



Three Saints South Elmham Parish Council

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

Minutes from Three Saint South Elmham Parish Council's Meeting held at Rumburgh Village Hall on Wednesday 11th January 2017 at 7.30pm

Present: Paul Watkin (Chair), John Flatt (JF), David Lee (DL), James Montagu (JM), Richard Pooley (RP)

Clerk/Responsible Financial Officer: Sally Chapman

Also Present:

Minutes

- 1. Chair's Welcome**
The Chair welcomed everyone to the meeting.
- 2. To consider Apologies for Absence**
Councillor Davies – apologies accepted.
- 3. To record Declarations of Interests and to consider Requests for Dispensation**
None
- 4. To approve the Minutes of the Meeting held on 9th November 2016 and Matters Arising**
The Minutes of the Meeting were confirmed as a true and accurate record and signed by the Chair. [Proposed JM, 2nd RP – unanimous.](#)
- 5. To receive a report from the District and County Councillor**
No report received.
- 6. Public Forum – for Comments by Members of the Public**
None
- 7. Finance**
 - a) The Clerk read out the Finance and the Budget reports and the following were approved:**

Receipts		
23/11/2016	HMRC - Vat Return 01/04/2014-30/09/2016	£ 158.36
	Total	£ 158.36

Signed: _____ (Chair)

Date: _____



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Payments		
11/01/2017	Rumburgh Children's Party Donation	£ 50.00
11/01/2017	Heelis & Lodge Internal Audit 2015/6	£ 42.00
11/01/2017	Clerk's Salary - Dec & Jan 2016	£ 260.00
11/01/2017	Clerk's Expenses -Dec & Jan 2016	£ 15.00
11/01/2017	South Elmham Community News	£ 180.00
11/01/2017	Village Hall Hire	£ 68.00
	Total	£ 615.00

The Finance and the Budget Reports were agreed as a true and accurate record and signed by the Chair. [Proposed JF, 2nd JM – unanimous](#)

b) Precept Form 2017/18

The Clerk informed the precept form had been submitted and acknowledged.

8. Planning Applications and to note Decisions

Councillors noted the following:

Applications

a) Removal of an existing conservatory and porch and for the erection of a new garden room and new porch

St Peters Cottage Church Road South Elmham St Peter Bungay Suffolk NR35 1NG
Ref. No: DC/16/5321/FUL . Status: Awaiting decision

Decisions

a) **Listed Building Consent** - Construction of a One and a half storey side extension, including removal of existing lean-to Church Cottage St Nicholas South Elmham St Nicholas IP20 OPS
Ref. No: DC/16/4073/LBC. Status: Application Withdrawn

b) **Construction of one and a half storey side extension**, including removal of existing lean-to Church Cottage St Nicholas South Elmham St Nicholas IP20 OPS
Ref. No: DC/16/4072/FUL. Status: Application Withdrawn

9. Village and Common Maintenance

Councillors discussed an overgrown willow tree on the common and JF agreed to speak to the landowner. Clerk to scan and forward the common map to Councillors. **Action: Clerk**

10. Noticeboards

a) To consider replacing All Saints and St Peter's noticeboard
Councillors agreed to maintain and repair as required.

The Clerk circulated the PC's information notices for the noticeboards.

Signed: _____ (Chair)

Date: _____



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11. "Unsuitable for HGVs" sign on Uncles Lane – update

A grant has been received and Suffolk Highways will install the sign within the next 12 weeks.

Clerk to follow-up.

Action: Clerk

12. Correspondence

- Local Councillor Magazines
- Open Spaces Society

13. Any Other Business

None

14. To receive items for the next Agenda

None

15. Confirm next meeting date:

Wednesday 8th May 2017 - 7.30pm

The meeting ended at 8.35pm

Signed: _____ (Chair)

Date: _____