

TRIMLEY ST. MARY PARISH COUNCIL

Minutes of the Trimley St. Mary Parish Council meeting held on Monday, January 10th 2005 at the Trimley St. Mary School at 7.00p.m.

Present:

Councillors: Mrs M J Dixon, E Durrant, B Frost, R Kerry (Chairman), N Mayes, J Newman, D Southgate and D Tyler.

Apologies: Mrs H J Blackshaw.

85. DECLARATIONS OF INTEREST

J Newman declared a prejudicial interest in 93.6, B Frost declared an interest in ESTA, Mrs M J Dixon declared an interest in ESTA and planning application CO4/2354 and N Mayes and D Tyler declared an interest in matters relating to the Port of Felixstowe. The Clerk had also been advised by SLCC to declare a prejudicial interest in 93.6 but SALC had advised the Chairman that, until this was a planning application, there was no requirement for the Clerk to leave the meeting. It was agreed that this would also be the case for J Newman. Mrs M J Dixon added that Suffolk Coastal District Council was awaiting further clarification on the matter of Declarations of Interests, following the latest booklet from The Standards Board For England, Lobby groups, dual-hatted members and the Code of Conduct, members of Councils being elected because of their views.

86. MINUTES

The minutes of the Parish Council meeting held on Monday, 6th December 2004 and the minutes of the Trustees' meeting held on Monday, 6th December 2004, which had been circulated, were approved as a correct record. Proposed, E Durrant, seconded, B Frost.

87. In a change to the usual proceedings, the meeting was adjourned at 7.04p.m. during a presentation from Police Sergeant Richardson on the changes in community policing and the reading of the monthly report by the Chairman from the Community Police Officers, who had sent their apologies. Mrs O'Brien, Suffolk County Councillor, had also sent her apologies and the Chairman read her report for the interest of the members. Mrs S Green, Suffolk Coastal District Councillor, had sent her apologies and Mrs M J Dixon, Suffolk Coastal District Councillor, presented her report. The applicants present for the casual vacancies were invited to address the Council and a member of the public on the issue of the second planning framework document produced by Bidwells on behalf of Trinity College, Cambridge. The meeting reconvened at 7.42p.m.

88. CLERK'S REPORT

The Clerk reported that the vacancies on the Parish Council had been advertised and, as Councillors were aware from the change of agenda order, Suffolk Coastal District Council had confirmed that these might now be filled by co-option. Letters had been sent to Mrs J Harper and Mr P Newman, as requested, expressing the Councillors' regret on their retirement from the Council and thanking them both for their service to the community over many years. Applications to join the Council had been received from Mr C Storer and Mrs B Shout and resubmitted by Mr N Stapleton, the candidates present having been invited to speak in support of their application during Public Question Time.

The Clerk confirmed that she had received the monthly Suffolk County Councillor's report after the last meeting and a copy had been circulated to all members with the minutes. The Clerk had also confirmed the use of the Locality Grant to Mrs O'Brien and to the Locality Director of Suffolk County Council on request, adding in both cases that the Parish Council was prepared to contribute a maximum of £1,750 towards the additional street lighting requested in Station Road. B Frost stated that he had voluntarily commenced a survey of street lighting in the village, which was not yet complete, due to the fact that there were some 49 roads plus alleyways. The Clerk had provided information within her possession, although some roads were completely omitted, and Mrs M J Dixon offered a copy of a map survey, produced by two Councillors in 2000. Cllr Frost was also asked if he would like company in completing the task.

