

TRIMLEY ST. MARY PARISH COUNCIL

Minutes of the Trimley St. Mary Parish Council meeting held on Monday, 7th March 2005 at Trimley St. Mary School at 6.30p.m.

Present:

Councillors: Mrs H J Blackshaw, Mrs M J Dixon, E Durrant, B Frost, R Kerry (Chairman), J Newman, Mrs B Shout and C Storer.

Apologies: N Mayes, D Southgate and D Tyler.

109. DECLARATIONS OF INTEREST

J Newman, Mrs B Shout and C Storer declared an interest in major planning proposals. B Frost declared an interest in ESTA and Mrs M J Dixon declared an interest in planning matters in general.

110. MINUTES

The minutes of the Parish Council meeting held on Monday, 7th February 2005 and the minutes of the Trustees' meeting held on Monday, 7th February 2005, which had been circulated, were approved as a correct record. Proposed, E Durrant, seconded, Mrs B Shout.

111. CLERK'S REPORT

Letters and plans had been sent to the occupiers of residences from number 142, High Road to number 6, Burwood Place, including the school and from number 107 to 129, High Road, including the garage, regarding the parking restriction proposals. It was agreed that the Chairman would read out the responses received for the members' interest and information under Highways.

The Clerk thanked the Chairman, who had been able to remove the graffiti from the bus shelter opposite the pub, with the exclusion of the gold paint. The Chairman had requested a quote from Mr Barton to repaint the shelter.

With regard to the cutting of trees on the Blofield site, the Clerk had received confirmation that this was merely the removal of dead elms. Mr Collins of Bidwells had added, whilst speaking to the Clerk, that he would check the next day to ensure that the workers were not going overboard with the cutting.

The Clerk asked the members about a response to the letter received from a resident, which had been circulated to all members and had now been returned to the Clerk, regarding the major planning proposals for the village. All agreed that a letter, thanking the person concerned for taking the time to compose such a lengthy, considered letter, should be written. Mrs M J Dixon expressed a wish to correct a few matters of fact towards the end of the letter and it was agreed that she should liaise with the Clerk in the composition of the reply.

Members were informed that the Volunteer Centre details had been passed on to the Carnival Committee, the Council and Charter questionnaire, omitted from the last meeting, had been returned, thanks to assistance to the Clerk from Mrs M J Dixon, the precept for 2005-2006 had been confirmed, the first instalment being received by April 29th 2005 and all necessary steps had been taken with regard to the turf care maintenance, pest control, ROSPA inspection of the play equipment and Full Sports Turf Research Institute report for Stennetts Playing Field 2005-2006. Laurie Pest Control Ltd. had confirmed that the invoice under Finance would be the last and the final treatment by this company would take place in May. The Clerk had advised Tim Collard of Suffolk Coastal Services Ltd. of this fact and SCSL would take over the pest control in June 2005.

The Clerk had submitted an article to the 'Town Crier', which had, with some small alterations, been duly published.

Members were reminded about the Local Authority Liaison Committee meeting at Trinity College, Cambridge on March 15th 2005. A request had been made for confirmation of those attending as soon as possible and the Chairman confirmed that he was still going. No one else present at the meeting was able to attend and the Clerk added that she had sent apologies on behalf of herself and the Vice-Chairman. The Clerk continued that the next meeting of the Parish Council would be preceded by the Annual Parish Meeting and would take place in the school hall. This would be advertised on the notice boards, in the press and on the website but members were encouraged to do whatever was in their power to secure a good attendance. Details of the agenda were provided, which included discussions on major planning proposals affecting the village and the Clerk hoped to secure Annette Gray of Suffolk Acre, as a guest speaker, to talk on Parish Plans. Those responsible for reports were reminded that a copy should be provided for the Clerk to accompany the minutes and spare copies

available for interested parties. Most members present requested copies of the poster advertising the Annual Parish Meeting for display purposes.

A full Trustees' meeting was requested following the main Parish Council meeting.

Reports and Items Requested for the Agenda:

B Frost – Community Services Direct. B Frost drew attention to details of a new service, which came round among recent circulation documents. This was a new joint venture between British Telecom, Suffolk County Council and Mid Suffolk District Council 'to work together to revolutionise the way that Suffolk people accessed their council services'. A key aspect of Community Services Direct was improved Public Access, aimed at improving the availability of council services to people, no matter how they chose to access them. Cllr. Frost continued that an Access Centre had recently been opened in Stowmarket for 'walk in' enquiries and a contact centre for telephone calls was included. A special website would be launched in the coming months and more service centres would be opening in Eye and Needham Market. Cllr. Frost asked whether Suffolk Coastal District Council could be persuaded to join this venture so that perhaps an Access Centre could be made available in the Felixstowe area, the population being double that of Stowmarket, and, if not, what plans Suffolk Coastal District Council and Suffolk County Council had to improve the availability of public access to the services operated by both Councils. Cllr. Frost continued that, whilst Councillors generally knew which Council or number to call, the same could not be said for the general public, with those trying to gain answers being passed from one Council to another. He concluded that a 'one stop' shop would be all to the good. All agreed that the Clerk should write a letter to Suffolk Coastal District Council asking when such a service to improve public access would be available in the area.

