

The February Meeting of Trimley St Martin Parish Council is to be held at Trimley Memorial Hall on Tuesday 3rd February 2026 at 7.30pm. The agenda is set out below.

Carly Small, Parish Clerk

29 01 2026

1. To receive and approve apologies for absence
2. For councillors to declare any interests in matters on the agenda
3. To receive and determine requests from councillors for dispensations enabling them to speak, or speak and vote, on matters on which they have a pecuniary interest
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4. To approve the minutes of the meeting held on 2nd December 2025
5. **Public Forum including County and District Councillor Reports and Public Question Time**
Residents are warmly welcomed and invited to give their views at this stage of the proceedings and to question the Parish Council on issues on the agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may stay to observe, but may not take part in the Parish Council meeting that follows.
6. To receive the Chairmans Report
7. To receive the Clerks Report
8. To confirm that Raymond Long has now resigned as a Parish Councillor, and to discuss ways of engagement for new Parish Councillors
9. To receive an update on Transport, Highways and PROW Issues from Cllrs Anderson, D'arville and Smart
10. i) To receive an update on Planning issues and applications from Cllr Rastrick and to decide upon any comments to submit on open planning applications

ii) To discuss and agree on a statement to be issued with regards to the Heathfields development

11. To receive an update on the Memorial Hall Extension from Cllr Rastrick
12. To discuss and decide on next steps relating to miscellaneous Memorial Hall additions
13. To update on Summer Fete 2026
14. To consider and agree date for the Annual Parish Meeting
15. To discuss and decide upon articles for the Spotlight/Flyer column
16. To discuss and decide upon any projects to use the outdoor/play budget from East Suffolk Council
17. To review and approve the following policies;
 - i. Data Protection
 - ii. Freedom of Information
 - iii. Biodiversity
 - iv. Equal Opportunities
 - v. Social Media Policy
18. To receive a financial statement to 31st January 2026

19. To approve the following payments made

03 12 25	Oak Tree Farm	Christmas Tree	£120.00	LGA1972 s137
04 12 25	Felixstowe Creative Arts	Donation	£500.00	LGA1972 s137
09 12 25	NEST	Pension Payment	£113.58	LGA1972 s112
10 12 25	O2	Clerks Mobile Phone	£51.60	LGA1972 s112
12 12 25	Oliva Contracts	Memorial Hall Extension	£35000.00	LGA1972 s133
18 12 25	Simon Jones Landscapes	Memorial Hall Grounds	£468.00	LGA1972 s133
18 12 25	Simon Jones Landscapes	Roundabout & Beds	£660.00	Highways Act 1990 s196
18 12 25	Viking Direct	Stationary	£42.06	LGA1972 s112
31 12 25	C Small	Clerks Salary	£1619.91	LGA1972 s112
31 12 25	Unity Trust	Bank Fee	£6.00	
06 01 26	D Friend Heating	Memorial Hall Boiler Service	£132.00	LGA1972 s133

06 01 26	Memorial Hall	Hire of Hall	£81.00	LGA1972 s137
09 01 26	NEST	Pension payment	£113.58	LGA1972 s112
09 01 26	O2	Clerks Mobile Phone	£52.08	LGA1972 s112
09 01 26	Oliva Contracts	Memorial Hall Extension	£30000.00	LGA1972 s133
09 01 26	C Small	Clerks Expenses	£35.49	LGA1972 s112
12 01 26	HMRC	Tax & NI on Clerks Salary	£477.12	LGA1972 s112
16 01 26	L D'arville	Councillor Expenses	£40.00	LGA1972 s145
22 01 26	Oliva Contracts	Memorial Hall Extension	£30989.77	LGA1972 s133
28 01 26	Trimley St Martin Primary School	Anniversary Bears	£570.70	LGA1972 s137
30 01 26	C Small	Clerks Salary	£1620.11	LGA1972 s112

20. To approve the following payments to be made

04 02 26	C Small	Clerks Expenses	£41.04	LGA1972 s112
12 02 26	HMRC	Tax & NI on Clerks Salary	£476.92	LGA1972 s112

21. Items for consideration at next meeting.

22. Close