

Minutes of the Meeting of Trimley St Martin Parish Council held in The Rosemary Room at Trimley St Martin Memorial Hall on Tuesday 7th July 2026 at 7.30pm

Present: Cllrs Smart, Rastrick, Owen, D’arville, Jacobs, Anderson, Aguilar-Gomez

Also Present: County Cllr Tristan Gale, and one member of the public.

Item No.	Comments	Action
1.	To receive apologies for absence No apologies were received.	
2.	For councillors to declare any interest in matters on the agenda None	
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. None	
4.	To approve the minutes of the meeting held on 2nd June 2026. The minutes of the meeting held on 2 nd June 2026 were approved and signed as a true record by the Chair.	
5.	Public Forum including County and District Councillor Reports and Public Question Time. Member of the public wished to congratulate the Parish Council on the Summer Fete that was held on Saturday 4th July. She provided feedback that although it was very well organised and a really great community event, she felt that it was a shame that not everyone from the community attended. She also suggested that next year there are more activities aimed at adults. The Clerk advised that discussions about next year will begin in the coming months and that the more volunteers we have to help, the more we are able to offer. Cllr Gale had provided a report prior to the meeting which is available to view on the Trimley St Martin Parish Council website. There were no questions regarding the report. Cllr D’arville asked regarding the upcoming overnight closures on the A14 and how this would work with the roadworks already present in Trimley St Mary. Cllr Gale advised he would look into this and get back to the Parish Council. Cllr D’arville also requested support from Cllr Gale regarding overgrown fir trees on Howlett Way that are blocking streetlights. Cllr Gale requested the information to be sent to him, and he would look into this and then get back to the Parish Council. Cllr Jacobs asked for any updates on the closure of the Felixstowe Sixth Form College. Cllr Gale advised that Suffolk County Council are opposed to the closure, but they have no powers to stop it from happening. They are asking questions to Unity, along with the Department of Education,	ED

	to identify how and why this has happened. They will also be looking at other ways in which Suffolk County Council could possibly help to 'fill the gap' if the closure goes ahead. He also mentioned that they are looking into the bus service from Felixstowe to Otley College being re-instated and will update the Parish Council when there is more information. Cllrs Nimney and Reeves had provided a report prior to the meeting which is also available to view on the website.	
6.	To receive the Chairmans Report The Chairmans report was cascaded to councillors prior to the meeting. This is available to view on the Parish Council website. There were no further questions. Cllr Smart also updated that further details including workshops available at the Community Partnership event in October are now available. Cllr Smart to cascade to all members.	YS
7.	To receive the Clerk's Report This was cascaded to councillors prior to the meeting. There were no questions.	
8.	To receive an update on Transport, Highways and PROW Issues from Cllrs Anderson, D'arville and Smart. No Highways updates. Cllr Smart highlighted the issue of the camping equipment left as per the Chairmans Report. Cllr Smart also advised that on the footpath between the bridge and Grimston Lane there are very large brambles protruding. It is understood this is on Network Rail land. The Clerk will report for Network Rail	CLERK
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/26/2062/FUL All members present voted no comment.	
10.	To give feedback on Summer Fete 2026 The Clerk advised that the Summer Fete went well, and it is believed that there were between 300-400 people in attendance which is up from last year. Monies raised are still being collected and counted. There are lots of ideas for next year and in a couple of months planning will start again. The Clerk thanked everyone for their help and support, in particular Cllrs Rastrick, Anderson and Jacobs who gave up their Friday evening and all day on Saturday to help. The Clerk also thanked Stuart Bird, who although is no longer a County Councillor, still attended all day and manned the coconut shy. A discussion was then had about the possibility of other activities etc. All suggestions will be taken forward to the planning of next year.	