C Storer – Involving the Community and Time for Strategic Thinking. C Storer proposed that the Council adopt a policy to improve communications and involve the community more in Parish Council activities. He stated that some people wrongly perceived that the Parish Council did not want to be involved with the community. The Chairman added that all the people, who attended meetings, were treated fairly and their views listened to but, all too often, no members of the public came along to the meetings and attendance was very disappointing. Cllr. Storer responded to this by suggesting that the onus was on the Councillors to try harder, particularly since, if the minutes were produced in note form, as was the case with some Councils, the general public, not having attended the meeting, would not find them easy to understand. He firmly believed that setting a policy for future action would enable the Council continually to review how to improve communications etc. and involve the community more.

Various possible solutions were discussed, including the publication of a newsletter, as opposed to the quarterly article in the 'Town Crier', if someone could be found to produce it and the costs were not prohibitive, an Annual Report (again depending on someone to produce this and the cost), photographs of the Councillors on the website/ a list of names in the 'Town Crier' in order that the public might identify the Councillors more easily, a list of all the other meetings attended by the Councillors on the website, so that the public might be more aware of the Councillors' involvements. Mrs M J Dixon pointed out that the introduction of a newsletter in Trimley St. Martin had not greatly increased public attendance at meetings but hopefully the parishioners felt more involved. She continued that the Kirton newsletter highlighted different Councillors. The Clerk added that some Councillors might not wish too many details, such as addresses and /or telephone numbers published on the website but she would send a list of Councillors' names to the 'Town Crier' for publication. The Chairman was confident that the webmaster would help in any way possible in this matter and all agreed a sub-committee should be formed to discuss how relations with the community could be improved.

Cllr Storer proposed that time be set aside on each Parish Council agenda for the consideration of specific strategic/forward planning issues. He continued that meetings seemed to be reactive to events not planning towards events and what the Council would want to see in the community in the future. Cllr. Storer felt that with such a busy agenda for each meeting, the same weight was given to each item be they important, trivial, short-term or long-term, meaning that there was no sufficient time for adequate debate by the whole Council on important issues, which required strategic thinking. All agreed that the monthly agenda was overcrowded and the time limit on the meetings compounded the problem. It was further agreed by all present that the solution lay in holding a separate full meeting of the Council on a quarterly basis specifically for this purpose. No agenda would be produced, the Clerk was not required to be present to take the minutes and this would not be a public meeting. At the end of each meeting the Councillors would produce a report about the ideas they had come up with.

112. The meeting was adjourned at 6.57p.m. at which time Steve Brown of Suffolk Coastal District Council made a presentation on current major planning proposals, namely the East of England Plan, the Felixstowe Masterplan and the planning proposals received from Trinity College, Cambridge. During this time members

were able to ask pertinent questions. Having thanked Mr Brown for his attendance, members of the public, who had attended the meeting, were invited to speak under Public Question Time. The Chairman read out the Community Police Officer's report and the report from Mrs P O'Brien, Suffolk County Councillor, who had sent her apologies. Mrs M J Dixon, Suffolk Coastal District Councillor, produced a report on the new figures for Council tax. The meeting reconvened at 7.46p.m.

113. ISSUES ARISING FROM REPORTS

1. C Storer commended Mrs M J Dixon for her diligence in attending other Parish Council meetings and commented that the members did not seem to see so much of the other District Councillors for the Parish. The Chairman assured Cllr. Storer that, although little had been seen of J Bidwell, Mrs S Green had attended the meetings on a regular basis.