A letter had been written to the East Area Highway Manager regarding the parking problems in High Road. On New Year's Eve, the Clerk had received an email from Mark Youngman of Suffolk County Council, asking the Council if it would like to join into the Traffic Order being sought by Trimley St. Martin and Kirton Parish Councils. Funding for this was to come from Mrs P O'Brien's Locality Budget and, since she would most likely not be the Parish Councils' representative for Suffolk County Council following the elections, due to the boundary changes, it was essential that this Order went through without any hitches. Trimley St. Mary had been given until Monday, 10th January 2005 to come up with a proposal. The members were advised of the steps taken, since the arrival of the response, as agreed by the General Purpose and Finance Committee on Wednesday, January 5th 2005. When the Clerk passed on this information to Mark Youngman, he advised her that one objection would delay the application for Trimley St. Martin and Kirton and suggested additional deterrents outside the school and for residents on the school side. He also suggested that a survey be made to offset any objections. There being insufficient time to ensure that there would be no objections, the Chairman and the Vice-Chairman had advised the Clerk to pull out, nobody wishing to jeopardise the work already carried out by neighbouring Parish Councils. It had been agreed that Trimley St. Mary must commence investigations for more severe deterrents from scratch, albeit there could be a delay of a maximum of two years before these could be enforced. D Southgate was extremely concerned that the Council had pulled out from joining in the Traffic Order but realised the necessity, when it was reiterated that this would jeopardise the chances of neighbouring Parishes in securing their Traffic Order and insufficient time had been available for a detailed survey. The Clerk was asked to contact Mark Youngman with a view to setting a date for a survey of the area with the Chairman and Vice-Chairman. B Frost commented that there had again been 47 cars parked outside the school at the end of the school day but Mrs M J Dixon added that she was relieved to know that the Parish Council was not going ahead at that time, having driven along High Road as the school came out and finding that two cars could easily pass each other. The problem had not seemed as bad as she had originally feared. Cllr. Southgate commented that cars might be able to pass but there was always the concern of a child running out between parked cars and the congestion problems caused for residents, requiring access to and egress from their properties. With this in mind, the Clerk reminded the Councillors of the most recent request for a white 'H' sign outside a property in the High Road. The owners of the property had addressed the Council and would have fully supported double yellow lines, if they had been obtained swiftly. The Clerk asked whether the Council would now agree to the 'H' sign, as a temporary measure, whilst more permanent deterrents were sought. J Newman proposed that this be accepted, B Frost seconded the motion and all agreed.

The lack of a shelter and request for a temporary bus stop sign outside the Free Church had been passed on to Gary Trotter of Suffolk County Council. It had been hoped that the shelter would be back in situ by December 17th 2004. This had not been the case and the Clerk had again contacted Mr Trotter in the New Year, who was pursuing this issue. B Frost stated that he did not wish to go on at length about the problems continually being encountered with regard to bus stops and signs but felt that he should advise the members that Felixstowe had been without a shelter for 718 days outside the cinema. The matter of the litterbins at the shelter at the Welcome Hall was somewhat complicated. It transpired that there had only been one bin and, by the time Suffolk Coastal Services had arrived to attend to the matter, it had disappeared. Suffolk Coastal Services Ltd. had provided and installed a second hand outer bin (no new ones being in stock) and new inner bin and the Parish Council would only be charged in the region of £27.50 plus VAT for this service.

The Clerk had reported the work taking place in the grounds of St. Mary's Lodge to the Planning Department at Suffolk Coastal District Council and had later received a call, confirming that the department had been assured that the footings were for a boundary wall. It was also permissible for the footings to be laid for the second planning application, which had been granted. The Parish Council had been asked to keep Suffolk Coastal District Council informed, if the members believed any further building work was being undertaken.

The letters requested at the last Parish Council meeting had been duly sent with regard to the following; - Station Nurseries' planning application appeal, an invitation to Police Sergeant Mick Richardson to address the Council on the matter of community policing (Police Sergeant Richardson had accepted and had been given the opportunity to speak during Public Question Time), Clive Morris (station sign and shelter), an address in High Road (parking in Park View), an address on Faulkeners Way (building

materials on St. Mary's Green – apologies for any inconvenience caused having been received), Headway and Home-Start (donations) and the Environment Agency Flood Warning Service (contact details). The Suffolk Online details had also been passed on to the webmaster.

The Clerk had confirmed to Tracey Hunter, Clerk to Trimley St. Martin Parish Council, the Council's agreement that three wreaths be purchased each year for the Remembrance Day Services, on an alternate year basis, a joint wreath for the Reeve Lodge ceremony and one from each Parish Council for the Church ceremony. Mrs Hunter had contacted the Clerk following her latest Council meeting to advise Trimley St. Mary Parish Councillors that Trimley St. Martin Parish Council proposed to buy the wreath for Reeve Lodge and a wreath for the Church each year and requested that Trimley St. Mary purchase a wreath for the Church each year. All agreed to this new procedure.

A letter of thanks had been received from Mr Allen for the contribution made to the Christmas Light Up and the Clerk had sent a letter of thanks to the members of the Round Table for the donation of the Christmas tree for the annual event. The General Purpose and Finance Committee had authorised the Clerk on January 5th 2005 to look into the cost of obtaining two dozen Christmas cards to be printed and sent out from the Parish Council to relevant persons and organisations at Christmas time.

The Clerk had received a letter from the Federation of Small Businesses to attend a breakfast meeting. Unfortunately this had not been possible and the response to the Clerk's apologies was read out for the members' interest and information. The Clerk stated that she would make more enquiries regarding the sets of postcards. The Clerk had also been invited to the Port of Felixstowe's New Year Reception on Tuesday, January 18th 2005 and had accepted the invitation.

