

TRIMLEY ST. MARY PARISH COUNCIL

Minutes of the Trimley St. Mary Parish Council meeting held on Monday, 5th September 2005 at the Trimley St. Mary School at 7.25p.m.

Present:

Councillors: Mrs H J Blackshaw, E Durrant, B Frost, R Kerry (Chairman), N Mayes, Mrs B Shout, C Storer and D Tyler.

Apologies: Mrs M J Dixon, J Newman and D Southgate.

31. DECLARATIONS OF INTEREST

N Mayes and D Tyler declared an interest in matters relating to the Port of Felixstowe; Mrs B Shout and C Storer declared an interest in major planning proposals; B Frost declared an interest in ESTA; D Tyler declared a prejudicial interest in planning application C/05/1538.

32. MINUTES

The minutes of the Parish Council meeting held on Monday, 25th July 2005, which had been circulated, were approved as a correct record. Proposed, B Frost, seconded, Mrs B Shout.

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

1. Councillors' Feedback. The Clerk made some additions to her report, since it had been composed. She advised the members that a response had been received from the Rt. Hon John Gummer M.P., urging the members to attend the meeting to be held at St John's Church on Friday, September 16th and a meeting to be called by the PCT on Friday, 30th September at 2.00p.m. at the Elizabeth Orwell Hotel in Felixstowe. Posters had been received from the Suffolk East Primary Care Trusts, advertising the dates and venues for public consultation meetings throughout the area. These had been displayed on the Welcome Hall notice board with the kind permission of Mrs M J Dixon. The Vice-Chairman also drew attention to a meeting at Endeavour House, Ipswich at 5.30p.m. on September 15th 2005, which he anticipated attending.

The matter of setting up a meeting with the school and the Police regarding the parking problems in High Road was highlighted, the Clerk was authorised to write letters regarding overgrowing and overhanging vegetation in Brotherton Avenue and the Clerk confirmed that she was still experiencing problems with Cllr. J Goodwin's email address. Authorisation was also given for the Clerk to contact Suffolk Coastal Services Ltd. to see if they would remove the wood and chicken wire behind the bus shelter at Park View. C Storer expressed grave concern at the list of missing circulation documents compiled by the Clerk. It was, therefore, agreed that, in future, only the most essential documents would be circulated, this to be at the Clerk's discretion, and all other items would be marked as available from the Clerk on request. C Storer proposed the motion, B Frost seconded the motion and all agreed. It was further agreed that only items 2.1, 2.4 and 2.7 under Appendix A.2 would be circulated from this meeting.

E Durrant reported broken, jagged glass at the bus shelter at the Free Church. The Clerk agreed to pass this on to the relevant authority, in the hope that the damaged shelter might soon be removed. The Clerk again stressed that a decision from the top was awaited on the future of a replacement shelter at this location.

2. Banking (Mrs B Shout). Cllr. Shout had produced a document, detailing the history of events since she and the Clerk had attended a meeting at the bank on Wednesday, 27th July 2005 (available from the Clerk only on request). She confirmed that, since that meeting, nothing had been done, earning the bank a score of -2 for satisfaction. Cllr. Shout continued that she had a list of 6 questions for the bank, when she and the Clerk met with them again on September 7th 2005 and she would not be leaving without the answers. The Chairman and Vice-Chairman were requested to sign a letter, indicating that the Parish Council wished the account to be operated as fee-paying and receiving interest. A further document was signed by the Chairman and Vice-Chairman requesting tax-free interest. The possibility of moving the account was raised and Cllr. Shout drew the members' attention to a new booklet, details within which intimated that the account could be interest bearing with no charges. Cllr. Shout advised the members that a detailed history was essential for the ombudsman and copies would be sent, if this matter were not resolved. She concluded by stating that the 'one-off' payment, in recompense for the interest lost and the time and effort

spent trying to resolve this matter, should also be increased, if a solution were not gained in the next few days. The Chairman thanked Cllr. Shout for her assistance in this matter.

3. Bus Service Changes (Vice-Chairman). Cllr. Frost advised the members that he had written a letter to Charles Salter of Suffolk County Council, regarding the revised bus services in the area. In his letter he had pointed out various errors and the lack of availability of the new timetables. A comprehensive reply had been received. The new timetables indicated no loss of morning peak time buses to Ipswich and the 5 buses to Ipswich were spread out better. An assessment of over crowding would be impossible, until the School and College terms started. The only loss was the morning service, which ran via Kirton and Bucklesham, effectively replaced by a direct service. There would be no direct service to the Dock area, just to Carr Road, there would be earlier buses into Ipswich and later buses from Ipswich on Sundays and no buses would extend to/from Ipswich Rail Station in the evenings and Sundays, all terminating at the Old Cattle Market. Cllr. Frost concluded that updated area timetable books were still not available but First did have their timetables available well in advance. Concern was expressed that buses would not extend to/from Ipswich Rail Station in the evenings and Sundays. The Clerk was requested to forward this concern to the relevant authority and to request confirmation that the facility for rail tickets to be used on the last bus from Ipswich and the last 3 Sunday evening buses from Ipswich had been withdrawn.

