

The September Meeting of Trimley St Martin Parish Council is to be held in The Rosemary Room at Trimley Memorial Hall on Tuesday 1st September 2026 at 7.30pm. The agenda is set out below.

Carly Small, Parish Clerk

27 08 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 7th July 2026**
- 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 receive an update on Transport, Highways and PROW Issues from Cllrs Anderson, D'arville and Smart to include but not limited to**
 - i) Thorpe Lane storm drains**
- 9. To receive an update on Planning issues and applications from Cllr Rastrick and to decide upon any comments to submit on open planning applications to include but not limited to;**
 - i) DC/26/2836/FUL**
 - ii) DC/26/2938/FUL**

10. To discuss and decide next steps on items relating to the Memorial Hall.
 - i) CCTV at the Memorial Hall
 - ii) Request from Bowls Club for yellow line painting and a bubble mirror
 - iii) PAT testing, Landlords fire risk assessment, EICR requests
 - iv) Car park works
 - v) Banner display area at front of Memorial Hall
11. To discuss and decide upon the VanESSA bus project from Citizens Advice using the Memorial Hall Car Park
12. To update on Martyn's Law and how this may affect the 2027 Summer Fete
13. To update on the following parish issues;
 - i) Post box outside post office
 - ii) Mill Close Sign
14. To discuss and decide upon articles for the Spotlight/Flyer column
15. To discuss and decide upon renewal of gov.uk domain name (2 years) and gov.uk mailboxes (1 year) at a cost of £379 inclusive of VAT
16. To discuss and decide upon insurance arrangements for 2026/2027
17. To note the Local Government Service pay agreement and the increase which has been applied to the Clerk's hourly rate, which has been backdated to 1st April 2026, as per the Clerks contract.
18. To note the conclusion of the 2025/2026 External Audit and any comments made
19. To receive a Budget Monitoring Report
20. To receive a financial statement to 31st August 2026
21. To approve the following payments made

03 07 26	Mr Bean Entertainments	Fete	£450.00	LGA1972 s145
08 07 26	Frog & Moon	Stall Refund	£25.00	LGA1972 s145
08 07 26	Viking Direct	Stationary Supplies	£44.02	LGA1972 s112

08 07 26	Memorial Hall Management Committee	Hire of Hall	£79.00	LGA1972 s137
09 07 26	NEST	Pension	£113.58	LGA1972 s112
10 07 26	O2	Phone Contract	£53.40	LGA1972 s112
13 07 26	HMRC	Tax & NI	£477.12	LGA1972 s112
16 07 26	St Johns Ambulance	First Aid at Fete	£174.00	LGA1972 s145
16 07 26	FlyerPress	Fete programmes	£125.00	LGA1972 s145
21 07 26	Information Commissioners Office	Renewal	£47.00	Data Protection Act 2018
22 07 26	PitStop	50% funds raised from fete	£322.00	LGA1972 s137
22 07 26	Viking Direct	Storage cupboard	£264.86	LGA1972 s112
24 07 26	PKF Littlejohn	External Audit	£1008.00	LGA1972 s112
28 07 26	A Rodwell	Works at Memorial Hall	£25.00	LGA1972 s133
31 07 26	C Small	Clerks Salary	£1802.91	LGA1972 s112
30 06 26	Unity Trust	Bank Fee	£7.00	LGA1972 s137
07 08 26	NEST	Pension	£135.41	LGA1972 s112
10 08 26	HMRC	Tax & NI on Clerks Salary	£594.28	LGA1972 s112
11 08 26	O2	Clerks Phone Contract	£53.40	LGA1972 s112
28 08 26	C Small	Clerks Salary	£1620.11	LGA1972 s112

22. To approve the following payments to be made

02 09 26	C Small	Expenses	£78.98	LGA1972 s112
10 09 26	HMRC	Tax & NI	£476.92	LGA1972 s112

23. Items for consideration at next meeting

24. To exclude the public and press in accordance with the Public Bodies (Exclusion from Meetings) Act 1960 in view of the confidential nature of the business to be transacted.

25. To review and consider quotes provided for the bus shelter and noticeboard cleaning for 2026-2027.

26. Close