

**TRIMLEY ST MARY PARISH COUNCIL  
MINUTES FOR THE PARISH COUNCIL MEETING  
HELD AT 7:30PM ON MONDAY 2<sup>ND</sup> JUNE 2025  
AT THE WELCOME HALL TRIMLEY HIGH ROAD**

**PUBLIC OPEN FORUM**

**Reports from County & District Councillors, Public participation session & members questions on these items.**

**County and two District Councillors in attendance and one member of the public.**

**Opening**

Chair David Southgate welcomed all and made introductions as necessary.

7:28pm Public forum opened.

County Cllr Stuart Bird (SB) sent monthly report for council. An update was given of the feasibility of the neighbourhood plan. This was deferred for 6 months before engaging with the public. SB explained that opposition to strategies/policies in train is not allowed. There is uncertainty about North Felixstowe development and Unitary Authority impacts.

SB explained that whichever company does roadworks they must not impede road users. Debris/locking of roads should be reported to the network coordinator. Cadent and City Fibre must abide by the conditions set down and revert pathways etc back to the original state.

The Unitary Authority business case must be submitted by 26<sup>th</sup> September with results and actions due during December/January.

The one member of the public thanked everyone for what they do on behalf of the Parish.

District Cllr Lee Reeves disagreed with SB regarding any potential savings under Unitary Authority. It would be unlikely any savings would be realised for many years.

LR reported that the District Council has written to the owners of Trimley Water Tower about its poor state of repair and future. If no response then under Section 77 ESC would have to raise this as a Health & Safety issue.

LR said Woodland Trust are offering free trees for planting. LB said 480 trees have been allocated to the Parish already.

Full meeting opened at 7:45PM.

**1. Opening**

1.1 Welcome from DS to all attendees, thanking everyone for their continued diligence and voluntary time given to the Parish and its residents.

**1.2 Cllrs in attendance:**

David Southgate (DS)

Richard Kerry (RK)

Lynn Beal (LB)

Bryan Frost (BF) (joined remotely by Teams)

Colin Jacobs (CJ)

Mick Richardson (MR)

Linda Knock (LK)

### **1.3 Apologies:**

None.

**1.4 Declaration of interests:** All represent and manage the corporate Trust for the three Trust Charities.

**2.0 Minutes** of 12<sup>th</sup> May 2025 were agreed and signed.

### **3.0 Parish Councillors Reports**

**3.11** DS reported that he and BF attended (on Teams) the Local Authority Liaison Committee (LALC) with the Port. Two of these meetings are held annually. No minutes yet.

16 x people attended -9 x from the Port and only 7 out of 40 others were in attendance.

Since being virtual meetings eg. Teams/ZOOM; the number attending has gone down. The next meeting will be face to face.

DS reported that in spite of recent carrier changes the Port is not reducing in size. It was reported that the volumes of TEUs (**T**wenty-foot **E**quivalent **U**nits – shipping containers) are maintained but arriving/departing on more smaller vessels. The number of freight trains has reduced to 10 per day.

The Port needs to increase its electricity capacity as it is short now and will get worse with more electric vehicles. One shipped charging up can take up a significant percentage of the Port electric capability. **Action:** clerk to share minutes when available.

SB commented that there is not enough industrial land.

CJ made clear that the objective of most operators and carriers is to move their goods as quickly as possible to beyond the Orwell Bridge.

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#### **4.0 Items for discussion**

**4.1** There is no update on the proposed pedestrian crossing. Keep on the agenda for future planning.

**4.2** MR reported that the CIL (Construction Infrastructure Levy) matched funding application has been accepted. This funding if approved will cover around 50% of the costs of additional lines on roads to dissuade parking unsafely on corners and junctions in particular near the school.

Thanks were given to MR from DS for all their work on this project.

**4.3** LB gave the school report:

- engagement is good with the school.
- The school will be involved with the Remembrance event again.
- The Parish Council has bought the school some books.
- The school has won a Highly Commended award for Climate and Environment.

