

THREE SAINTS SOUTH ELMHAM PARISH COUNCIL

MEETING – 18TH MARCH 2014 – 8pm

MINUTES

1. The chairman, John Davies, welcomed councillors Kim Croysdill, David Lee, Paul Watkin, Louise Rumball and Daniel Brousson. The clerk, Caroline Cardwell, was in attendance. There were 2 members of the public.
2. Declarations of interest – none
3. Have Your Say [Public Forum] – the question of signage on All Saints Common was raised by a resident as the need for accurate information for post and emergency services was essential. *{The meeting was closed at 8.05pm for councillors to discuss this and it was agreed that signs could be put up for residential purposes on the common side of the ditch. Meeting opened for further comment at 8.15pm}* There were no further matters for public comment.
4. Minutes of the previous meeting [21-01-14] were approved and signed as a true record.
5. Matters arising and clerk's report – none
6. Finances –
 - balances as follows – c/acct:2,198.74; sav. acct: 1,393.26.
 - Cheques approved as follows – no.100574 to C. Cardwell for 175.38; no. 100575 to HMRC for 65.60 [tax to 5 Apr]; no. 100576 to CAS business Services for 243.72 [insurance for 13/14];
 - Annual Governance Statement - councillors carried out a review of the council's procedures and practices and found them satisfactory; financial regulations and STOs to be reviewed at annual meeting in May; the new Audit Regulations were noted.
7. Planning – no matters to hand
8. All Saints common – 2014 management discussed; John Flatt to take hay and David Maskery to graze. Signage – *[see item 3 above.]*
9. Haylocks Cottage – garden encroachment on common – clerk to check previous correspondence and make new application to Land Registry.
10. Asbestos fly tipping – WDC to remove
11. St. Peter's bench – lettering in hand; to be carried out by Jason Parr.
12. Parish assets – these were checked and maintenance needs identified as follows:-
 - Benches – in good order
 - Notice boards – sound but St. Nicholas will need strengthening shortly
 - Bus shelter – in good order
 - Bridges on commons – on All Saints common – slats broken and 32 need to be replaced; work to be carried out by councillors
 - Strimmer – serviced and equipment all satisfactory.
13. Village Appraisal – to be discussed at Annual Parish Meeting
14. Publicity – website and newsletter discussed; Daniel Brousson will do website; John Davis to produce Parish Flyer
15. Correspondence – received and discussed
16. Any other business – the clerk suggested possibility of combining AGM with Rumburgh Pc; she also asked that meetings could be Wednesdays in future at 7.30pm and councillors agreed to this.
17. The meeting closed at 9.45pm