

**TRIMLEY ST MARY PARISH COUNCIL**  
**NOTICE IS GIVEN THAT THE MEETING OF**  
**TRIMLEY ST MARY PARISH COUNCIL**  
**WILL BE HELD**  
**ON MONDAY 2<sup>ND</sup> MARCH 2026 AT 7:30PM**  
**AT THE WELCOME HALL**

Parish Councillors are summoned and members of the public and press are warmly invited to attend a meeting of Trimley St Mary Parish Council on Monday 2<sup>nd</sup> February 2026 at 7:30pm in the Welcome Hall, Trimley High Road.

The Council, members of the public and press may record /film or broadcast this meeting, when the press and public are not lawfully excluded. Any member of the public who attends this meeting is advised that the Parish Council cannot control 3<sup>rd</sup> Party recording. The Parish Council may record the meeting.

Only members of the public who attend in person are permitted to speak. If you are unable to attend in person but wish to speak, please inform the Parish Clerk ([clerk@trimleystmary-pc.gov.uk](mailto:clerk@trimleystmary-pc.gov.uk)) at least one day before the meeting who will read out your question.

Members of the Public are not able to join the decision-making process of the Parish Council unless they are expressly invited to make a contribution by the Chair.

RFO to the Council

24 02 2026

**AGENDA**

**Public Open Forum:** For members of the public to raise issues and concerns.

**1. Declarations of interest.**

For Councillors to declare any interests in matters on the agenda.

**2. Minutes.**

To approve the minutes held on 2<sup>nd</sup> February 2026.

**3. Councillors Reports:**

For Councillors to report on meetings/seminars that have been attended.

**4. Items for Discussion:**

To confirm new Parish Clerk, Letitia Martin, employment commenced as of 23<sup>rd</sup> February 2026, and to confirm Carly Small will continue to be Responsible Finance Officer.

To update on yellow lines project.

To give School Report (Standard item).

To discuss and decide upon next steps regarding new bin on Thurmans Lane.

To update on Stennets Trust including accounting.

To update pedestrian crossing (standard repeat item)

To discuss and decide upon next steps for dual signatures on bank account.

To confirm SALC to be appointed Internal Auditors for 2025/2026.

To discuss monthly news items for publication.

To discuss and decide upon next steps for damp in PC storage shed.

To review and approve Internal Control Policy and Governance Review Documents.

To approve overtime worked in February 2026 by RFO.

**5. Finance**

To receive a financial summary report. Bank reconciliation and summary.

To approve payments made.

To approve payments to be made.

**6. Planning**

To discuss planning applications received.

To report decisions made by ESC.

**7. Highways & Footpaths**

**8. Items to be carried forward to next meeting**

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