

**TRIMLEY ST MARY PARISH COUNCIL
MINUTES FOR THE PARISH COUNCIL MEETING
HELD AT 7:30PM ON MONDAY 7TH JULY 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.

7:30pm Public forum opened.

County Cllr Stuart Bird (SB) sent monthly report for council. SB reported that his Highways and Locality budgets are being well utilised including some white lines. SB attended the Trimley St Martin Fete and thanks to Carly Small their clerk for organising such a successful event.

Cllr Bryan Frost thanked SB for the white lines.

A member of the public complained that the white lines are ignored by drivers and that someone could get hurt.

DS explained that white lines are only advisory and that we would note the public concerns. DS continued explaining that H&S is important to the Parish Council and that it has installed a pelican crossing and speed cameras. The PC has also requested a further pedestrian crossing but have been thwarted by process and criteria thus far.

The member of public continued explaining that there are a number of hedges around the village encroaching on to the pavements.

It was explained that these have been reported by the Clerk and others repeatedly to the Highways reporting tool and the response is that whilst 1m of the pavement is clear then this is not actionable. The member of the public says that too many drivers park on the pavements and make them impassable.

Action – clerk to report again and then escalate to County Cllr Bird.

Main business meeting commenced at 7:55PM

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)

Lynn Beal (LB)

Bryan Frost (BF)

Colin Jacobs (CJ)

Mick Richardson (MR)

Linda Knock (LK)

1.3 Apologies:

Richard Kerry (RK)

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

2.0 Minutes of 2nd June 2025 were agreed and signed.

BF made a comment that the notes contained an inaccuracy about the number of trains going through Trimley St Mary every day. It was reported that only 10 trains went through daily, that should have read that the overall number of trains had reduced by 10 per day.

There are 25 x Freight Trains each way per day totalling 50 trains.

There are 18 x Passenger Trains each way per day totalling 36 trains.

This is a total of rail traffic per day of 86 trains per day on the line between Felixstowe and Ipswich.

3.0 Parish Councillors Reports (Note to readers: your Parish Councillors are hard working volunteers who work tirelessly on your behalf. Thank you. Clerk)

3.1 Cllrs BF, LB, MR and DS all attended the Future of the Rail Station meeting with MP Jenny Riddell-Carpenter. The room was full and it is understood that some people could not get in. Some interesting points were made and it was unclear of any outcomes. Those who signed a board going around the room have volunteered to become part of a working party which will be formed in due course.

8th January 2003 it was mooted to demolish the Station building. Not much progress has been made. The Station building has not been operational since 1967.

The main concerns from the Parish Council perspective are around finances and car parking provision for any future incumbents of the site. Updates as and when.

3.2 LB attended The Kesgrave briefing by Suffolk County Council around Local Government Changes. Not much detail available as yet.

3.3 MR and LB have been researching the possibility of installing solar panels onto the Welcome Hall roof. The WH is managed as a Trust and it is considering making an application to the Parish Council for a grant to fund these.

Options:

- Apply for a grant.
- Welcome Hall Trust to not have a grant and self-fund.
- PC to purchase and own the panels outside of the Trust.

The three Trusts are managed separately to the main Parish Council and its business. So financial aspects will be discussed under finance as support to the Trust.

Three quotes were sought. One company sent a knowledgeable engineer to conduct a site assessment and suitability for panels review. They explained options and viability.

The second company did not and have not responded in a number of weeks.

The third company sent a quote.

It was agreed not to wait until 2026 to compete for a grant for Rural Village Halls as there is no guarantee of a grant.

The quotes detail:

- 10 x panels installed £5732.
- 20x panels generating 9KW installed at £9346.
- The 3rd quote was £7355 plus VAT in spite of the charitable Trust being zero rated for VAT.
- A further quote for £12,000 was dismissed on cost.
- Lead time for preferred option of 20 panels will be 6-8 weeks from order and deposit paid.
- This fits in with the PC Climate Plan.
- Raises funds for the Trust by selling excess electricity back to EDF.

