

**TRIMLEY ST MARY PARISH COUNCIL**  
**MINUTES FOR THE PARISH COUNCIL MEETING**  
**HELD AT 7:30PM ON MONDAY 13<sup>th</sup> JANUARY 2025**  
**AT THE WELCOME HALL TRIMLEY HIGH ROAD**

**PUBLIC OPEN FORUM**

**Reports from County & District Councillors, Public participation session & members questions on these items.**

**County and one District Councillor in attendance and no members of the public.**

- 1 **Opening** DS opened the meeting welcoming all, thanking everyone for coming. No additional public this evening. Invited reports from County and District Councillors.

Stuart Bird (SB) updated on progress of tree branch work on Howletts Way, Trimley St Martin. The glass bus shelter was being damaged by the branches, so this was done first, the brick shelter on other side of the road will be done soon.

SB is allocating the remainder of his Locality Budget for the year of £733 to Trimley St Martin for the Summer Fete.

SB doesn't have an update yet on whether the local elections will be held this year.

With regards to the upcoming road closures SB agreed that there hasn't been enough relevant communications and liaison with local councils. The shuttle bus has been put in place hourly. More details on Parish Council social media pages.

Devolution into single unitary regions is a government led initiative. All aspects are up in the air, it is new. Suffolk has agreed to be an early adopter in order to help shape how it happens. 12 x counties voted to accept. It is not known if Suffolk will be accepted nor whether this will impact elections. Will keep everyone informed as SB knows more.

Lynn Beal (LB) explained that Trimley St Mary Parish Council have not been told about the Shuttle Bus or how it will operate. What can the Parish Council tell the Public? Residents are very unhappy as they have work, college, hospital appointments, travel out of hours in evenings and at weekends.

SB said that the County Council are going to put the information on their website. SB said he agrees with the concerns raised.

DS/CJ there have been many emails and much correspondence circulating with opinions and frustration aired in public. All have been informed of what we know.

Note: the road has sewage connection on one side of the High Road and electric the other side. All needs to be connected. The trenches are a certain width, a buffer zone is then required to protect the workers and public and a footpath has to be

incorporated which leaves no room to keep the road open safely for the work to be completed.

District Councillor Lee Reeves (LR) added that the District Councillors weren't informed initially of these works either nor the new four-way traffic lights for preparation work for the longer closure.

LR added comments on the Devolution; further updates will be given over coming weeks, It is all speculation at the moment. LR would prefer the elections this year to go ahead and not be delayed.

No further questions from the floor.

The Parish Council business meeting opened at 8pm.

### **1. Opening**

1.1 Welcome from DS to all attendees, thanking everyone for their continued diligence and voluntary time given to the Parish and its residents.

### **1.2 Cllrs in attendance:**

David Southgate (DS)

Richard Kerry (RK)

Lynn Beal (LB)

Colin Jacobs (CJ)

Linda Knock (LK)

### **1.3 Apologies:**

Bryan Frost (BF)

Mick Richardson (MR)

**1.4 Declaration of interests:** All represent and manage the corporate Trust for the three Trust Charities

2 **Minutes** of 2<sup>nd</sup> December 2024 were agreed and signed.

### **3 Parish Councillors Reports**

3.1 LB thanked Richard Kerry for the electrical works at the Welcome Hall and the Christmas Tree. A telescopic ladder was purchased for these works for the Parish Council as a ladder was borrowed in previous years.

LB and Andrew Beal have sorted the shed and back room at the Welcome Hall. They will be setting up various scenarios for use of the newly refurbished Prettyman Room for promotion in the coming months.

**3.2** DS is meeting one of the senior managers in flooding and highways to explore solutions to the flooding issues in Stennetts Close and St Marys Close. It has been recognised that this issue has been repeatedly reported over 2 years and it is impacting elderly residents. Solutions are being sought and the Parish Council may elect to contribute to payment for repairs.

DS says that due to the weather conditions there have been no contracted grass cutting at Stennetts for a couple of months.

DS had an informal new year catch up with Robin Hill Bidwells. Nothing to report.

