

TRIMLEY ST. MARY PARISH COUNCIL

MINUTES OF MEETING

MONDAY 4TH SEPTEMBER 2006

At St. Cecilia's Church Room 1946 hrs.

PRESENT

Councillors: Mrs H Blackshaw, Mrs M Dixon, D Ellis, B Frost, R Kerry (Chairman), Mrs B Shout, C Storer

Apologies: N Mayes, D Southgate, D Tyler.

1. DECLARATIONS OF INTEREST

Mrs M Dixon	Planning
Mrs M Dixon, Mr B Frost	ESTA

2. MINUTES

The revised minutes of the meeting held on Monday 3rd July 2006 were approved as a correct record.

Bryan Frost asked that the minutes recorded start and finish times, which will be done by C Storer.

OUTSTANDING ISSUES

The parish council welcomed the new clerk and expressed their thanks to the previous clerk, Lorraine Dickson. Richard Kerry to write to Mrs Dickson to thank her for all her hard work.

The bank has not responded re: bank charges made in error last year. New clerk to write to confirm charges have not been made.

Clerk to obtain quote from Martlesham Metalcraft re: fencing at the play area within Stennetts field.

3. COUNCILLORS' FEEDBACK AND REPORTS

3.1 No issues were raised.

3.2 Councillors' reports

Richard Kerry has attended a meeting of Felixstowe Future Steering Group. He stated it had been an introductory meeting and they had discussed draft terms of reference. It was agreed that care should be taken with terms of reference and it was agreed that a hard copy of the East of England plan be purchased.

Derrick Ellis pointed out that the two Trimley villages should be named separately.

3.2.1 Satellite police station and railway station.

Barbara Shout explained the site for this was still under discussion. Nothing had been heard in reply to Bryan Frosts letter concerning the possible use of the railway station buildings.

4. ITEMS FOR DISCUSSION

4.1 Correspondence/Circulation Documents (see Appendix A.2/A.3):

- 4.1.1 Department for Transport – Public enquiry to take place on 13.3.07.
- 4.1.2 SCC – The deadline was 15/9/06 but the boundary maps are out of date.
- 4.1.3 EERA – Assessment form has been received. Hazel Blackshaw to action.
- 4.1.4 Suffolk Acre – It was agreed to try to involve the local community more. Details will be put in next newsletter. Derrick Ellis to co-ordinate.

4.2 Members' agenda items

- 4.2.1 Clerk to send letter to Head and Chair of Governors of Trimley St. Mary primary school to arrange visit with Chairman and vice-chair.
- 4.2.2 Local Works – Barbara Shout stated that e-mail addresses were required.
- 4.2.3 Management of website. Carl Storer agreed to take this forward. Good comments have been received regarding the website.
- 4.2.4 Staff Management committee. It was agreed this was no longer required.
- 4.2.5 New clerk set-up requirements – A telephone has been purchased. Carl Storer to re-direct e-mail. Clerk to arrange broadband service. Filing cabinet to be purchased, agreed.

4.3 Items from strategy meetings

- 4.3.1 It was agreed a joint steering group would be formed for the management of the Welcome Hall.
- 4.3.2 Barbara Shout was voted on to the management committee. Agreed.
- 4.3.3 It was suggested that the Welcome Hall report is on the agenda for the council meetings every other month.
- 4.3.4 The Newsletter will now be in November 06 as the deadlines were too tight for printing.
The applicant for the parish councillor vacancy is to be invited to the next meeting.

5. FINANCE

5.1 Financial statement not presented.

5.2 Paid since last meeting:

P C King	Bus Shelters to 5/8/06 (5 weeks)	22.50
A Barton	Bus Shelters to 5/8/06 (5 weeks)	45.00
D B Barton	Grass Cutting	60.00
Labelcraft	Signs for Stennetts	119.07
Previous Clerk	Salary to 7/9/06	1582.24
Previous Clerk	Employers N.I	78.70
BT	Calls and charges	11.25

5.3 Receipts		
Previous Clerk	Residue of imprest	45.43 + 6 1 st class Stamps
5.4 Expenditure:		
P C King	Bus Shelters	18.00
A Barton	Bus Shelters	36.00
D B Barton	Grass Cutting	60.00
D B Barton	Repairs to signs and shelter	45.00
New Clerk	Imprest top-up	111.57
Previous Clerk	Travelling Expenses	34.80
Previous Clerk	Use of House	50.00
Lubbock Fine	Audit Fee 2006	293.75
R Kerry	Fire Safety Book	10.00
Suffolks	Filing Cabinet (new clerk)	38.80

5.5 Trimley Red Devils Pitch Fees – set at £300. Clerk to write to Bob Race to request payment.

It was agreed that Barbara Shout would be the other signatory. The previous clerk had asked for a letter to agree accounts. It was decided that this could not be done.

6. PLANNING

6.1 Applications

- C/06/1139 – Construction of sub-station to rear of Salvesen Food Services Store – approved.
- C/06/1386 - Erection of first floor extension, 37, High Road – unable to reply within 21 day deadline.
- C/06/1415 - Extension of opening hours, 85 Faulkeners Way – qualified support. Temporary planning permission agreed to extend opening times by 1 hour for 12 months.
- C/06/1473 - Erection of rear first floor extension, 6, Chatsworth Crescent – supported.
- C/06/1474 - Erection of hardwood conservatory to rear of property, 203, High Road – object.
- C/06/1475 - Alterations and additions to erect hardwood conservatory to rear of property, 203, High Road – object.

7. HIGHWAYS AND FOOTPATHS

- 7.1 SCC – Parish of Trimley St Mary C370 and U3113 Prohibition and Restriction of Waiting Order 2006. In force.
- 7.2 Highways Agency – Stakeholder News, Issue 1 – held by clerk.
- 7.3 Footpath Walk report. Footpaths acceptable.

8. EMERGENCY ISSUES

8.1 Keys to church room now held by clerk and C Storer.

8.2 Seats outside the Welcome Hall need re-coating. Clerk to obtain quote from D Barton.

8.3 It was agreed that new clerk should attend networking day for clerks.

Meeting closed at 2126 hrs.

Next meeting will be Monday 2nd October 2006 at 7pm.

----- **Chairman** ----- **Date**