richard Kerry's Enabling Communities budget in order to cover the cost of replacement tables for the Capel Hall Lane picnic site.

Members wished to record their thanks to Cllr Kerry for making it possible to replace the picnic tables. The broken down tables had been removed from the site and the Clerk would now arrange for the replacements to be ordered. Funding would be sought from the play and sport fund for a replacement for the bicycle stand.

11. To consider the PC's contribution to the NALC response to the Ministry of Housing, Communities and Local Government white paper entitled "Planning for the Future"

Members agreed on their contribution to the NALC response on Planning for the Future. A copy would be placed on the website.

12. To note the conclusion of the external audit and any recommendations made (subject to the report being received by the date of the meeting)

Item deferred as the report had not yet been received

13. To note that Trimley St Mary PC have identified problems with overhanging branches and undergrowth which may inconvenience equestrian users of the bridleway from Thurman's Lane to Capel Hall Lane. To consider asking the footpaths working party to:

- a. identify the specific location of any problems on the Trimley St Martin section of the path
- b. to refer significant problems to the County Council PRow team via the Highways Reporting tool in the usual way
- c. and, if necessary, to make further recommendations to the Parish Council.

Members noted that they had not received any representations from parish residents about the bridleway. It was known that the interests of many local equestrians were represented by Orwell Tracks and the organiser was understood to liaise regularly with local landowners over bridleway issues. If this local liaison did not produce results it would be appropriate to raise the matter with the PRow team at Suffolk County Council. If the PRow team identified a problem which required attention they would then go on to contact the landowner. It was not considered appropriate for the Parish Council to carry out work on land which was in private ownership.

14. To consider the following requests:

- a. To pursue the installation of speed bumps along St Martins Green;
- b. To pursue fencing of the open green area between St Martins Green and Meadow Close in order to make the area safer for children to play and to reduce the risk of illegal encampments;
- c. To install two signs, one on Grimston Lane and the other on Thorpe Lane, to warn drivers of the likely presence of pedestrians.

Item a) Item deferred pending response from SCC Highways to request for information.

Item b) No reports of incidents involving danger to children had been presented. Access via the street boundary of the site had to be maintained for emergency vehicles and was needed on occasion for removal vans etc. In the circumstances fencing would not be a viable option.

Item c) In the light of the intention to seek Quiet Lane status for Grimston Lane/Thorpe Lane members resolved not to pursue this proposal. It would be reconsidered if Quiet Lane status was not achieved.

15. To consider the arrangements to mark Remembrance Day

Covid restrictions permitting, Cllr Rodwell would represent the Parish Council at the Church service on Remembrance Sunday. On behalf of the Council she would lay a wreath at the War Memorial and then go on to lay a second wreath at the peace sign outside Reeve Lodge.

16. To consider repairs to fencing at the Memorial Hall

Members agreed that the fencing around the bin enclosure should be repaired. In addition, the Clerk would obtain quotations for a 1 metre high post and rail fencing to replace the knee rail fencing between the old tennis court and the rear carpark.

17. To receive a financial statement to 25 September 2020

Members received a financial report to cover the period to 25 September.

It was noted that the budgetary provision for quiet lanes, which had been expected to be obtained via grant from the Play and Sport fund, was unlikely to be required as the majority of the costs could be met through the grant funding obtained by Quiet Lanes Suffolk.

The reconciliation and the outturn against budget were presented. There had been no receipts in the month to 25 September

Reconciliation		
As at 31/03/20		
Deposit Account	£ 38,586.02	
Current Account	£ 24,563.87	
	£ 63,149.89	
	£ 63,149.89	
Add Receipts to 25/09/2020	20,715.93	
Total Available	£ 83,865.82	
Less Expenditure to 25/09/2020	£ 10,872.63	
	£ 72,993.19	
<u>Unpresented Cheques</u>		
	£72,993.19	
Balance As at 25/09/2020		
Deposit Account	£ 38,624.50	
Current Account	£ 34,368.69	
	£ 72,993.19	
Note that the value of CIL held within current balances is £12308.97		

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	4,310.86				46.60
General expenses	3,000	131.00				4.37
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	95.00				12.67
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
	32,775.00	10,675.83	0.00		0.00	0.00

18. To approve the following payments:

The following payments were approved:

Date	No	Name	In respect of	Amount	Power
06 10 20		C Ley	Clerk's salary (note: includes national salary award of 0.28p per hour for agreed scale point with arrears effective from award date of 01 04 20)	657.25	LGA1972 s112
06 10 20		Revenue & Customs	Tax/NI	133.07	LGA1972 s112
06 10 20		C Ley	Clerk's expenses for September (includes renewals of PC's domain and email arrangements with 123Reg both of which have to be paid electronically)	101.84	LGA1972 s112
06 10 20		David Friend Heating	Boiler service – Memorial Hall	102.00	LGA 1972 s133
06 10 20		Flyer Press	Printing of Parish Pump and flyer	173.00	LGA1972 s142

19. To note that the next meeting will be held on Tuesday 3 November 2020 and identify matters for consideration.

Noted. Purchase of a Christmas tree for display at the front of the Memorial Hall to be included on the agenda

20. Close

The meeting ended at 20.31