

TRIMLEY ST. MARY PARISH COUNCIL

Minutes of the Trimley St. Mary Parish Council meeting held on Monday, October 3rd 2005 at the Trimley St. Mary School at 7.18p.m.

Present:

Councillors: Mrs H J Blackshaw, Mrs M J Dixon, E Durrant, B Frost (Chairman), N Mayes, Mrs B Shout, D Southgate and C Storer.

Apologies: R Kerry and D Tyler.

40. DECLARATIONS OF INTEREST

N Mayes declared an interest in matters relating to the Port of Felixstowe; Mrs B Shout and C Storer declared an interest in major planning proposals; Mrs M J Dixon declared an interest in planning issues.

41. MINUTES

The minutes of the Parish Council meeting held on Monday, September 5th 2005, which had been circulated, were approved as a correct record. Proposed, C Storer, seconded, Mrs B Shout.

42. COUNCILLORS' FEEDBACK ON CLERK'S REPORT AND COUNCILLORS' REPORTS

1. Councillors' Feedback. Before considering the Clerk's report, the Chairman advised the members that a letter had been received from J Newman submitting his resignation. The letter, according to correct procedure, had been sent to R Kerry. Since it had not been passed on to the Clerk, she was unable to comment further on the content. The Clerk confirmed that she would write to Mr Newman, expressing the Council's thanks for services rendered in the past, and take all the necessary steps to advertise the vacancy.

The Chairman invited the Clerk to inform the members of any additions to her report, since the production of the agenda, and obtain approval for actions required. The Clerk advised the members that an informal meeting had been set up with local Church leaders. Approval was given for the Clerk to pursue the matter of the Strategy meetings being held at the school. The streetlight details had been received and passed on to the Chairman and an address had been obtained for the owner of Faulkener's Way shops and flats. From previous enquiries it would seem that the owner of the shops was responsible for the vegetation in the area and the Clerk was authorised to write the appropriate letter to the owner. Full details for the Remembrance Day services were provided. Mrs B Shout agreed to represent the Parish Council at Reeve Lodge, E Durrant at the church. The Clerk advised the members that the Reeve Lodge party was to take place on Thursday, December 15th 2005, 7.00p.m. The Christmas trees for Brierfield and Reeve Lodge would be delivered on the requested date of December 9th 2005 and Mrs M J Dixon confirmed that this date would be acceptable for the Welcome Hall.

Details of damage to the new bridleway gate were reported and both the immediate action taken and possible action for the future, should the same happen again. The Clerk expressed thanks to Jane Stanbridge at the Port of Felixstowe for the swift action taken on receipt of her report concerning the incident. Two signs, which had been turned around in the village, had been reported to the relevant authority and the Clerk advised the members of damage to the bus shelter opposite Spriteshall Lane. She had immediately contacted D B Barton and asked that he make the shelter safe and remove any materials, which might be further damaged. Members authorised the Clerk to seek a quote for the repairs and P.S. M. Richardson had asked that this quote be forwarded to the Police, the perpetrators having been apprehended.

Mrs M J Dickson expressed thanks to a member of the public present, who had voluntarily offered to undertake the responsibility for the web site, if necessary.

2. Banking (Mrs B Shout). Cllr. Shout advised the members that, thanks to the meticulous diary of the Clerk on her dealings with the bank, she had been able to put together an indisputable claim. This claim, amounting to £540.00, had been paid in full, a little over £100.00 had been paid in interest for the month of August and all charges to September 5th had been waived as a goodwill gesture. With effect from September 5th, the account would operate as fee-paying and interest bearing and the Council would also now be credited with gross interest. She continued that the claim might seem small in relation to the interest gained for August but Councillors should appreciate the fluctuation of the balance over the period covered. Allowance had also been made within the claim for the costs incurred by the Council regarding the Clerk's time and telephone call charges. The bank had recommended that Cllr. Shout and the Clerk arrange an appointment with a local Business Manager, to ensure that the account set up was the most appropriate for the Council's needs, however, Cllr. Shout had obtained details from another bank, which she would like to discuss with the Clerk first. If the other bank could meet the Council's needs more cheaply, it might be a case of asking Nat West to match the deal or move banks. For the time being, Cllr. Shout concluded, it was pleasing that the account was now up and running as originally requested. The Chairman expressed enormous

praise and thanks to Cllr. Shout and the Clerk for reaching such a satisfactory conclusion to this matter, again underlining the value of meticulous record keeping.

