

**TRIMLEY ST MARY PARISH COUNCIL
MINUTES FOR THE PARISH COUNCIL MEETING
HELD AT 7:30PM ON MONDAY 8TH SEPTEMBER 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 two District Councillors in attendance and one member of the public.

Opening

Chair David Southgate welcomed all back from a busy summer.

County Cllr Stuart Bird (SB) raised the issue of graffiti and vandalism incidents of painting representations of the flag of St George onto roundabouts in Trimley St Mary and on Grange Road Felixstowe. SB has made a request to Suffolk County Council to paint over. This is considered as criminal vandalism.

District Councillor Lee Reeves (LR) congratulated the Parish Council for successfully creating a lovely new play area on Faulkeners Way, singling out Parish Cllr Lynn Beal (LB) for additional praise and thanks for organising the popular opening event in under 10 days.

LR reported that the owners of the Trimley Water Tower have now contracted a company to make remedial measures to make the tower safe.

LR reported that the local police team contacts have changed (See Lee's monthly report) and that the new Communities Police Team is doing well.

Following a complaint about the churchyard maintenance, it was clarified that East Suffolk Council and not the Parish Council are responsible. Volunteers are welcome to approach the church warden via the Parish Pastoral Council (PPC).

Main PC business meeting commenced at 7:42PM

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.

DS reported that it has been a busy summer. Thanks to LB for organising a great opening event at Faulkeners Way play area. Some 300 people attended this free event sponsored by local business and councils. The play area is already proving popular and is being well used.

An informal welcome meeting was held to welcome the new RFO, DS, BF and Clerk also in attendance. An introduction to PC work.

1.2 Cllrs in attendance:

David Southgate (DS)

Lynn Beal (LB) attended via TEAMS

Bryan Frost (BF) attended via TEAMS

Colin Jacobs (CJ)

Mick Richardson (MR)

Linda Knock (LK)

Richard Kerry (RK)

1.1 Apologies: RFO Carly Small

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

2.0 Minutes of 7th July 2025 were agreed and signed.

3.0 Parish Councillors Reports

There were no separate PC Councillor reports that are not covered in the main agenda items below.

4.0 Items for discussion

4.1 DS There is no update on the proposed pedestrian crossing. Keep on the agenda for future planning.

4.2 MR reported that the public consultation regarding the yellow lines is ongoing. Results expected until end of September and should be circulated to the Parish Council by October.

4.3 DS informed the meeting that all of the seating that has been installed has been well received. The PC had allocated a budget of £12K to this project.

LB raised funds:

- circa £3K from the two District Councillors MN and LR.
- £1700 was donated by County Cllr SB.

- Last Hire & renovations & Ark-Felixstowe 2 local company donated £840 for two of the bases.

Realise Futures who supplied the benches gave a discount on all orders

To fulfil the project 1 x picnic table and 4 benches are still to be installed.

CJ and DS have surveyed the area for suitable sites and spoke with local residents; 2x benches by the golf course, reinstalling several existing benches onto a new base, putting a basic bench near the bridge/underpass. The PC will continue to install the remainder.

DS proposed that a new metal goalpost is commissioned to Jacobs Forge in Kirton. This will have a cable net and be built, delivered and installed for £1500. This was agreed. ESC needs to be contacted for advice on siting the goal.

ACTION: DS to action.

IN addition to this DS and CJ checked the condition of all existing seating. 4/5 of the old benches now need new bases to ensure their longevity.

A proposal for 4 x new bases @ £420 each is ordered from Last renovations at a total of £. Proposal agreed.

Sponsorship from the Locality Budgets will provide further seats as follows; 1 x bench near Lords Close and 1 x bench near St Marys Close.

The final tally will be 14 x new seating options and existing seats reinstalled and repaired as necessary.

4.4 Due to supply chain issues the defibrillator is decommissioned. The nearest defibrillator has new pads and is located at Stennetts.

ACTION: Clerk to follow up and seek alternatives urgently. Update next meeting.

4.5 A Community Fund has been suggested. RK proposed that the PC sets aside a fund for local groups to apply for support. The fund will be allocated from the precept to a maximum of £5k total for October 2025 – October 2026 when the amount remaining will carry over and be topped up. If the applications from Trimley St Mary based groups exceeds the fund; this will be reviewed and applications carried forwards year on year. Applications for funds to the clerk@trimleystmary-pc.gov.uk.

ACTION: LB to put an outline onto the Facebook

A proposal was made for the first fund to support the new Seal Unit for £500 for one year only. The unit can accept seals from the whole area and the PC would request that feedback on the use of the fund is provided by the recipient. The unit can house up to 4 x seals and the local vets support the medical care required.

ACTION: Clerk to contact British Divers Marine Life Rescue to make the donation.

4.6 School Report. Standard agenda item NOT for September due to summer holidays.

4.7 DS reported that the play area at FW has been very well received.

East Suffolk Council has had open bins installed in this area; this is not working with rubbish being open to the elements. LB has requested that closed topped bins from ESC to replace the open top bins.

One negative comment was made that there isn't a baby swing up there. The PC will revisit the possibility of a baby swing after 3 months.

DS has had a meeting with Sutcliffe Play company and the schedule of works has been circulated to PC with completion and safety certification being expected early October.