#### **4 Items for discussion**

**4.1** DS explained that there is no update on pedestrian crossing project future. The opportunity for a crossing moves further away until Howletts Way is developed. (Keep on every agenda so as not to lose sight)

**4.2** No costings for yellow line work have been received. Carry forward to next meeting for an update.

**4.3** LB went back to the school informing them that the side entrance proposal was County Council Planning and not Parish Council. The Parish Council is reluctant for a new entrance near to the noticeboard.

The school has not yet provided needs and costings for gardening equipment or the book offers made by the Parish Council. Hope for a response soon.

LB offered some of the compost from the allotments for the school planters.

**4.4** The dark footpath reported last month has been lit at either end for the last 40 years and people out walking have torches. There is a risk that new lighting could cause light pollution or impact unfavourably on residents' private properties. This issue was discussed at length and agreed no further action.

**4.5** DS told the PC that there will be a TEAMS meeting for the scoring panel of the tenders submitted for the county play areas including the Faulkner's Way Play Area. The PC Panel will be DS, LB and Clerk.

DS met with Sutcliffe's when they were surveying the area pre tender completion. DS has asked them to also quote for removal of 2 x rusty springers and 2 x swings and to extend the climbing frame at Stennetts Playing Field.

Tylers Green ownership was established through Land Registry checks; in 1984 the finance company owned it but went out of business. The County Council undertook to cut the grass for many years and there is evidence of this being on the cutting list for the last 11 years. It is expected that this grass cutting service will continue to be provided by Suffolk County Council.

**4.6** LB reported that 2,000 bulbs have been planted around the village including on East Green. Thanks to all residents for adhering to the request not to park on the green as it

is illegal to do so. It will give the bulbs a chance to thrive and create floral displays for residents and visitors.

Thanks to Lynn, Angela and Nina for all their hard work enhancing the verges of the village.

**4.7** The 84 folding chairs and stacking trolley have arrived and are in use, The feedback from hirers of the Welcome Hall has been very positive. Thanks to the Parish Council for providing the funding.

**4.8** Linda Knock to discuss the Parish Council investigation into insulation of the Welcome Hall. Other Councillors have been upgrading and improving the heating efficiency of the hall. LK had little success finding a suitable insulation provider.

LB explained that RK had upgraded the heating system and that her and SJP have been monitoring the heating on a smart thermostat. LB gave a quick demonstration of the statistics and graphs produced by the smart thermostat to her phone. Historical measurements can be analysed showing that the new system maintains the level of heating and shows a slow drop in temperature over time.

The roof was insulated many years ago. There was an observation of some draughts coming from the back doors. It maybe possible to look into draught-reduction brushes to be fitted to the bottom of the doors.

Thanks go to LB and SJP who monitor the heat levels daily ensuring that they are maintained to the desired temperatures dependent on the needs of different groups. Small babies need a warmer environment than some of the active exercise goods. Everyone is reminded not to tamper with the smart meter as this shows on the stats in real time and doesn't help maintain the correct temperature or maintain efficiencies.

**4.9** LK informed attendees that she would not be taking on the Tree Warden role but would continue to report using the Tree reporting tool:

<https://www.suffolk.gov.uk/roads-and-transport/roads-pavements-and-verges/trees-grass-and-weeds/trees-and-hedges/report-a-tree-or-hedge-affecting-the-highway>

Anyone can use this free to use tool.

**4.10** LB reported that for Armistice Day 2025 Trimley St Mary and Trimley St Martin parish councils have agreed to invite pupils from each school to attend the Peace Memorial to celebrate peace and commemorate the fallen. Details to be discussed nearer the time. To clarify that Armistice is a civil act of Remembrance and not a religious service.

**4.11** Devolution was discussed in the open forum earlier in the meeting. Clerk to draft a letter to County Council and District Council and cc SALC ask for explanation of no consultation to this point.

Key points:

- Why hasn't there been a democratic discussion this far;
- What will it cost?

- How will this save the County money?
- What will be the impact on local services?
- How will councillors' workload be increased with less local representatives?
- Is the current agreement a proper representation of the residents of Suffolk?
- How much impact will this have on the function, responsibilities and workload of the Parish Council?

The Parish Council was only notified by County and District Councillors this evening – at what point was a formal notification and consultation happen? The Parish Council want to know the impact.