3. Report on feedback from questionnaire (C Storer). Cllr. Storer reported that distribution had been slow and not to the order expected. Some addresses had been omitted but this had been covered, when the locations were known. The deadline for submission of responses would be extended for a week or two, due to the later than anticipated start. At present, there had been a pleasing response of 15%, the average for a cold survey being 7-8%. Indications to date showed strong support for no building on green field sites, retaining a separate identity from Felixstowe and maintaining the rural nature of the village. Concern had also been expressed about the traffic outside the school and the volume and speed of traffic passing through the village. Some people, obviously, felt very strongly about issues, which affected them but did not affect all. There had also been a lot of comments, including some oddities, which needed to be considered and Cllr. Storer had already begun to pull a summary together. The Chairman agreed that the comments were very important and, having asked when they might all be collated, Cllr. Storer stated that he expected to have the final report before the next meeting. All agreed that it was important to advise parishioners of the results and how they would affect the Council's policies. Mrs M J Dixon suggested that the information be included into the Town Crier article. Councillors concurred that a press report was a good idea and Cllr. Storer offered to draft one for inclusion in the Evening Star and several of the free papers delivered to the village. Mrs H J Blackshaw commented that many parishioners had indicated that they had enjoyed the exercise and would like to take part in other questionnaires. The Chairman thanked Cllr. Storer for all his efforts in undertaking this task.

43. ITEMS FOR DISCUSSION

1. Correspondence/Circulation Documents Requiring A Reply: (See Appendix A.2.).

- 1.1.** (See Appendix A.2.1.). The Clerk advised the members that this document had only been received that evening. As a result, there had been no time to collate comments. Members authorised the Clerk to collate the comments and submit the response on behalf of the Council.
- 1.2.** (See Appendix A.2.2.). The members' attention was drawn to the fact that the deadline for the PCT consultation document had been extended and this item would now be discussed at the November meeting. The Clerk also confirmed that the document and comments had been returned that evening. D Southgate advised those present that he had approached Haven Health and the Practice Manager had offered to provide professional views to any questions the Councillors might wish to pose, prior to submitting a formal response. Although he had not approached the other practices, he felt sure that the response would be the same. Despite the fact that this item was not scheduled for discussion at this meeting, views were expressed at length regarding the information received to date during consultation meetings and from other sources, the impact upon the community, the viability of the proposals as a whole and the predicted repercussions, with contributions from several of those present. Mrs M J Dixon added that it was appropriate for the Council as a whole to have this say, since the most at risk might not have the ability to complete the necessary forms. The Chairman concluded that he was aware that emotive issues were involved and asked the members to forward any further comments or questions to the Clerk by the middle of the month, which could then be passed on to the Practice Managers, if necessary.
- 1.3.** (See Appendix A.2.6.). The Chairman and Mrs H J Blackshaw agreed to attend the meeting at the Port of Felixstowe. C Storer added that he would advise the Clerk if he could attend at a later date.
- 1.4.** (See Appendix A.2.7.). The Clerk reported that a complaint had been received regarding this issue and she had been asked to investigate the reasons behind the dramatic increase of late, particularly during the night. Following information received from Jane Stanbridge at the Port, the Clerk had been in contact with Ian Cleland of Network Rail and the responses received had been passed to the Chairman. He advised the members that there was no new legislation but a 'spy' in the cab recorded when drivers sounded the hooter and, as a result, drivers were being more vigilant at signs placed at certain crossings, which were not signal controlled. He added that Network Rail were trying to get rid of level crossings, which would not go down well with horse-riders and walkers. Mrs M J Dixon stated that there should be set time limits for the sounding of hooters, since it was totally unreasonable near residential areas at night and the impact upon the residents should be given prime consideration. It was agreed that the Clerk would circulate the information received from Mr Cleland, once it was all in a printable format, and the Chairman concluded that, if he knew Network Rail and their Health and Safety Issues, from his experience the Council would not get far in this matter.
- 1.5.** (See Appendix A.2.11.). Members were advised of this additional item, since the production of the agenda. The Chairman volunteered to attend this meeting and asked that any issues Councillors wished to be raised be passed on to him. C Storer added that he would check his availability for this date and advise the Clerk accordingly. Mrs B Shout reported that mention of the abundance of litter had appeared several times in the questionnaires she had read and was an issue to be addressed.
- 1.6.** The Clerk advised the members of three additional items under Information Circulars, received since the production of the agenda (see Appendix A.3. and available from the Clerk on request).