DS commented that this was environmentally friendly for the village. He also thanked MR for putting in a lot of work on this project so far.

To be discussed further in the meeting under finance.

3.4 MR has been investigating provision of shading at Stennetts Playing Field. He has spoken to ESC. Trees provide some dappled shading.

MR made an enquiry to Planning to provide a permanent sun shade.

- Permission is dependent on the size.
- The sail options weather quickly and require annual maintenance.
- Get vandalised.

One option for consideration is to provide a solid wooden structure with a solid roof and seating. MR will come back with a proposal for the next PC meeting in September.

3.5 DS told the PC that the two parasols purchased the previous week to provide much need shade on Stennetts Playing Field were vandalised and stolen two days after they were professionally installed. The first instance occurred on Saturday 5th July between 6-9PM and then they came back to finish after 9:30PM. They have discreet security markings showing owned by PC.

This has been reported to the police and EADT has shown interest. LB reported that 4700 people have viewed the FB report. Please contact the police, a councillor or the clerk if you know who might have completed this act of vandalism.

Secondary to this but could have had serious safety implications a few weeks ago one of the safety vents was taken off the Pavillion at Stennetts and vapes shoved inside. This act caused the oven to short circuit in the very popular Rosebery Café.

The police are looking into this and the PC are considering CCTV options going forwards.

4.0 Items for discussion

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

4.2 MR reported that the CIL (Community Infrastructure Levy) matched funding application has been accepted and the payment has been received by the Clerk. The legal paperwork is ongoing and the estimate is about a year before the paperwork is completed.

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

4.3 DS explained that a project has been researched to provision of additional seating to enhance the village amenity. Following suggestions from the public a number of locations are being considered for a minimum of 7 x benches and 4 x picnic tables with accessible seats.

Sites, type and final locations to be confirmed. The PC agreed a budget proposal of £12,000 to include installation costs.

Action: LB to send an email to County and District Cllrs to request a bench/picnic table from each from Locality Budgets.

4.4 LB reported that the PC was unsuccessful in the Penguin library request. LB has sought an alternative to be placed within the Welcome Hall grounds. The new library will be constructed by the Men's Shed and ongoing management of the books will be carried out by Pop Chorus. Thanks to all.

LB to email PC and Clerk with a quotation for approval. Agreed.

4.5 The PC has been very generous with gifts to the Parish School this year. It has been suggested that other groups could also benefit from small financial assistance within the village.

A policy to include eligibility and Community Fund funding to be drafted over the Summer. The PC is to consider this project, funding limits and total budget over the summer holiday period, to be carried forwards to the September PC business meeting agenda.

4.6 DS accepted an invitation to the school assembly. He presented 3 x books to that week's readers. Next term other councillors will be invited to attend assembly too – CJ and LK.

DS has also been invited to attend another assembly on 16th July where he will be asked questions about what the Parish Council does. The children are preparing questions.

4.7 The new Faulkener's Way Play Area will be opened by the end of July.

A second project for some new and replacement play equipment at Stennetts Playing Field is in progress. A CIL (Community Infrastructure Levy) application for matched funds has been accepted. DS has placed an order and it is hoped for installation during the first week of September.

4.8 LB stated that the arrangements for the Christmas event are in train. There is a H&S issue with the Monkey Puzzle tree at the front of the Welcome Hall. It has been confirmed that the cable going through the tree is sheathed and legal. There is no appetite to remove the tree, so a protective cage could be erected around the tree with some permanent lights being installed – only being lit at Christmas. Details to be confirmed.

Santa and Elvis have been booked. Joan has agreed to help with refreshments. Funding is covered from previous funds and will be topped up by the fund raiser quiz.

4.9 The quiz arrangements are all going to plan. Advertising to begin soon.

4.10 LB explained that the Armistice event will follow the same pattern as previous years as a civil Remembrance event. The religious event is the Sunday in Church. LB to confirm refreshments arrangements. TBC.