**4.12** LB discussed news articles for publication:

- March: action DS to report to LB by 3<sup>rd</sup> February on Faulkner's Way play area update and flooding issues.
- Clerk to draft a precept update.

**4.13** The clerk raised the need to dispose of paperwork over 6/7 years old to remain compliant with GDPR and data retention guidance. All agreed that this could be done apart those documents of historic interest and these would be archived at the Welcome Hall in storage.

A costing has been requested for provision of a shed at the Welcome Hall.

The next Trust meeting is long overdue and as such will be a closed meeting for Trustees in attendance only, no public or members of the management committees. This will be the current Parish Councillors and the Parish Clerk. This meeting will be in February. Date, time and agenda will be shared to attendees in due course.

A change in date for the May meeting from the 5<sup>th</sup> to the 12<sup>th</sup> due to 5<sup>th</sup> being a Bank Holiday.

To come Bank Holidays 2025 – Good Friday 18<sup>th</sup> April, Easter Monday 21<sup>st</sup> April, Early May 5<sup>th</sup> May, Late May 26<sup>th</sup> May and then August 25<sup>th</sup> and finally Christmas etc.

## **5 FINANCE**

### **5.1 Current balance £194,457.12 as at 12<sup>th</sup> January 2025.**

Precept strategy, current financial position and projects status all discussed. An increase of £1000.00 (1.75% rise) to £58,000 per annum split into two parts. Part 1 in April and part 2 in September. This was proposed, seconded and agreed. This would be the least impactful on residents' finances.

The clerk asked approval for back pay after an underpayment was identified in their salary. The clerks PAYE is managed by a 3<sup>rd</sup> Party and the error occurred when there was a change of personal and the clerk provided out dated information.

## 5.2 Retrospective approvals for January 2025

Clerk N Dunn salary at NALC pay point 28 (December)	£1097.51
HMRC Tax	£281.60
Employer National Insurance (Parish Council contribution)	£89.69
Employee NIC	£28.79
Talk mobile SIM only account December 2024 to pay clerk	£9.95
EE WIFI Welcome Hall to pay Lynn Beal	£32.35
Richard Kerry Ladder and other – approved by Chair	£156.99
Skyline bus shelter /noticeboard cleaning	£220.00
Colin Monk audit 2023/24 (Trusts)	£50.00

### 5.2 Paid since last meeting.

Chairs	£1679.94
Daniel Hunt gardening	£80.00

## 6.0 PLANNING

### 6.11

**DC/24/4313/FUL**

#### **Proposed rear extension**

Planning Application

11 Eaton Close Trimley St Mary Felixstowe Suffolk IP11 0TG

| Received: Fri 29 Nov 2024 | Validated: Fri 29 Nov 2024 | Status: Pending

Consideration

Parish Council no comments

### 6.12

**DC/24/4423/FUL**

#### **Proposed single storey front and rear extension**

Planning Application

59 New Road Trimley St Mary Felixstowe Suffolk IP11 0TF

| Received: Thu 12 Dec 2024 | Validated: Mon 16 Dec 2024 | Status: Pending

Consideration

PC no comments

## 6.2 East Suffolk Council Decisions:

**DC/24/4160/TPO**

**T3 of TPO No. 180 / 2004 1no. Holm Oak (T1 on plan) - Overall crown reduction by up to 3 metres**

Planning Application

170 High Road Trimley St Mary Felixstowe Suffolk IP11 0SS

| Received: Tue 19 Nov 2024 | Validated: Tue 19 Nov 2024 | Status: Application Permitted

**7.0 Highways and Footpaths**

No update,

**8.0 Items to be carried forward None.**

The meeting was closed at 9.03PM

Signed by Chair: .....

Date: .....

**Future meetings:**

Monday 3<sup>rd</sup> February 2025

Monday 3<sup>rd</sup> March 2025

Monday 7<sup>th</sup> April 2025

Monday 12<sup>th</sup> May 2025

Monday 2<sup>nd</sup> June 2025

Monday 7<sup>th</sup> July 2025

Summer break in August, no meetings.

Monday 1<sup>st</sup> September 2025

Monday 6<sup>th</sup> October 2025

Monday 3 November 2025

Monday 1<sup>st</sup> December 2025