34. ITEMS FOR DISCUSSION

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

1.1.(Reference Appendix A.2.1.). It was agreed that this document be circulated and returned to the Clerk by September 30th 2005 for inclusion as an item on the agenda for the October meeting.

1.2.(Reference Appendix A.2.2.). No response for attendance or action by Clerk received.

1.3.(Reference Appendix A.2.3.) The Vice-Chairman and N Mayes agreed to serve on this committee.

The Chairman stated that he believed Mrs M J Dixon also wished to be involved in this group and suggested that her acceptance be sought, before appointing another member. All agreed and the Clerk indicated that she would contact Cllr. Dixon and, should she accept the position, the committee would then be able to schedule a date for a meeting with her. She continued that she had received information that the new pay scales for 2006 would possibly be ready in January 2006 and that it might be advisable to delay the budget meeting until then.

1.4.(Reference Appendix A.2.7.). This document was circulated. C Storer requested a web address, which was provided by the Clerk.

1.5.(Reference Appendix A.2.9.). Mrs H J Blackshaw and Mrs B Shout indicated a wish to attend this forum. The Clerk agreed to pass on the relevant paperwork.

2. Members' Agenda Items:

2.1. Response from Eleanor Keating of Suffolk Coastal District Council regarding Blofield (Mrs B Shout). Cllr Shout confirmed that the above had been received, in answer to her letter of 7th June 2005, in which she had posed three questions, concerning the finished surface, the lighting installation and operating hours. The reply indicated that the finished surface would be concrete block pavers, details of the lighting would have to be submitted and approved, before installation, to minimise unnecessary light pollution and no specific conditions regarding controls on construction activity on the site had been imposed.

2.2. Cleaning of glass bus shelters (E Durrant). Cllr. Durrant requested that attention be given to cleaning the glass bus shelters. It was confirmed that the Clerk had made enquiries along this line before, without success. Having changed window cleaner, she would ask again or seek advice from elsewhere for a suitable service provider.

3. Items From The 'Think Tank' Meetings:

3.1. C Storer stated that he hoped the Councillors had read the notes from the meeting held on Monday, 15th August 2005. Members were first asked to consider the Settlement Hierarchy Document, particularly the placing of Trimley St. Mary and Trimley St. Martin in relationship to Felixstowe, as part of an urban area, and the implications. All agreed that Category 4 of the document was a more suitable definition for Trimley St. Mary and the Clerk was asked to convey this view of the Council to the relevant authority. Mrs B Shout added that, at a recent meeting, it had been stated that feedback from Parish Councils and communities, perhaps as a monthly statement, was desired, Parish Plans were considered as essential and the tightening of envelopes around villages should be sought. Cllr. Storer made the point that, as a first step, it was essential to make a real effort to get the questionnaire out.

The matter of liaison with local leaders of the community, such as the Headmaster and Church leaders, by means of informal meetings with the Chairman and Vice-Chairman had been suggested as a way of developing community links. Cllr. Shout stated that the Rev. T Wells was very keen. The Clerk was asked to set up a meeting with the Headmaster, if he was agreeable, as soon as possible and Cllr. Storer requested that investigations be made as to whether the school could be used also for the Strategy meetings, this issue also to be actioned by the Clerk. A meeting with Church leaders would also be sought. Cllr. Shout suggested that a list of those using the Welcome Hall could be posted on the web site, to promote village activities. The Clerk stated that the web master had requested and actively encouraged this sort of information previously.

It had been suggested that, as a public consultation exercise, a questionnaire be devised. Cllr. Storer had taken responsibility for this task, a document had been produced and circulated and Cllr. Storer thanked the members for comments received. All being happy with the content, it was agreed that the questionnaire be distributed. Cllr. Shout had received details of a company, which would print and deliver the questionnaire to every household in Trimley St. Mary for £117.50, including VAT. B Frost proposed that this cost be accepted, E Durrant seconded the motion and all agreed. The Clerk confirmed that Farmlands Paper shop had agreed to take receipt of completed questionnaires and both she and various Councillors offered to be recipients. A closing date was set of September 30th 2005.

The Chairman suggested that a Parish Newsletter might be printed and distributed quarterly by the same company and asked Cllr. Shout to ascertain if this would be possible.

Concerns were raised about the web site not being up to date. The Clerk assured the members that information had been sent through but she believed that there had been computer problems. She had attempted to contact the webmaster on several occasions, since the Strategy meeting, but had so far failed, perhaps due to holidays being taken. She continued that she would keep on trying and reminded the members that this task had been undertaken willingly and free of charge. The Council requested that enquiries be made about an alternative webmaster, if the matter were not resolved, the web site being an important means of communication with the parishioners and vital in the publication of documents, such as the questionnaire. Cllr. Storer concluded that the questionnaire was for the use of the Parish Council but, if a good response was received, the results could be made available.