A small opening ceremony is anticipated for the Wednesday of half-term. The PC is working with Roseberry Café.

PC agreed to move a pole on Stennetts.

4.8 LB informed the PC that the annual light up event for Christmas will be held on the last Friday in November. This will be inside and outside the Welcome Hall. There will still be a Christmas Tree at East Green but health and safety issues and the weather have altered the way this event is being presented this year. There are funds still in the pot from last year for lights. The Monkey Puzzle tree at the Welcome Hall will have a guard around it and new lights will be installed by Ghinko – a local company. The lights will be up all year but only lit up for the Christmas period.

LB will need help with this event. Insurance cover is provided under the Welcome Hall.

4.9 DS updated the PC that the Police investigation into the vandalism of the recently installed parasols at Stennetts has not brought any results yet.

The remaining broken parasol was mended by Jacob's Forge for £50.00. This will be left in the care of TRD and Roseberry Café and can be used by them but it will not be left out permanently.

RK has researched the options for CCTV cameras to be installed at Stennetts Playing Field. CCTV cameras can be installed for £172 plus VAT. The Police support this initiative. Item to be carried forward to October meeting, for more research.

4.10 The fundraising Quiz has had to be postponed this year.

4.11 Armistice and Remembrance arrangements to be carried forwards to October meeting.

- Children from Trimley St Mary School.
- Trimley ST Martin PC would like to be involved this year.
- Clerk to order 3 x wreaths from British Legion Shop.

4.12 See 4.8 LB will need help with this event. Insurance cover is provided under the Welcome Hall.

4.13 A need for some form of shelter from sun and weather at Stennetts Playing Field has been identified. Permanent robust shelters are being considered following

the problems encountered with the temporary parasol option tested earlier in the summer.

MR has circulated some options with a range of costs. It was agreed to defer any decisions until October when the pictures of various options could be studied by the PC before making a considered decision.

4.14 LB reported that she was told that her last article for Spotlight had gone in too early so it wasn't published.

- Bus service changes/update.

Send anything to LB by the 3 October at the latest.

4.15 The clerk reported that the external auditors have returned the PC certificate. The PC agreed to pay the auditors fee of £378.

BF will draft a complaint about auditors' bad behaviour towards the clerk to SALC and the auditors themselves.

The clerk asked for approval for both the clerk and the RFO to have pay increase as per NALC pay agreement. Pay grade 28 to £20.29 per hour backdated to 1Aug for RFO and 1 April 2025 for Clerk.

PC approved.

FINANCE

5.1 Current balance £208787.79 as at 27th August 2025.

ESC **£500.00** for play area event.

SCC Bench/Seat sponsorship CLLR Stuart Bird **£1748.00**.

5.2 Approvals for payments July 2025

Clerk N Dunn salary at NALC pay point 28 (August).	£1188.04
HMRC Tax	£306.60
Employer National Insurance (Parish Council contribution)	£167.47
Employee NIC	£38.84
Talk mobile SIM only account June 2025 to pay clerk	£9.95
WH WIFI to Cllr. Lynn Beal @£34.42/month June	£34.42
RFO Carly Small salary at NALC pay point 28 (August)	£341.74
HMRC TAX	£85.40
Employer National Insurance (Parish Council contribution)	£1.52
Employee NIC	£0.00
Gardener Dan Hunt	£200.00
PKF Littlejohn external auditors AGAR	£378.00
Total	£2751.98

5.2 Paid since last meeting.

Clerk paid Kirton Forge £50 cash for mending parasols agenda item 4.9	£50.00
D Hunt gardener	£200.00
Little Pickles entertainer FW play area open event	£300.00
Nigel Ashcroft music FW play area open event	£100.00
Time Flize event drone insurance	£7.36
Realise Futures benches / seats / installation	£7284.37
Total	£7941.73

6.0 PLANNING

6.1 Planning applications received:

6.1 Applications Received:

6.11 Planning reference: **DC/25/2592/FUL**

Application no.: DC/25/2592/FUL

Proposal: Demolition of existing bungalow, construction of chalet bungalow (self-build)

Site address: 7 Cordys Lane, Trimley St Mary, Felixstowe, Suffolk, IP11 0UD

Consultation letter

expiry date: 10 September 2025

6.12

Planning reference: **DC/25/23203/FUL**

Planning consultation

Application no.: DC/25/3203/FUL

Proposal: Single storey rear extension

Site address: Melford House, 6 Thurmans Lane, Trimley St Mary, Felixstowe, Suffolk IP11 0SR

Consultation letter

expiry date: 17 September 2025

6.2 East Suffolk Council Decisions:

No new decisions made for Trimley St Mary.

7.0 Highways and Footpaths

No new items.

8.0 Items to be carried forward

- CCTV camera options at Stennetts Playing Field.
- Armistice and Remembrance arrangements.
- Christmas event
- Shelters for Stennetts playing field.

The meeting was closed at 8.42 PM

Signed by Chair:

Date:

Future meetings:

Monday 6th October 2025

Monday 3 November 2025

Monday 1st December 2025

Monday 12th January 2026 TBC

Monday 2nd February 2026

Monday 2nd March 2026

Monday 13th April 2026