

**TRIMLEY ST MARY PARISH COUNCIL
MINUTES FOR THE PARISH COUNCIL MEETING
HELD AT 7:30PM ON WEDNESDAY 7th December 2022
AT THE WELCOME HALL, TRIMLEY HIGH ROAD.**

Public Open Forum

Reports from County & District Councillors, Public Participation Session & Members Questions on these Items

On arrival the temperature in the hall was noted at 10.5C. The Chair took some remedial action. The meeting continued in spite of the cold to cover a number of important issues and decisions before the new calendar year.

Stuart Bird, County Councillor gave his monthly report:

- Thurman's Lane remedial works should be completed by the 1st February 2023.
- Councillor Bird has a locality budget and he has awarded Suffolk Wildlife Trust £900.00 for hedging plants.
- The County Deal will be signed with Government tomorrow and will lead to changes in devolved powers and £500M investment in Suffolk over the next 30 years.
- Councillor Bird wishes to counter misreporting. The County Council has a directly elected Leader NOT a mayor as reported.
- The County Council has funded the planting of 200,000 trees in Suffolk. A further 7,526 trees provided for planting this winter at a cost of £138K. Suggestions were made for local sites which Councillor Bird will look into.

Two members of the public in attendance – they had no questions.

1. OPENING

1.1 Welcome and opening remarks from the Chair

Andrew Tetley noted the cold temperature in the hall. It was decided to continue as the Parish Council was quorate and the chair would try to keep the meeting as brief as necessary. AT thanked Stuart Bird for his monthly report and update.

1.2 In Attendance

Andrew Tetley
Lynn Beal
Colin Jacobs
Bryan Frost
David Southgate
Susan Ring

1.3 Apologies for absence

Gareth Prosser – apologies received by the Clerk.

- 1.4 Members' declarations of pecuniary and non-pecuniary interest
All Parish Councillors are Trustees of the Charities.
- 1.5 Consideration of requests for dispensations
None made.

2. MINUTES

- 2.1 To agree the Minutes of the meeting held on Wednesday 2nd November 2022
The Parish Council agreed the October Meeting minutes and these were signed.

3. PARISH COUNCILLORS REPORTS

3. To receive any Parish Councillor Reports
 - 1 David Southgate reported that the Welcome Hall is a significant village asset. The current financial crisis and rising utilities costs have applied pressure on the income of the hall which is forecast to have a significant shortfall at the end of the financial year.

To counter the shortfall that the management committee has adjusted the terms of hire by offering hirers additional publicity and increased marketing on media sites. David was pleased to report that existing hirers all agreed to an increase in terms.

There are sufficient funds to keep this valuable asset open for a further year at the current estimated utilities cost increases. It may be necessary to revert to the Parish Council for financial support in the future.

Trimley St Mary Parish Council has three charitable trusts that it manages on behalf of the Parish. On election Parish Councillors automatically become Trustees of these Trusts.

Bryan Frost wanted his thanks minuted to David Southgate, Lynn Beal and the Clerk for their efforts to update the existing terms of the Welcome Hall hire tariff and that it was right to raise this matter to the whole Parish Council at this time.

David Southgate said Bryan had said about closures, concurred adding that during Covid 1,000 village halls have closed across England and that Trimley St Mary have had this hall for 120 years and it should remain open as a valuable asset to the village.

- 3.2 David Southgate spoke about the proposed Faulkeners Way Play Area. An ESC report has not yet been released and there is a problem with supplier. As the Parish Council already have a reliable supplier of such equipment at Stennett Playing Field, it was proposed and agreed that David Southgate

would obtain a quote from them and then present it to ES Council to seek options around matched funds or other funding routes.

Stuart Bird will explore what will be left in his locality budget and said that Trimley St Mary could have the remainder.

3.3 Lynn Beal had attended the Community Partnership meeting where the Field to Fork Project was discussed. Lynn explained that the project is about building community gardens and bringing members of the community in and then sharing produce out. The previous idea of providing a water pump to the Allotment Field falls outside of this project scope.

3.4 Lynn Beal explained the Warm Spaces set-up locally; there are 11 x spaces in Felixstowe and 2 x warm spaces in Trimley St Martin at the Hand-In-Hand PH and at the Sports Club. Trimley St Mary residents are welcome. Comfort Food for Families is managed by CAB/GP Surgeries through distribution of £10.00 vouchers. Lisa at Rosebery Community Café is offering cooking classes and is applying for a grant.

The Parish Council can put Welcome Hall projects forward for available funding by ES Council / County Council.

Next meeting 30th January 2023.

4. ITEMS FOR DISCUSSION

4.1 Thurman's Lane update given by County Councillor Stuart Bird earlier in the meeting.

4.2 Lynn Beal reported that the article for January was put in by the December 5th deadline. Lynn is planning a large article about Welcome Hall and Allotments for February. For the March edition a short press release regarding the Precept was suggested.

Andrew Tetley proposed taking out a half/full page advert in the Spotlight to promote the activities at the Hall and it was agreed to fund this out of Parish Council funds. Lynn Beal to get a price for an advertisement.

4.3 Bryan Frost gave an update that the scaffolding over Trimley St Mary Station level crossing was removed last week. The crossing should be opened on 23rd December 2022. The residents have been inconvenienced for 8 months.

Action: Clerk to email Greater Anglia/Network Rail for an update.