Members were advised in advance that the meeting in April would have to be held on the 11th, the school being closed on the 4th for the Easter holidays, and this would also be the date for the Annual Parish Meeting. This arrangement had been confirmed with the school. B Frost asked what the situation was with the first Monday in May and was advised that the Council would meet on the second Monday in May, the first being a Bank Holiday.

The Clerk requested a full Trustees' meeting following the main Council meeting.

Reports:

B Frost – Railway Station and Use. Cllr. Frost stated that he had nothing new to report, apart from the fact that the building seemed fairly robust and had weathered the recent bad weather without incident. Mrs M J Dixon suggested that, under the Freedom of Information Act, the Council should attempt to ascertain if the owners of the building had marketed it or intended to market it. Cllr. Frost was unsure if this would be possible, Network Rail not being a Public Authority, but it was agreed that this line of enquiry would be investigated. Cllr. Frost continued with a proposal that a letter be written to 'one' regarding two major deficiencies in the new timetables, which affected local residents, namely the Peterborough connections and the late start to the Sunday service. D Tyler seconded the motion and all agreed.

B Frost – Official Opening of Endeavour House. Cllr. Frost commented that this had not been 'over the top': speeches had been limited to 3 minutes; there was the opportunity to address Councillors; the pitch had seemed right and conducted tours were available.

89. ISSUES ARISING FROM REPORTS

1. There were no issues under this heading.

90. CORRESPONDENCE

1. A document from Suffolk Coastal District Council entitled 'Felixstowe Masterplan' had been circulated between meetings. Circulation not having been completed, it was agreed that the issue should be raised again at the next meeting. Mrs M J Dixon advised the Council that Steve Brown of Suffolk Coastal District Council was very involved with the consultants and the setting of targets and that Trimley St. Mary Parish Council should seek to be among those consulted in this matter. She continued that Trimley St. Martin Parish Council wished to play important part in the consultation process, seeing this as an essential measure in putting forward recommendations and alternatives in opposition to the Bidwells' planning proposals. The Clerk added that she had received a lengthy letter from a member of the public, expressing concerns about the Felixstowe Masterplan and the latest proposals from Bidwells. Numerous issues had been raised and questions posed and it was agreed that the letter should be circulated, in order that a response might be formulated.

2. A request had been received from Suffolk PASS to include an article explaining direct payments in Suffolk in Parish magazines. Mrs M J Dixon expressed the concern that this might affect the local Post Office. The Chairman read out the letter and it was concluded that the Post Office would not be affected. It was agreed that the Clerk should ask the webmaster if she would scan it into the web site.
3. The Chairman read out a letter from The Electoral Commission, giving details of the Boundary Committee for England recommendations following the periodic electoral review of Suffolk. These details did not affect the Parish.
4. The Clerk confirmed that she had requested the Electoral Register 2004/2005.
5. A request had been received from the Disability Advice Service for a grant. The Clerk had telephoned to advise the service that a donation had already been made in October. The Chairman read out details from the letter, indicating the support given to members of the Parish in the last financial year and the Annual Report and Accounts 2003-2004, information letter and leaflets also received were circulated for the members' interest and information.
6. A request had been received from the Suffolk Association of Local Councils for Parish Councils to ask Suffolk County Councillors for £100 from their Locality Budgets towards the Brundish Training Centre. The Clerk added that this was not from the Parish's grant, that for Trimley St. Mary having already been allocated. Mrs O'Brien had been advised of the request.
7. The Chairman read out a letter from Nacton Parish Council, relating to the Felixstowe South Reconfiguration Inquiry and requesting the Councillors to consider asking the Highways Agency for a quieter road surface along the eastern end of the A14. The Clerk was asked to acknowledge receipt, adding that, the Inquiry having closed on December 2nd 2004, the Council had already submitted its representation. In addition, a quieter road surface had already been installed on various stretches of the A14.
8. Suffolk County Council had sent a request to display a flyer on the countywide competition in relation to the Racial Harassment Initiative. The Clerk would post the flyer on the notice board.
9. The Chairman advised the members that a letter had been received, inviting them to attend a seminar on the East of England Plan, giving them an opportunity to respond. The Chairman read out the letter and the list of possible meetings for the members' interest and information. The Chairman and J Newman expressed an interest in attending the meeting at the Suffolk Association of Local Council's office on Thursday, 27th February 2005. The Clerk was asked to make the necessary arrangements.
10. Questionnaires on the Grounds Maintenance Service (Stennetts Field) and the Playground Inspections Service had been received from Suffolk Coastal Services Ltd. The latter was completed at the meeting. The Chairman agreed to take the former to the next meeting of the Stennetts Playing Field Committee.
11. Updates on the outcomes of the Felixstowe South Reconfiguration from Hutchison Ports (UK) were circulated for the members' interest and information.