114. CORRESPONDENCE

1. Members were informed about a document from DEFRA entitled 'Introduction of the Clean Neighbourhoods and Environment Bill' and how to view it. A summary of the contents of the Bill had been provided, which the Clerk agreed to copy for all members, adding the website address at the top.
2. Discussion documents on Citizen Engagement and Public Services: Why Neighbourhoods Matter and Vibrant Local Leadership had been received from the Office of the Deputy Prime Minister. It was agreed that these would be circulated for the members' interest and information, to be considered at a later meeting.
3. The Suffolk Preservation Society had provided the Council with its first draft on the Draft Regional Spatial Strategy 14 for the East of England Plan, copies of which had already been circulated to the groups dealing with the Council's responses. Further copies would be made for the other members of the Council. Also included in the paperwork was an invitation to attend a Seminar 'Change and Challenge' for Suffolk Amenity Societies and other interested parties on Saturday, 9th April 2005, from 10.00a.m. to 3.30p.m. at Haughley Park Barn, Haughley, near Stowmarket. Mrs M J Dixon expressed an interest in attending this.
4. The Standards Board For England had forwarded a questionnaire entitled 'a Code for the Future', copies of which had been distributed to some members, the Clerk only having received 5 copies in total. More had been ordered and would be distributed as soon as possible.
5. The Chairman read out a letter from Hutchisons Port (UK) giving updated information regarding acoustic barriers and the dualling of Felixstowe branch line.
6. Suffolk Coastal Services Ltd. had sent the appropriate form for the Litter Action, Spring 2005. It was agreed that this would take place on Saturday, April 9th 2005 at 10.00a.m. along High Road, Church Lane, Thurman's Lane and at Stennetts Playing Field and the green at Faulkener's Way shops. Various members took responsibility as leaders for each venue and B Frost asked that enquiries be made into hiring/buying litter pick sticks. The Clerk agreed to complete the form, make enquiries about the sticks and produce posters to advertise the event. Richard Cornwell was also asked to promote this activity, in the hope that it might encourage some parishioners to take part. Bags and gloves would be issued to the team leaders on receipt. The Clerk had also been advised of the cancellation of the rubbish collection on the previous Friday due to the snow and had been informed that the refuse collectors would be out on Saturday instead to complete the collection. B Frost added that, although the black bags had been collected, his papers had not and, having made a telephone call, he was advised to leave them out. No other members of the Council had experienced a similar situation.

Mrs M J Dixon asked the members if they felt that Suffolk Coastal Services Ltd. was doing enough to clear litter in the public areas, various comments having been received that the problem of litter seemed to be increasing. Councillors did not feel enough was being done and the Clerk was asked to write a letter to the authority to that effect.

Mrs H J Blackshaw commented on an article seen recently, intimating that rubbish might only be collected fortnightly. This generated some concern, it being felt that, whilst certain households would withhold rubbish until the collection date, others would put it out anyway and the bags would be ripped open. The question was posed whether households would be consulted, if there were to be a change in the frequency of collections.

7. Survey forms from Suffolk Coastal District Council entitled 'Working With Town And Parish Councils – A survey of the Town and Parish Councils in Suffolk Coastal to find out how effectively the District Council communicates and works with them' had been received for each Councillor and the Clerk requested that each member collect a copy. A full Council response was required by May 31st 2005, which would have to be completed at the May meeting, the agenda for the April meeting being extensive, since the Annual Parish Meeting would precede this.

115. INFORMATION CIRCULARS

The following were presented and/or circulated:

1. Suffolk Acre – Suffolk Scene, Bulletin 30, Winter 2005, Health and Safety Course, membership renewal, Village Hall of the Year Competition, Probert Community Initiative Awards 2005.
2. SCDC – Agenda for the Standards Committee meeting, Thursday, March 3rd 2005 and minutes for the meeting held on January 6th 2005. The Chairman added that, unfortunately, the dispensation sought for Mrs B Shout and C Storer had been omitted from the agenda for March 3rd. The Clerk had spotted this, called Mrs H Slater at Suffolk Coastal District Council, who had apologised profusely and assured the Clerk that it would be on the next agenda. The Clerk added that, since the Council was unlikely to discuss any new financial issues from the precept with regard to Stennetts Memorial Playing Field or the Welcome Hall, this would not pose a problem.

116. FINANCE

1. The monthly financial statement was presented and agreed. Proposed, B Frost, seconded, Mrs H J Blackshaw.

2. Receipts:

H M C & E	VAT Refund	993.72
Trimley Red Devils	Lease Payment 2005.	250.00

3. Expenditure:

Bus Shelters	8/02/05-12/03/05 + 4 weeks	64.29
Village Sign Gardening	To 31/03/05	20.00
G C Gibbs	Village Sign Cleaning	5.00
SCSL	Stennetts Turfcare 2004-2005	3273.55
SCSL	Litterbin Welcome Hall Shelter	32.43
SCSL	Equip. Inspections 2004-2005	84.60
Felixstowe Town Council	Cemetery Contribution 2004-2005	950.00
Laurie Pest Control Ltd.	Pest Control	141.00
Clerk	Imprest Top Up	22.08
Clerk	Use of House 2004-2005.	120.00
Clerk	Salary to 31/03/05	1866.38
Clerk	Employers' N.I. to 31/03/05	88.27

4. The Clerk advised the members that she had received two sets of invoices for Stennetts Turfcare, Equipment Inspections and Cemetery Contributions in the same financial year, the invoices for 2003-2004 having arrived late.

