TRIMLEY ST MARY PARISH COUNCIL

NOTICE IS GIVEN THAT THE ANNUAL MEETING OF

TRIMLEY ST MARY PARISH COUNCIL

WILL BE HELD

ON MONDAY 11TH MAY 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 11th May 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 3rd 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) 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.

Trimley St Mary Parish Clerk

Date : 30th April 2026

AGENDA

1. **To elect a Chairman and a Vice- Chairman**
   Declaration of Acceptance of office to be signed by Chair and Vice-Chair.

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

2. **Declarations of interest.**
   For Councillors to declare any interests in matters on the agenda.

3. **Minutes**
   To approve the minutes held on 2nd March 2026.
   To approve the minutes held on 13th April 2026.

4. **Councillors Reports:**
   For Councillors to report on meetings/seminars that have been attended.

5. **Items for Discussion:**
   A) To update on yellow lines project
   B) Thurmans lane bin update.
   C) Shelter
   D) To approve policies;

   Policy 24 – New Councillor Privacy statement
   Policy 25 – Procedure for Public Sessions
   Policy 26 – Media Policy
   Policy 27 – Anti Harassment Policy
   Policy 28 – Volunteer Policy
   Policy 29 – Code of Conduct
   Policy 30 – Computer Equipment
   Policy 31 - Risk Assessment
   Policy 32 – Bio Diversity
   Policy 33 – Vexatious Complaints

6. Approve overtime worked by RFO

7. Consider applications for Cllr
8. To approve Co-option of G Hall
9. Declaration of Acceptance of office to be signed by G Hall.

10. <u>Audit</u>

1) To note the completion of the internal audit and consider the recommendations

2) To agree the accounts for 2025-2026
3) To agree the governance statements on the Annual Return
4) To receive, agree and sign the Annual Return for 2025/2026
5) To approve the dates for the Notice of the Period for Exercise of Public Rights

11. Agree and approve the CIL report for 2025/2026
12. Update on Parish Seating
13. Stennets new shelter
14. Review of Parish Insurance Policy

15. Renewal of domain email/password

16. Discuss monthly news items for publications

17. Finance

To receive a financial summary report. Bank reconciliation and summary.
To approve payments made
To approve payments to be made.

18. Planning

To discuss planning applications received.
To report decisions made by ESC.

19. Highways & Footpaths

20. Items to be carried forward to next meeting

Monday 1st June 2026
Monday 6th July 2026

TELEPHONE : 07795824733

EMAIL – clerk@trimleystmary-pc.gov.uk

WEB: trimelystmary-pc.gov.uk