

MINUTES v1.0

Trimley St Mary Parish Council Meeting 7th September 2022

MINUTES FOR THE TRIMLEY ST MARY PARISH COUNCIL MEETING

7TH SEPTEMBER 2022 WEDNESDAY 07:30pm

TRIMLEY WELCOME HALL, TRIMLEY HIGH ROAD

Public Open Forum

Reports from County and District Councillors, Public Participation Session and Members Questions on these items

There were two members of the public present at the meeting.

1. OPENING

1.1 Welcome and opening comments from the Chair

The Chair welcomed Nicky Dunn as the new Parish Clerk. Thanks were given to Debbie Cooper the Locum Clerk for her ongoing support for the last few months.

There were no questions from the Public Open Forum.

Stuart Bird had submitted his update by email.

1.2 In attendance

Andrew Tetley (Chair), Colin Jacobs, Lynn Beal, Susan Ring, Bryan Frost, Gareth Prosser.

1.3 Apologies for absence

David Southgate.

1.4 Approval of absence

1.5 Members' declarations of pecuniary and non-pecuniary interest

All Councillors as Trustees.

1.6 Consideration of requests for dispensations

2. MINUTES:

2.1 To agree the Minutes of the meeting held on Wednesday 6th July 2022

The minutes of the meeting held on 6th July were proposed and approved.

3. PARISH COUNCILLORS' REPORTS:

3.1 To receive any Parish Councillor Reports

- Bryan Frost on behalf of the Parish Council attended the Bus Service meeting. No actions.

MINUTES v1.0

Trimley St Mary Parish Council Meeting 7th September 2022

- Colin Jacobs reported that two bins at Stennetts Playing Field have been vandalised. Norse to repair.

- Lynn Beal reported that the two Chat Benches are being installed on Tuesday 13th September at 09:30. A photoshoot will be arranged.

No further reports.

4. ITEMS FOR DISCUSSION

4.1 Concerns were expressed that the designs for the Thurman's Lane safety scheme might not be seen before they are actioned.

Action: Parish Clerk to write to Stuart Bird requesting sight of designs before they are approved.

Action: Lynn Beal to organise Jo Hunt to do an additional verge cut. This was proposed and seconded and agreed.

4.2 Gareth Prosser updated the Parish Plan progress. Suffolk County Council has advised that the Parish Council needs to obtain a Street Furniture Licence for replacement signs. Gareth Prosser proposed that £200.00 is ring-fenced for the design of the signs and planter, this was agreed.

Parking in New Road continues to be an issue. Gareth Prosser will invite Mick Richardson to the September Parish Plan Meeting online.

4.3 October Spotlight update includes an update on Welcome Hall, Allotments, introduced Nicky Dunn and thanked Debbie Cooper.

Note: Magazine content deadline has changed to 5th of month.

Action: All to consider content for November and drop an email to Lynn Beal to meet the 5th October deadline.

4.4 Lynn Beal suggested removing 'Lasting Memory' Tribute from future agenda to be discussed via email.

4.5 Lynn Beal hasn't had a definitive answer from Labelcraft regarding the Map Boards. All agreed to use a similar design to Trimley St Martin, same art work and to go for White. There will be four signs; Village Green, near Bus Shelter, by the school and on Cordy's Lane. The Parish Council agreed to fund the Map Boards estimated up to £5,000.00 which includes all boards and installation, agreed.

Action: Lynn Beal to work with Labelcraft to deliver the Map Boards.

Action: Parish Clerk to write to Robin Hill at Bidwells asking for permission and location placement of the SearsonsFarm/Cordys Lane site.

4.6 Following the appointment of the Tree Warden, Jo Ford, an email address has been set up.

MINUTES v1.0

Trimley St Mary Parish Council Meeting 7th September 2022

treewarden@trimleystmary-pc.gov.uk

Action: Parish Clerk to check BHIB Public Liability and cover for the warden doing their duty.

4.7 There was a short discussion about ongoing works on the Footbridge completion date and potential for crossover with this work and the Flatbed work commencement.

Action: Bryan Frost on behalf of Trimley St Mary Parish Council to email Charles Baker of Network Rail for a definitive plan of continued access for pedestrians during these works.

4.8 Andrew Tetley now has access to the online banking.

Action: The Parish Clerk and Locum Parish Clerk to facilitate online Banking access for the (RFO) Responsible Finance Officer and Clerk.

It was proposed that the draft meeting agendas are circulated 3 days before publication of the Public Agenda to give Councillors an opportunity to add items to the final agenda. The Parish Clerk to circulate minutes by the Friday following the Wednesday meeting.

Action: The Parish Clerk to bring in changes to draft agenda and minutes circulation schedule.

There is a need to organise a face-to-face Trustee Meeting in September. It was agreed to trial use of the small back room subject to Welcome Hall bookings.

Action: The Parish Clerk and Locum Clerk to set the meeting up including other trustees before 28 September.

There needs to be a Parish Plan meeting set up online as soon as practicable.

Action: The Parish Clerk and Locum Clerk to set up online meeting.

Note: The servers for email have been changed. All to update excepting those using Roundcube.

5. FINANCE

5.1 Monthly Financial Statement

5.2 For approval

Approved

A Halliday	Litter picking – Aug 22	80.00
Locum Clerk	Fee to 31.8.22	500. 24
Vodafone D/D	Calls and charges	35.43

5.3 Paid since last meeting

Approved

A Halliday	Litter picking – July 22	80.00
------------	--------------------------	-------

MINUTES v1.0

Trimley St Mary Parish Council Meeting 7th September 2022

Locum Clerk	Fee to 31.7.22	513.98
Locum Clerk	Imprest top-up	159.53
A Ramsden	Waste bin	58.00
Joe Hunt	Grass cutting	120.00
Labelcraft	Banner	158.40
Vodafone (D/D)	Calls and charges	35.43

5.4 Donation Requests

- The Disability Advice Service helps a number of local people. A donation of £250.00 was proposed and agreed

- A donation for an animal charity for Cheryl Tye for £50.00 was proposed and agreed

Action: Payments to be actioned by the Parish Clerk/ Locum Clerk.

6. PLANNING

6.1 Applications Received

DC/22/2468 – 15, Drovers Court – erection of extension – No comments.

DC/22/3182 – Land North of Candlet Road (consultees only) – outline planning permission passed to PC Planning Committee. No comments.

6.2 East Suffolk Council Decisions

DC/22/1471 – 21, Chatsworth Crescent – erection of extension – Refused.

DC/22/0590 – 75, Faulkeners Way – loft conversion – Permitted.

7. HIGHWAYS AND FOOTPATHS

7.1 Colin Jacobs reported that signs with QR codes have been attached to specified posts. Reported some broken posts on the Highways reporting tool. Following remedial clearance all Parish footpaths are navigable.

8. ITEMS TO BE CARRIED FORWARD TO THE NEXT MEETING

8.1 Christmas to be put on agenda for next meeting. A number of ideas were discussed and it was agreed that the Parish Council would decorate outside the Welcome Hall and that the Welcome Hall would decorate inside.

Action: Lynn Beal to speak to Labelcraft re design for roof display.

There being no further business the Chair thanked those in attendance and declared the meeting closed at 8:46pm

-----Chairman-----Date

The next meeting of the parish council will be Wednesday 5th October 2022