The meeting was adjourned at this point (7.59p.m.) to allow Cllr. J Goodwin of Suffolk County Council, who had advised the Clerk that he would late for the meeting and offered his apologies for this fact, to present his report. The meeting reconvened at 8.06p.m.

2. Members' Agenda Items:

2.1. Parking High Road (Chairman). The Chairman reported that a meeting had been held on September 27th 2005 at the school on this subject. Angela Rapley of Suffolk County Council had agreed to produce a report, which would, hopefully, be circulated in the not too distant future. The report would not offer a complete solution but a number of proposals, since there were a variety of ways of approaching the problem. Actions would be taken, after the appropriate consultation processes had been completed.

3. Items From Strategy Meetings:

None received.

44. FINANCE

1. The monthly financial statement was presented and agreed. Proposed, B Frost, seconded, E Durrant.

2. Receipts:

Nat West	Interest	100.52
Trimley Red Devils	Pitch Fees	300.00

3. Paid since Last Meeting:

M G Distribution	Questionnaire	117.50 (awaiting actual invoice).
BT	Installation of Line & Charges	174.27

4. Expenditure:

Bus Shelters	To 01/10/05 (4 weeks)	60.00
D B Barton	Grass Cutting	60.00

5. The Clerk advised the members that the second half of the precept was due on September 30th 2005. BACS advice of this transaction had been received but no bank statement to confirm this or the paying in of the cheque from the Red Devils.

6. Quote Stennetts Playing Field – Rabbits. The quote for this work was the same as previously given, namely £372 plus VAT. This advice had been forwarded to all on email but a majority decision had not been reached. The Clerk sought approval in order to initiate this work. B Frost proposed that the quote be accepted, C Storer seconded the motion and all agreed. The Chairman added that he was disappointed that the Clerk had been hindered from taking action, due to the lack of response. He suggested that, in future, a limit be approved at meetings for quotes to be sought, in order that the Clerk might authorise the work at the earliest opportunity.

7. Quotes for cleaning of glass bus shelters. The Clerk reported that her window cleaner had submitted a quote for £7.00 for both shelters, to be cleaned every 6-8 weeks. Although another quote had been sought, the person offering this service had advised the Clerk that the charge was extremely reasonable and should be accepted. The Clerk suggested that payment be made from her imprest, on the production of an acceptable receipt for the records. E Durrant proposed that the quote be accepted and payment made as suggested by the Clerk, D Southgate seconded the motion and all agreed.

