



Three Saints South Elmham Parish Council

All Saints & St. Nicholas, St. Michael and St. Peter South Elmham

To Members of the Council

You are hereby summoned by the Clerk to attend the next

PARISH COUNCIL MEETING

to be held by email on

Wednesday 20th May 2020 at 7.30pm

PUBLIC FORUM

- A. To receive reports from the District and County Councillor**
(Any reports will be emailed separately and placed on the website)
- B. Public Forum – for Members of the Public**
*Please forward any questions to the Clerk by post or email
(threesaintssouthelmhampc@gmail.com) before 6pm on the day of the meeting.*

AGENDA

- 1. To consider Apologies for Absence**
- 2. To record Declarations of Interests and to consider Requests for Dispensation**
- 3. To approve Minutes of the Meetings held on:**
 - a) 11th March 2020 (Doc. 1)**
Agree/Disagree:
Comments:
 - b) 7th May 2020 (Doc. 2 - email meeting, to be ratified at the next proper meeting)**
Agree/Disagree:
Comments:
- 4. Matters Arising from the Minutes above**
Clerk's Note: The re-election of the Chair and Vice Chair will be c/f to the May 2021 meeting.
Comments:
- 5. Finance**
 - a) To approve the End of Year Balance Sheet 2019/20 (Doc. 3)**
Agree/Disagree:
Comments:
 - b) To approve the Internal Auditor's Report for 2019/20 (Doc. 4)**
Agree/Disagree:
Comments:
 - c) To agree a Certificate of Exemption from a Limited Assurance Review and the Annual Audit Return Sections 1 & 2 (Doc. 5)**
Clerk's note: If the Internal Auditor's report is approved TSPC can apply for an exemption to having a (paid for) External Audit.
Agree/Disagree:
Comments:

d) To appoint the Internal Auditor for 2020-21

Clerk's note: To continue with the present internal auditor Mr Trevor Brown or appoint a new internal auditor

Agree/Disagree:

Comments:

e) To receive the current Financial and Budget Report & Approve Payments (Doc. 6)

Clerk's note: Once payments are approved the cheques will be posted to the Chair & Cllr for signing

Agree/Disagree:

Comments:

6. Planning Applications and Decisions

Applications

a) Certificate of Lawful Use (Existing) - Use of land to the east of Hawk Meadow as garden land in connection with the adjacent house

Clerk's note: Details emailed to Cllrs on 13th May 2020

Hawk Meadow Church Road South Elmham St Peter Suffolk NR35 1NG Ref.

No: DC/20/1514/CLE | Received: Mon 20 Apr 2020 |

Status: Awaiting decision

Agree/Disagree:

Comments:

b) Eels Foot Wheelbarrow Lane South Elmham St Nicholas IP20 OPS

Clerk's note: TSPC's comments submitted and on ESC website

1. Converted stable block: erect various internal walls, fit additional doors and windows, and install appropriate toilet facilities to existing for use as guest accommodation for the household.

2. Construct approx. 10m x 5m swimming pool in garden.

3. Relocate existing timber summerhouse to be used as pool house.

Ref. No: DC/20/0460/FUL | Received: Tue 04 Feb 2020

Status: Awaiting decision

Decisions

None

7. Village and Common Maintenance

a) Tree Maintenance

b) - St. Michael's Common Tree Survey (Doc. 7)

Clerk's note: For discussion at the next proper meeting.

- All Saints Common Tree

Clerk's note: A large willow in front of the old All Saints Schoolhouse is reported dead. Can someone have a look please and advise?

Comments:

c) Other Issues

- All Saints Common 30mph Speed Limit Sign – c/f

- Common Encroachments – c/f

- Bright Lights at St Peter's Brewery – c/f

- Parking, Potholes on Track and Off Roading on All Saints Common c/f

Clerk's note: A parishioner has reported the above. For discussion at the next proper meeting.

Any Comments:

9. Correspondence

a) EAAA thank you letter for grant

10. AOB (*For discussion only – the Council cannot make decisions on these items*)

a) Clerk's Training website accessibility training – c/f

AOB Comments:

11. To receive items for the next Agenda

Comments:

12. To note the Next Year's Meeting Dates:

- Wednesday 15th July 2020 at 7.30pm
- Wednesday 9th September 2020 at 7.30pm
- Wednesday 11th November 2020 at 7.30pm

Sally Chapman *S. G. Chapman*

Clerk to Three Saints South Elmham Parish Council

Date 14th May 2020