5. The Clerk reminded those present that she was now engaged in the end of year returns for the Inland Revenue and the Council's Accounts. The Chairman added that this was a particularly busy time for the Clerk and asked that the members show forbearance and not overburden the Clerk unduly.

117. PLANNING

1. Applications:

CO4/2355 Use of land for the erection of four flats, land adjacent 31, Station Road – further information/plan/letter submitted. It was confirmed that no additional response had been required from the Parish Council, its previous concerns having been addressed. The plans had been considered by Suffolk Coastal District Council's South Area Team Development Control Sub-Committee on Thursday, March 3rd 2005 and permission had been granted.

CO5/0345 Erection of two-storey rear extension, 57, Faulkener's Way – objected.

CO5/0357 Retention of existing conservatory, 34, Hunters End – supported.

CO5/0412 Erection of first floor side extension, 16, The Josselyns – supported with recommendation.

2. Decisions:

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

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

3. A response from the Suffolk Preservation Society to planning applications CO5/0032 and CO5/0033, Clickett Hill and Blofield Hall land north of Blofield Road/Nicholas Road had been received, the bottom line being that the Society requested both applications be rejected. B Frost asked whether the Clerk had ever received the amended plans for the footpath/bridleway alterations and a reply in the negative was obtained. Cllr. Frost expressed continued concern about the problem reaching the Docks from Cordy's Lane and the fact that a temporary measure might become permanent, stating that, if possible, it was his intention to go, as a member of the public, to the hearing on March 31st 2005.

The Society had also sent its response to the second 'vision' and the Chairman read out the letter for the members' interest and information. The Clerk added that she would provide individual copies of the letter for the Councillors.

4. With regard to the Council's responses to the East of England Plan, C Storer stated that how much Trimley St. Mary would feature in the EERA consultation process had been made quite apparent by Steve Brown of Suffolk Coastal District Council during his presentation but some responses should be made as markers. B Frost added that the transport issues indicated a lot of aspirations but, he felt, a lot of the policies could not be delivered. It was agreed that the East of England Plan proposed responses would be finalised at a meeting on Thursday, 10th March 2005 at 10.00a.m. at Mrs M J Dixon's home and forwarded to the Clerk, who apologised, being unable to attend the meeting, due to prior arrangements.

5. B Frost enquired whether any more had been heard regarding the Station Nurseries Appeal. Neither Mrs M J Dixon nor the Clerk had heard anything further and the Clerk agreed to investigate the matter and attempt to ascertain when it was going to be held.

118. HIGHWAYS AND FOOTPATHS

1. The Chairman read out the responses received from residents regarding proposed parking restrictions on High Road. It was agreed that the Clerk would copy all the letters and forwarded them to Suffolk County Council. She would also write a courtesy thank you letter to all residents, who had responded. C Storer enquired whether there had to be a consensus of opinion, an answer in the affirmative being received. B Frost also explained, for the members' interest and information, why parking on the school side of the road had been rejected, this being due to the curvature of the road, which obstructed the vision of drivers coming from the Ipswich direction. Cllr. Frost continued that, if these plans were thrown out, the Council would have to start all over again, considering yellow lines with restrictions at certain times.

2. Attention was drawn to the car up for sale parked on the grass at the end of Faulkener's Way. The Clerk confirmed that it had already been reported to Suffolk County Council, as had several other cars parked on County Council grass verges. Details of another vehicle permanently parked on the grass were provided.

3. Mrs B Shout reported that a light in the alley leading from High Road to Elm Gardens had been turned round and was shining into someone's garden. Members concurred that this had been reported before and Cllr. Shout was asked to furnish the Clerk with the lamp's number, in order that this matter might be pursued again.

119. EMERGENCY ISSUES

1. E Durrant reported that the steps to the slide at Stennetts Memorial Playing Field had still not been fixed. The Clerk stated that it had been reported but she would report it again. Cllr. Durrant continued that the netting on the climbing frame was also not good and confirmed that the overgrowing vegetation had been cut back from the streetlight. The Chairman reminded the members that a ROSPA inspection had been sought for the children's play area at Stennetts, which should provide details of repairs required.

2. C Storer reported a high volume of motorcyclists, about 13 years of age, without helmets, going up and down the whole length of Thurman's Lane. The Clerk stated that she would report this to the local Community Police Officers.

120. NEXT MEETING

Monday, 11th April 2005 at 7.00p.m. **in the School Hall following the APM.**

The meeting closed at 8.50p.m.

_____ **Chairman**

_____ **Date**