



# 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

Rumburgh Village Hall

**Wednesday 8<sup>th</sup> November 2017 – 7.30pm**

*Members of the public are welcome to attend this meeting*

## PUBLIC FORUM

- A. To receive reports from the District and County Councillor
- B. Public Forum – for Members of the Public

## AGENDA

1. Chair's Welcome
2. To consider Apologies for Absence
3. To record Declarations of Interests and to consider Requests for Dispensation
4. To approve Minutes of the Meeting held on 13<sup>th</sup> September 2017 and Matters Arising
5. Finance
  - a) To receive the Financial Report and Approve Cheques (*circulated prior to meeting*)
  - b) Transparency Grant – update
  - c) Simple Serving Agreement – update
  - d) To note the External Auditors Certificate and Report 2017/18
  - e) To agree Budget and Precept for 2018/19 (*circulated prior to meeting*)
6. Statutory Documents Annual Review (*circulated prior to meeting*)
  - a) Asset Register
  - b) Code of Conduct
  - c) Financial Regulations
  - d) Freedom of Information Publication Scheme
  - e) Risk Assessment
  - f) Standing Orders

## **7. Planning Applications and Decisions**

### **Applications**

#### **a) Prior Notification - To convert one existing building to residential use**

*(Plans will be brought to the meeting)*

Reference DC/17/4431/PN3

Application Received Wed 18 Oct 2017

Address K R Glass Fibre Ltd Malt Office Lane Rumburgh Halesworth Suffolk IP19 0JD

Status Awaiting decision

#### **b) Barn conversion to form a new annexe / home office**

Beckford Farm St Peter South Elmham NR35 1NQ

Ref. No: DC/17/4027/FUL | Received: Thu 21 Sep 2017 | Status: Awaiting decision

#### **c) Single storey extension and internal reconfiguration to an existing dwelling**

Beckford Farm St Peter South Elmham NR35 1NQ

Ref. No: DC/17/4026/FUL | Received: Thu 21 Sep 2017 | Status: Awaiting decision

#### **d) Erection of two storey extension**

1 North End St James Road South Elmham All Saints Halesworth Suffolk IP19 0HG

Ref. No: DC/17/3990/FUL | Received: Mon 18 Sep 2017 | Status: Awaiting decision

### **Decisions**

**a) Listed Building Consent** - Remove and replace two rear elevation ground floor windows. The new windows to be manufactured in Idigbo Hardwood and glazed with 12mm conservation sealed units.

The Old House St Michaels Green South Elmham St Michael Bungay Suffolk NR35 1ND

Ref. No: DC/17/3631/LBC | Received: Mon 21 Aug 2017 | Permitted.

## **8. Village and Common Maintenance**

- a) Tree Maintenance
- b) Other Issues
- c) Noticeboards – All Saints update

## **9. Correspondence**

- a) SALC Annual Report
- b) Clerks & Council Direct

## **10. AOB**

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

## **11. To receive items for the next Agenda**

## **12. Meeting dates for the Next Meeting:**

Wednesday 10<sup>th</sup> January 2018 at 7.30pm

*Sally Chapman S. G. Chapman*  
Clerk to Three Saints South Elmham Parish Council

**Date 2<sup>nd</sup> November 2017**