The Men's Shed has made the school some planters and benches.

6/7 years olds work outside on the garden during PFE lessons. They would like 2 x tons of topsoil and a pond liner.

It was suggested that as the PC has already donated quite a bit of funding to the school this year that they would be happy to fund the topsoil from the school wish list. £114 was allocated to this purchase. Receipts to be sent to the clerk to enable payment.

SB stated that he still had some budget available for application.

DS said that a number of pupils and families had taken part in a survey of the requirements for an update of play equipment at Stennetts Play Area.

**4.4** DS reported that the play equipment for Faulkener's Way Play Area has been ordered. CIL match funding application has been accepted as it meets the need. The PC can apply for CIL funding for appropriate projects in the future.

**4.5** LB reported that this year's Christmas Light Up Event will be held at Trimley Welcome Hall on 28<sup>th</sup> November 2025 at 6PM. There will be two trees – one on East Green and one at the Welcome Hall. The change in venue is due to unpredictable weather conditions increasing the health & safety risks. Having access to the hall will keep everyone dry and safe. LB and RK to liaise over erection of trees and lighting needs. Fund still available from last year. Keep on agenda.

**4.6** The Fund Raiser Quiz will be on October 25<sup>th</sup>. Keep on the agenda.

**4.7** The Armistice event will be held on 11/11/2025 arrive 10:50 for 11:00am at the Peace Sign in Trimley. Trimley St Martin Parish Council have indicated that they would like to help this year. LB asked that this item remains a regular agenda item for monthly updates.

**4.8** News items from the current agenda. There was a suggestion of a group (Parish Council) photograph.

**4.9** Following a recruitment exercise and advertised role, the Parish Council welcomes highly qualified and experienced Carly Small as the new Responsible Financial Officer. The RFO assists the Parish Council and Clerk on financial management matters and accounts for 5 hours per week. The RFO starts officially on 1<sup>st</sup> August 2025. The Parish Council are providing support and hardware to enable the RFO to function well.

## **FINANCE**

### **5.1 Current balance £202,034.16 as at 29<sup>th</sup> May 2025.**

The Clerk/RFO presented the end of year accounts and AGAR. These accounts were internally audited and supported by Parish Cllr Bryan Frost – thanks from the clerk. A second ‘internal’ audit was conducted and found to be satisfactory by Mr Colin Monk. Thanks to Colin and small remuneration agreed.

The final papers were signed in public by the Chair and the Clerk. The Clerk will send these to the External Auditors 30<sup>th</sup> May 2025 well ahead of final deadline. Queries from the auditors are to be expected before being finalised and a certificate issued by September.

### **5.2 Approvals for payments June 2025**

Clerk N Dunn salary at NALC pay point 28 (May).	£1188.04
HMRC Tax	£306.60
Employer National Insurance (Parish Council contribution)	£167.47
Employee NIC	£38.84
Talk mobile SIM only account March 2025 to pay clerk	£9.95
EE WIFI Welcome Hall to pay Lynn Beal increase at 31 March 2025 to £34.42. May 2025	£34.42

### **5.2 Paid since last meeting.**

D Hunt	Gardening May	£160.00
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## **6.0 PLANNING**

## **6.1 Planning applications received:**

No new applications to 28<sup>th</sup> May 2025, new application in 29<sup>th</sup> May which will be reported in July

## **6.2 East Suffolk Council Decisions:**

No new decisions made for Trimley St Mary.

## **7.0 Highways and Footpaths**

No new items.

## **8.0 Items to be carried forward**

- **Community Fund**
- **Armistice**
- **Christmas and fund raiser**

The meeting was closed at 8:45 PM

Signed by Chair: .....

Date: .....

## **Future meetings:**

Monday 7<sup>th</sup> July 2025

Summer break in August, no meetings.

Monday 1<sup>st</sup> September 2025

Monday 6<sup>th</sup> October 2025

Monday 3 November 2025

Monday 1<sup>st</sup> December 2025