8. Link Road. Details of the annual maintenance fee, received from Trimley St. Martin Parish Council, were provided, which included the costs for the extra strimming required twice a year, the total payable by Trimley St. Mary Parish Council being £300.00, if a contribution to the extra strimming was accepted. The Clerk advised the members that there was only £173.00 left in reserved funds and the Chairman suggested that the deficit could easily come from another pot. Mrs M J Dixon added that the provision of the beds had made a big difference to the entrance to the villages. All agreed that the request for £300.00 for the maintenance of the Link Road for the period 2005-2006 be accepted and that monies be allocated in the next budget for the furtherance of contributions to this worthwhile scheme. The Clerk reported that within the letter received on this subject there had been two other items, namely the fact that two street signs were being purchased for Howlett Way, funded by Trimley St. Martin Parish Council and a request for a Joint Committee Meeting, the members for Trimley St. Mary being the Chairman, the Vice-Chairman and Mrs H J Blackshaw. Mrs M J Dixon stated that she believed that she had always been on this committee but it was confirmed that, although not on the committee, she had always attended in her capacity as a Suffolk Coastal District Councillor.

9. Ideas for use of Locality Grant Funding. The Clerk again requested that this matter be given consideration, time for applying for the funding running out. Since there was still some confusion as to whether it existed any more and the procedures, following a reassurance from Cllr. J Goodwin of Suffolk County Council that funding was still available and a brief synopsis by the Clerk of information received to date on procedures, supported by the Chairman as those to be followed henceforth regardless of what had happened previously, it was agreed that the Locality Funding paperwork in the Clerk's possession be circulated and this item put on the next agenda. A suggestion was made that this could be an item for Strategy meetings. The Clerk responded that this had been proposed for the August meeting but had not been placed on the agenda. The Chairman concluded that time was of

the essence and the issue should be discussed at the next full Council meeting, not delayed until the next Strategy meeting.

45. PLANNING

1. Applications:

C/05/1652 Erection of two-storey side and rear extension and single-storey rear extension, conservatory and front entrance porch (existing shed to be demolished), 27, Spriteshall Lane – objected.

C/05/1499 Externally illuminated company name sign on gable end of building and on gate and non-illuminated sign on new gate, Station Yard, Trimley Station, Station Road – objected. Recommendations made.

C05/1783/FUL Erection of extensions and conversion of existing house to 3 flats and erection of 4 flats together with ancillary works, 31, Station Road – supported.

2. The Clerk advised the members of an additional planning application granted permission, since the production of the agenda (see Appendix A.4.).

46. HIGHWAYS AND FOOTPATHS

1. The Clerk provided details of a letter received from Angela Rapley of Suffolk County Council requesting written confirmation of the Council's decision on the proposed refuge, despite having received verbal confirmation, as witnessed by the Chairman, and including a letter from a resident supporting the refuge, dated August 8th 2005 (after the Council's decision). It appeared that the author of the letter had not been approached as living at an address directly affected by the proposed refuge. Councillors queried whether the decision should be re-considered and the issue resurrected, since there was now evidence of support for this project from the letter and in the content of the questionnaires and no resurfacing was now scheduled to take place. C Storer added that all traffic problems needed to be addressed and Mrs H J Blackshaw supported the needs of the elderly for time to cross the busy road. The Chairman stated that he was aware of refuges in some very awkward places in Felixstowe, however, in this instance, despite the Council's request for a refuge, addressing the need to slow traffic and to improve safety, the opposition from concerned residents had outweighed the numbers of those requesting such a scheme. It was agreed that the matter should be held in abeyance, until all the comments on the questionnaires had been compiled.

2. The following information had been provided by Suffolk County Council Environment and Transport Department: – Suffolk Provisional Local Transport Plan 2006-2011 Summary Leaflet; Suffolk's Annual Progress Report 2005 Summary Leaflet; Provisional LTP Questionnaire (all available from the Clerk on request); details of the Suffolk Transport Forums 2005. It was confirmed that the Chairman would be attending the latter and the Clerk advised the members that, if anyone else was interested, the relevant form was available from her.

3. Reports were received about overhanging/overgrowing vegetation at two locations in the village and the Clerk was requested to write the appropriate letters.

47. EMERGENCY ISSUES

There were no issues under this heading.

48. NEXT MEETING

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

The meeting closed at 8.43 p.m.

_____ **Chairman**

_____ **Date**