4.4 Bryan Frost gave an update on the issue of an unadopted road, Manor Road. The residents have approached Suffolk Highways and told that nobody can take any action. It was agreed that as it is a private unadopted road that other residents cannot be expected to bring it up to standard.

4.5 Colin Jacobs explained that the artwork and drawings for the Map Boards is ongoing.

4.6 Lynn Beal explained that the designer for the Queen's Memorial weather vane can no longer do this commission. Further work needs to be completed regarding the siting of the weather vane on the gable end of the Welcome Hall and installation logistics.

4.7 King Charles III Coronation to be carried forward.

4.8 Action: Clerk to set a date for middle January 2023 to discuss and update the Parish Plan.

4.9 Parish Council administration

4.91 Andrew Tetley thanked Colin Jacobs for his success with changing the Bank correspondent address to the new clerk but that there are ongoing issues with online Banking which are ongoing.

4.92 The Financial Accounting Software research completed by the Clerk was reviewed and recommendations accepted to implement Scribe Accounting tools for the financial management on behalf of the Parish Council. The Council agreed to additional hours for the Clerk to set this project up.
Action: Clerk to action in January 2023.

4.93 The Parish Council agreed to use the SALC PAYE service to manage the Clerk's PAYE.
Action: Clerk to instigate in January 2023.

5. FINANCE:

5.1 Monthly Financial Statement

Current balance as at 30th November 2022 is £145,170.94

See separate sheet

5.2 Payments for Approval

Andrew Tetley proposed that the payments for approval are submitted as a separate sheet given hard copy at the start of the meeting in future, as late presentation of invoices and payments for approval delays early issue of the main meeting agenda. Agreed.

Bryan Frost asked that the Clerk looks at the Pension options for clerk.

A. Halliday	Litter picking – November 2022	£80.00
Clerk (N. Dunn)	Salary to 30 November 2022 at NALC	£1328.26

	point 18. Includes 20 x additional hours Sept-Nov.	
Locum Clerk (D. Cooper)	Fees to 30 November 2022 (14 x hours) including back pay from Apr 2022 NALC pay rise.	£613.13
Clerk (N Dunn)	Travel claim – pick up trees, hedging, stakes, canes, spirals and mats. 58 x mile round trip: Kirton- Stonham Aspal – Trimley St Mary Allotments – Kirton @0.45p/mile	£26.10
Vodafone D/D	Phone calls and emails on Clerks Phone	£35.43
Norse	Invoice: 40IN-012717 Replace Street signs Park View	£450.00
Joe Hunt	Garden maintenance 39 November at Welcome Hall, Greatfield Path and Hedge trimmed	£130.00

5.3 Paid since last meeting:

Notart	Design for Map Boards	£150.00
Lynn Beal	Refreshments for working party	£5.48

5.4 Donations and Funding Requests

None.

5.5 Precept

The strategy behind setting the precept for 2023-24 was discussed. It was agreed to retain the precept at the same level as last year at c.£56K. The Parish Council do not want the Clerk to produce a detailed budget. The Parish Council asked the Clerk to respond to East Suffolk Council.

5.6 As per item 3.1 it was agreed that the Parish Council reserve an emergency fund to provide support from the three Charitable Trusts.

Action: A provision of £15,000.00 will be shown on future financial statements to ensure that the assets (Trimley Welcome Hall, Stennett's Playing Field and the Poores Allotments & Ellis Kindge) are kept open and working for the residents of Trimley St Mary.

6. PLANNING:

6.1 Applications Received:

6.11

DC/22/4441/FUL

**21 Chatsworth Crescent Trimley St Mary Felixstowe Suffolk IP11 0TE
Erection of part single /part two storey extension and enlargement of front dormer window.**

Trimley St Mary Parish Council Planning Committee make the following comments on this application. It is a big extension and the plan shows it is only 150cm from the boundary and that appears to be the only route from the front to the rear garden. Looking at the internal layout the route through the house is circuitous. It brings the house closer to their neighbour on two levels but there appears to be no overlooking window.

6.12

DC/22/4483/FUL

31 The Josselyns Trimley St Mary Felixstowe Suffolk IP110XN

No comments made.

6.13 Proposed development on Mill Farm Meadow.

Action: Andrew Tetley will look into it.

6.2 East Suffolk Council Decisions:

6.21 Discharge of Condition(s) 12 on planning permission DC/17/0984/VOC-Variation of conditions 3, 12 & 15 of DC/13/3656/FUL - Proposed high bay distribution unit with a footprint of c. 47,000m², including car parking and associated infrastructure. - Land At Clickett Hill Road And South Of Railway Line Nicholas Road Trimley St Mary Suffolk

Ref. No: DC/21/2473/DRC | Received date: Thu 20 May 2021 | Status: Application Permitted | Case Type: Planning Application

7. HIGHWAYS & FOOTPATHS

8. ITEMS TO BE CARRIED FORWARD TO NEXT MEETING

8.1 Water and Our Environment (Sewage system) Need to respond to MP.

8.2 Faulkeners Way Play Equipment

8.3 King's Coronation

8.4 Clerk to Organise Parish Plan Meeting January 2023

The Chair declared the meeting closed at 08.40PM.

The next meeting will be on Wednesday 11th January 2023 at 7:30pm at Trimley Welcome Hall.

Signed.....

Date.....