4.11 News articles LB:

August

- Summer at Stennetts and Rosebery Café.
- County Councillor Budgets
- Vandalism update at time of writing.

September

- Solar panels
- Yellow lines.

4.12 Clerk has been organising hardware etc for the incoming RFO and will continue through the rest of July. RFO starts 1st August.

Clerk has catch up work around the three Trusts, and policies for the PC.

Clerk will keep day to day correspondence and finance going to the next meeting in September.

FINANCE

5.1 Current balance £198,531.74 as at 3rd July 2025.

New RFO to start training and familiarisation with role and PC work from 1st August. The Clerk will complete finance for August due to leave commitments. The RFO will provide financial report and complete payments from the September PC Meeting approvals 3rd September. The Clerk and RFO due to meet face-to-face on 16th July. Banking mandate has been completed.

Approvals for August payments agreed and will be retrospectively recorded on minutes at September meeting due to there being no PC meeting in August.

Trust and PC financial proposals.

DS, MR and LB made a proposal for new solar panels for Trimley Welcome Hall.

A number of options for funding these were discussed:

- 1. PC to purchase Solar Panels, allocate the funds to the Welcome Hall Trust
- 2. PC to give a grant for the funds to Trimley Welcome Hall.
- 3. PC to purchase the Solar Panels using CIL funds due in July (c£9K from Matthew Homes. ESC CIL confirmed that these funds could be allocated to either the Solar Panels or the Bench Projects and paperwork completed retrospectively).

Agreed that the PC would make a grant to Trimley Welcome Hall and for the Welcome Hall through MR to purchase the Solar Panels.

Clerk to pay Welcome Hall £9346. Treasurer of WH to be cc'd into correspondence.

5.2 Approvals for payments July 2025

Clerk N Dunn salary at NALC pay point 28 (June).	£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
Angela Ramsden Green Bin Subscription	£54.00
Clear View David Hinchey Bus shelter and noticeboard cleaning	£205.00

5.2 Paid since last meeting.

D Hunt	Gardening June	£120.00
TRD FC	Parish Council contribution to removal of patio and paving at Stennetts Pavillion/Café/Carpark entrance.	£467.50
TSM Primary School	Soil for TSM Primary School planters funded by PC	£79.92
Clerk	Repay clerk N Dunn for purchase of laptop and peripheries for RFO.	£471.97
Clerk	Repay clerk N Dunn for purchase of Defib supplies Welcome Hall	£200.88
Clerk	Repay clerk N Dunn for purchase of Defib supplies Stennetts	£77.65
David Southgate	Repay Chair D Southgate for purchase of parasols for Stennetts x 2	£119.98

6.0 PLANNING

6.1 Planning applications received:

6.11 Planning reference: **DC/25/1556/FUL**

Proposal: Demolition of existing fuel island to construct new fuel island.

Re-surfacing

of fuel and washdown bays.

Modification of existing drainage system to provide full retention separator to fuel area and washdown separator to washdown area.

Site address: Maritime Transport HGV Parking, Blofield Road, Trimley St Mary, Felixstowe, Suffolk IP11 4AW Consultation letter expiry date: 18 June 2025

The PC Planning Committee notes that all necessary measures have been put in place to prevent contamination of the water table or surrounds. An upgrade on existing facilities, no negative comments.

6.12 Planning reference: DC/25/2331/FUL

Proposal: Garage conversion

Site address: 1A Second Avenue, Trimley St Mary, Felixstowe, Suffolk, IP11 0UA

Consultation letter

expiry date: 7 July 2025

No negative comments made.

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**
- **Solar Panels**
- **Sunshade**
- **Plus, all standard repeat items**

The meeting was closed at 9.06 PM

Signed by Chair:

Date:

Future meetings:

Summer break in August, no meetings.

Monday 1st September 2025

Monday 6th October 2025

Monday 3 November 2025

Monday 1st December 2025