11.	To discuss and decide upon next steps regarding the request from Kirton & Falkenham Parish Council for a SID on Trimley/Kirton Road Kirton & Falkenham have proposed this, they will apply to Suffolk County Council and will carry out any necessary maintenance. All those present voted that on the condition that an agreement is drawn up regarding this that they are in favour. The Clerk will notify Kirton & Falkenham Parish Council.	CLERK
12.	To approve the requirements for the contract of cleaning the bus shelters and noticeboards A draft copy was cascaded to all members prior to the meeting. All members present approved this. The Clerk will send to existing contractor and an additional two companies and also advertise on the website and social media. A new contractor will be decided upon at the September meeting.	CLERK
13.	To discuss the issue of fly-tipping in the area There are three main areas in the Parish where fly-tipping is becoming an issue. This is the Capel Picnic Site, Morston Hall Road and the River Orwell area. A discussion was had around how the Parish Council can help. All members present voted that the following would be carried out; • Social media post/update on the website/flyer column advising how to report fly-tipping, fines associated with it, and how to identify reputable waste disposal companies. • The Clerk to look into signs to be erected in those three key areas.	CLERK
14.	To agree date and time for Corporate Trustees Meeting for Memorial Hall All members present voted in favour of Tuesday 1st September 2026, at 7.15pm. The Clerk will arrange.	CLERK
15.	To note the conclusion of the 2025/2026 External Audit and any comments made Full documents have not been received yet. Once these have they will be cascaded to members and also put on the website. PKF Littlejohn have advised there is one 'except for' matter which is in regard to the wrong box being ticked regarding trustees.	CLERK
16.	To receive a financial statement to 30th June 2026 There were 8 credits into the current account in the period 01/06/26 – 30/06/26. These were: 7 credits (totalling £225) in regard to stall and advertising payments for the summer fete. 26/06/26 - £385 – East Suffolk Council – Enabling Communities Grant for the Gazebo. 1 credit into the deposit account: 30/06/26 - £145.57 – Interest paid. The bank reconciliation was approved and signed by the Chairman.	CLERK

	<table><tr><td></td><td>Bank Reconciliation at 30/06/2026</td><td></td><td></td></tr><tr><td></td><td>Cash in Hand 01/04/2026</td><td></td><td>59,297.69</td></tr><tr><td></td><td>ADD Receipts 01/04/2026 - 30/06/2026</td><td></td><td>45,815.72</td></tr><tr><td></td><td></td><td></td><td>105,113.41</td></tr><tr><td></td><td>SUBTRACT Payments 01/04/2026 - 30/06/2026</td><td></td><td>46,886.33</td></tr><tr><td>A</td><td>Cash in Hand 30/06/2026 (per Cash Book)</td><td></td><td>58,227.08</td></tr></table>		Bank Reconciliation at 30/06/2026				Cash in Hand 01/04/2026		59,297.69		ADD Receipts 01/04/2026 - 30/06/2026		45,815.72				105,113.41		SUBTRACT Payments 01/04/2026 - 30/06/2026		46,886.33	A	Cash in Hand 30/06/2026 (per Cash Book)		58,227.08																		
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19.	To agree that payments made in August are to be made with the approval of the Chair due to Summer Break All members present agreed this process.											
20.	Items for consideration at next meeting • Martyn’s Law and how this may effect Summer Fete 2027											
21.	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. There were no public or press in attendance at this point.											
22.	To review and consider quotes provided for the grass cutting and garden type maintenance for the roundabout and flower beds for 2026-2027. Despite advertising on social media and on the website and contacting three providers only one quotation was received. This was from Simon Jones Landscaping. All members present voted in favour of awarding Simon Jones Landscaping the contract. The Clerk will contact.	CLERK										
23.	To review and consider quotes provided for the hedge and grass cutting maintenance for the Memorial Hall for 2026-2027 Despite advertising on social media and on the website and contacting three providers only one quotation was received. This was from Simon Jones Landscaping. All members present voted in favour of awarding Simon Jones Landscaping the contract. The Clerk will contact	CLERK										
24.	Close The meeting was closed at 8.19pm											