Cllr. Shout inquired how many houses had been built in the village, since the Farmlands Estate. Taking into account Eastlands Court, Burwood Place and odd houses here and there, Councillors reckoned approximately 50.

A date of Monday, November 14th 2005 was suggested for the next Strategy meeting, venue to be confirmed.

35. FINANCE

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

2. Expenditure:

Bus Shelters	To 03/09/05 (5 weeks)	75.00
Gardening 'Peace' Sign	To 30/09/05	20.00
D B Barton	Grass Cutting	40.00
Lubbock Fine	Audit 2004-2005.	293.75
Clerk	Telephone 22/03-21/08/05	54.86
Clerk	Imprest Top Up	128.52
SCC	Contrib. Lights Station Road	1,750.00
Clerk	Salary to 30/09/05	2,230.62
Clerk	Employer's N.I. to 30/09/05	128.96

3. The Clerk advised the members that the invoice for the installation of the business line (01394 285193) had not yet been received.

4. In view of bank charges for cheques issued, members agreed that the Clerk's imprest should be paid quarterly, not monthly, initially to a balance of £150.00, hence the substantial increase above.

5. The Clerk reported that the annual audit had now closed with no advisory comments received from the auditors.

6. The Clerk advised the members of the balance available in the budget for donations and gave details of those who had always received donations previously and the amounts. Members were reminded of letters written to two organisations in 2004-2005, advising them that consideration would be given to their

requests for a donation in the current financial year and the Clerk had also recently received a request from Out & About for a donation. The Chairman stated that these funds were available but did not have to be allocated and any final decision was deferred to a later date.

7. Members were advised that the Clerk was in the process of commencing preparations for the budget/precept 2006-2007. The Chairman added that, as a result, the Council needed to give consideration to the pitch fees from the Red Devils for season. All agreed that the sum should remain the same as in the previous year, namely £300.00, and the Clerk was requested to advise Mr R Race, Chairman of the Trimley Red Devils, of this recommendation.

36. PLANNING

1. Applications:

C/05/1538 Erection of single-storey side extension, 147, High Road – supported. (D Tyler left the room during the discussion of this application).

C05/1610/FUL Erection of a two-storey rear extension, 21, Burnham Close – supported with recommendation.

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 – decision delayed. It was agreed that a site visit should take place on Monday, 12th September 2005 at 7.00p.m. and Mrs M J Dixon advised of this decision. The Clerk also suggested that she pass the plans on to Cllr. Dixon, who had sent her apologies for the meeting, and all agreed.

2. C05/1297 Land adjoining 132, High Road – considered by Suffolk Coastal District Council's South Team Development Control Sub-Committee on August 18th 2005. Mrs M J Dixon in attendance. Permission had since been granted (see Appendix A.4.)

3. Refusal for work to protected trees, 12, The Avenue – gone to appeal. A further letter had been sent on behalf of the Council supporting Suffolk Coastal District Council's refusal to allow the two trees to be felled.

4. Members were advised that a letter had been received regarding the East of England Plan Public Examination announcing the deferment of the start date of the Examination in Public until Tuesday, 1st November 2005. The Clerk read out the relevant sections for the members' interest and information.

5. SCDC – Developing Affordable Housing For Local Needs – letter and guide (available from the Clerk on request).

37. HIGHWAYS AND FOOTPATHS

1. The Chairman stated that Suffolk County Council had provided copies of the orders relating to Church Lane, High Road and Kirton Road and the speed limit for Howlett Way and Kirton Road (available from the Clerk on request).

2. Members were advised that the following two documents had been received: - The Highways Agency – A14 Dockspur Roundabout Speed Surveys- Eastbound and Westbound approach and Atkins - A14 Dockspur Roundabout, Felixstowe Eastbound and Westbound Signing Scheme, April 2005 (both documents available from the Clerk on request).

3. The Chairman advised the members that a letter had been received from the Environment and Transport Department of Suffolk County Council, detailing a request from the new veterinary practice for signing on the highway to its business premises. The Chairman read out both the letter from the practice and from SCC for the members' interest and information. This matter was discussed at some length but, due to the fact that the Councillors felt that there were too many signs already and taking into consideration other recent decisions, all agreed that the request should not be supported. The Clerk was requested to pass on this decision.

38. EMERGENCY ISSUES

1. Mrs H J Blackshaw stressed the importance of attending the PCT meetings and giving consideration to how the Parish Council wanted to phrase its response to the Consultation Document, currently in circulation, adding that Felixstowe's was very good. Councillors were urged to attend as many meetings as possible and make comments. It was agreed that individuals, as well as the Council as a whole, could make responses, and the Clerk confirmed that as many responses as possible were encouraged. Details of obtaining individual copies were provided. All agreed that the comment made by Cllr. J Goodwin of Suffolk County Council "the incompetent led by the indifferent" was praiseworthy.