91. INFORMATION CIRCULARS

The following were presented and/or circulated:

1. Suffolk Wildlife Trust – Wildlife, Autumn 2004, Natural world, Winter 2004.
2. SCDC –Parish Bulletin, Winter 2004.
3. EEDA – Networking East, Issue 7, November 2004.
4. Suffolk View, Issue 98, Winter 2004.
5. SALC – The Local Councillor, December 2004, Suffolk Hedgerow Survey Newsletter, December 2004, 4 sets of courses, business bank charges, Suffolk Acre Local Network Fund, LEPR information, Emergency Planning Seminar, Employment Seminar, Interactive Training.
6. SCDC - Standards Committee – Minutes of the meeting held on November 4th 2004 and Agenda for meeting on Thursday, 6th January 2005.
7. Clerks and Councils Direct, January 2005, Issue 37 and Local Councils Update, September 2004, Issue 59.

92. FINANCE

1. The monthly financial statement was presented and agreed.

2. Receipts:

Trimley Red Devils	Pitch Fees	300.00
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3. Expenditure:

Bus Shelters	To 8/01/05 (5 weeks)	75.00
SLCC	Membership	91.00
D B Barton	Grass Cutting	30.00
Webmaster	Website Subscription	29.98
Clerk	Imprest Top Up	32.63
Clerk	Telephone 06/09 2004- 02/12/2004	26.62
Clerk	Reimbursement Xmas purchases	69.20

4. Budget/Precept 2005 – 2006. The Chairman advised the Council that the General Purpose and Finance Committee recommended that a precept of £24,000 be sought for the financial year 2005-2006. The Clerk confirmed that all payments for the play equipment had been made, the £750 in the budget, therefore, being available for any other improvements required. A sum of £1,500 had been allocated within the budget to assist with the provision of disabled toilet facilities at the Welcome Hall, this being a vital facility for the community, and inflationary increases had been taken into account along with other known increases. D Southgate added that the extensive use of Stennetts Playing Field had meant that the Committee felt that there could be no cut backs on the turf care provided. The Council now received a greater input from the Trimley Red Devils, which the Chairman stated he wished to see maintained or increased. Cllr. Southgate proposed that the figure of £24,000 be accepted, B Frost seconded the motion and all agreed. The Clerk was asked to take the necessary steps to confirm the Council's decision on the precept figure to Suffolk Coastal District Council.

5. B Frost reported that there had been no further progress on the sum required for the new 'Trimley Travels' timetables, the timetable being in the hands of the printing officer.

93. PLANNING

1. Applications:

CO4/2287 Erection of single-storey front and rear extensions, 33, Burnham Close – supported.

CO4/2354 Erection of part single, part two-storey side extension, 66 Dawson Drive – supported.

CO4/2355 Use of land for the erection of four flats, land adjacent to 31, Station Road – objected at present time, due to various concerns.

2. Decisions:

CO4/2001 Erection of single-storey rear conservatory extension, 426, High Road – granted.

CO4/1498 Erection of 1.8 metre high fence with wrought iron gates 1 metre high to side and 1.8 metre fence to front, 57, Faulkeners Way – granted.

CO4/2042 Erection of single-storey side and rear extensions, 83, High Road – granted.

CO4/2159 Erection of single-storey front extension, 12, New Road – granted.

CO4/0856 Installation of one microwave dish; four ISM antenna and cabinet, Spriteshall Water Tower, Spriteshall Lane – granted.

Tree Preservation Orders had been granted for the Holm Oak, front garden, 180, High Road, the Cedar of Lebanon, front garden, 180, High Road and the Holm Oak, front garden, 172, High Road.

3. D Southgate commented on how impressive the improvements were to Great Street Farm, since the new owners had moved in.

4. Mrs M J Dixon advised the members of an impending planning application on her Suffolk Coastal District Council planning list in respect of the Blofield development, which the Clerk had not yet received. She continued to give details of the application, which included the varying of conditions, the early release of Plateaux E and F, relaxation of noise restrictions and the stacking of containers 6-7 high. Cllr. Dixon requested the opinions of the Council on this application, in order that a response might be formulated, when it reached the Clerk. Members totally rejected the removal of restrictions, which they believed would infringe upon the rights of the people in the village, and it was agreed that the existing conditions, which had been set up to protect the parishioners, must be respected.

