

THREE SAINTS SOUTH ELMHAM PARISH COUNCIL

MEETING – 24TH SEPTEMBER 2014

MINUTES.

1. The chairman, John Davies, welcomed councillors David Lee, Louise Rumball and Paul Watkin. Daniel Brousson sent apologies. Kim Croysdill absent [see item 5 below]. The clerk, Caroline Cardwell, was in attendance.
2. **Vice-chairman** – election deferred.
3. **Declarations of interest** - none
4. **Have Your Say** – no reports
5. **Absence approval** – Kim Croysdill had stated that she would be unable to attend meetings for 6 months as she was abroad. Councillors noted her request to stay on the council but felt as she had already been absent since June that they were unable to approve her request. Accordingly a vacancy was declared – clerk to inform WDC.
6. **Minutes of previous meeting** [16-07-14] approved and signed.
7. **Matters arising** - none
8. **Finances** – balances – c/acct: 4,399.06; sav/acct: 1,393.43. Cheques approved as follows – 100588 to C. Cardwell for 175.38 [sal Aug/Sep net]; 100589 to HMRC for 65.80 [tax to 5th Oct]; 100590 to HMRC for 36.00 [audit]; 100591 to Business Services CAS for 243.72 [insurance]; 100592 to Paul Watkin for 65.00 [carving on St. Peter's bench] Clerk asked to arrange a mandate change to include the chairman as signatory. The Annual Return was received and the external auditor's report noted in the following points – VAT returns; internal auditor's recommendations; risk assessment; minutes to be numbered; asset register.
9. **Planning** – WDC permission noted for Low Farm, St. Peter and Rockford House, All Saints. LBC agreed for DC/14/2590: Bacons Farm, St. Michael, 3 supported, 1 abstention, clerk to inform WDC planning dept.
10. **St. Michael** –
 - stolen post box – councillors were not pleased to hear that Royal Mail were unable to re-instate the box.
 - Notice board – replace and re-site – councillors discussed this and agreed to have a new board next to the water stand pipe and to restore this as a feature. Clerk to get costs of new board.
11. **All Saints** –
 - Bridge on common mended; note in risk assessment
 - Ponds maintenance discussed; John Davies to get further advice from SWT
 - Traffic calming measures – councillors agreed to ask SCC Highways to paint SLOW in 2 places and pay for these at an approx. cost of 70.00 each; there might be some locality money for this.
12. **Correspondence** – received and discussed
13. **Any other business** further discussion of Kim Croysdill's request; clerk to check with SALC.
14. Next meeting – 26th November 2014

The meeting closed at 9.10pm