5. The Clerk advised the members that the General Purpose and Finance Committee had agreed that, in the event of a long period between meetings, particularly when the Clerk was on leave, all planning applications would be circulated amongst the members of that Committee, in order that the comments might be used to formulate the Council's response. The Clerk had offered to provide Mrs M J Dixon with circulation lists.

6. The views of members were sought on the latest planning framework document from Bidwells, copies of which had been circulated to all members prior to the meeting. J Newman stated that, in his opinion,

nothing had changed and he was not interested in the proposals as a viable option. The Council should continue to fight them. Mrs M J Dixon advised the members that Trimley St. Martin Parish Council would oppose the proposals, intended to open up a dialogue with Steve Brown of Suffolk Coastal District Council's Planning Department, would write to Suffolk Coastal District Council rejecting the plans and seek to become active consultees in the Felixstowe Masterplan. She added that mention had been made that Trimley St. Mary Parish Council might not be so concerned any more, most of the initially planned development within the Parish having been removed. Cllr. Dixon went on to state that this was certainly not the case, as any development affected the village's infrastructure. She also confirmed that Suffolk Coastal District Council had not received the plans until after publication of Trinity College's latest proposals in the press. B Frost opposed the proposals, as did D Southgate, who added that, apart from the impact on the village's infrastructure, the Parish Council's input to the Local Plan had been totally ignored. Cllr. Dixon proposed that a planning group be formed to compose a preliminary response and Cllr. Southgate added that the original view of a small development must be maintained. Cllr. Dixon then read out four paragraphs written by the Vice-Chairman of Trimley St. Martin Parish Council, which stated its immediate response. It was agreed that the Clerk should approach Steve Brown to ascertain when the formal input from the Council was required and to advise him that a preliminary statement was being drawn up. The Clerk should also stress that the Council wished to be kept informed of all developments. Cllr. Frost added that it was of paramount importance that the Council know the figure of houses to be built in the area. Whilst the East of England Plan stated 10,100 in the region, this number had still not been split into individual parishes. He proposed that the Clerk write, citing the Freedom of Information Act, to ask if Suffolk Coastal District Council was able to define the number of houses required on the Felixstowe Peninsula. All agreed. Cllr. Frost also reminded the members that the reserved site for the secondary school was mainly in Trimley St. Mary.

94. HIGHWAYS AND FOOTPATHS

1. Suffolk County Council had advised the Council of a temporary closure of the U3113 Cordy's Lane/Station Road for Network Rail track maintenance between 22.30hrs on Saturday, 29th January 2005 and 07.30hrs on Sunday, 30th January 2005. The correspondence stated that no suitable alternative route would be available. The Clerk had forwarded this information to the webmaster. Mrs M J Dixon reminded the members that a similar closure had been proposed previously and the Clerk had been asked to write to Suffolk County Council, expressing the Council's concerns. It was agreed that the Clerk should write again in response to the above closure, attaching a copy of the letter previously sent.
2. A document entitled 'A14 Dockspur Roundabout, Eastbound Approach – Six Month Speed Survey – second report' received from the Highways Agency was circulated for the members' interest and information.
3. The Chairman advised the Council that a tree outside an address in Burnham Close had been split in the high winds. The Clerk was asked to report this to the relevant authority.
4. B Frost expressed concern that the planning application referred to in 93.4 could see a footpath turned into a road for access.

95. EMERGENCY ISSUES

1. E Durrant expressed concern about the amount of rubbish everywhere, particularly in Gaymers Lane and the corner of the playing field, bags being caught up in trees. He asked whether someone could be found to clear rubbish around the village for about four hours a month and whether the Council could support the cost, which would have to be ascertained. Mrs M J Dixon suggested that the matter be referred to Suffolk Coastal District Council first. The Clerk agreed to make enquiries.

96. NEXT MEETING

Monday, February 7th 2005 at 7.00p.m.

The meeting closed at 9.12p.m.

_____ Chairman

_____ Date

IN CAMERA

1. At 9.13p.m. the Council met in camera, during which time the Clerk read out letters from applicants for the casual vacancies. The voting process was undertaken and Mr Carl Storer and Mrs Barbara Shout were duly co-opted as members of the Council.

This part of the meeting concluded at 9.16p.m.

_____ **Chairman** _____ **Date**