



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 Monday 14th September 2016 at 7.30pm

Present: Paul Watkin (Chair), John Davies (JD), John Flatt (JF), David Lee (DL), James Montagu (JM)

Clerk/Responsible Financial Officer: Sally Chapman

Also Present: County & District Councillor David Ritchie and one Parishioner

Minutes

1. Chair's Welcome

The Chair welcomed everyone to the meeting.

2. To consider Apologies for Absence

None

3. To record Declarations of Interests and to consider Requests for Dispensation

Point 11a Councillor Flatt – non-pecuniary interest.

4. To approve the Minutes of the Meeting held on 9th May 2016 and Matters Arising

The Minutes of the Meeting were confirmed as a true and accurate record and signed by the Chair. Proposed JF, 2nd JM – unanimous.

5. To receive a report from the District and County Councillor

Councillor Ritchie gave a verbal report, main points:

- Waveney County Council is making savings in their 12million budget and there will be an under spend in the last financial year.
- An East Suffolk District Council has been suggested and this would give local representation and control of local assets.
- There are plans to amalgamate Waveney and Suffolk Coastal County Councils and there will be a new local plan in 2017.
- A Norfolk and Suffolk devolution deal has been proposed and 4 councils in Norfolk, including Norwich have dropped out. If agreed the new Norfolk and Suffolk combined authority, working with the elected Mayor (election in May), will receive powers and a budget.

6. Public Forum – for Comments by Members of the Public

None

Signed: _____ (Chair)

Date: _____



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7. To consider re-appointing the former Chair and appoint a Vice Chair

Councillors discussed and agreed Paul Watkins to remain as Chair and proposed John Davies as Vice Chair. [Proposed PW, 2nd JM – unanimous.](#)

8. To formally approve Clerk's Contract

The Clerk's contract was agreed and signed by the Chair and Clerk and a copy retained by each. [Proposed PW, 2nd JF – unanimous.](#)

9. Parish Councillor Vacancy and Co-Option

Mr Richard Pooley was nominated for Co-option and signed the Declaration of Acceptance of Office form. [Proposed JM, 2nd JD – unanimous.](#) Clerk to arrange Declaration of Interest form.

Action: Clerk

10. Finance

a) The Clerk read out the Finance and the Budget reports and the following were approved:

Payments

14/09/2016	Clerk's Salary - Aug & Sept 2016	£ 260.00
14/09/2016	Clerk's Expenses - Aug & Sept 2016	£ 21.99
14/09/2016	John Davies - Posts for noticeboards	£ 68.77
14/09/2016	2 Noticeboards	£ 492.00

Receipts

None received.

Balances

Current account balance	£3,460.29
Business Saver Account	£1,394.82
Total	£4,855.11

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) Transparency Grant

Councillors agreed for the Clerk to apply for a Transparency Grant with the addition of the Website fee, if applicable. [Proposed JD, 2nd PW – unanimous](#)

c) To consider the new Website Fee

The Clerk advised the website provider is changing from onesuffolk to Community Action Suffolk on 1st November 2016 and it will now cost £50+VAT per year. Councillors discussed and agreed to continue with the new website provider. [Proposed JD, 2nd PW – unanimous](#)

d) To approve Bank Statement's change of address to current Clerk's

The Chair and Vice Chair signed the Bank's letter.

11. Planning Applications and to note Decisions

Councillors noted the following:

Applications

a) Construction of an agricultural building

Signed: _____ (Chair)

Date: _____



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Church Farm St Nicholas South Elmham St Nicholas Harleston Suffolk IP20 0PS
Ref. No: DC/16/2979/FUL Status: Pending Consideration

Decisions

None

12. Noticeboards for St Nicholas and St Michael – update

JD informed the noticeboards and posts have been received and will be in place this autumn.

13. “Unsuitable for HGVs” sign on Uncles Lane – update

A grant has been received for the sign and waiting for Suffolk Highways to install.

14. Correspondence

- Clerks & Council Direct Newsletter.

15. Any Other Business

DL reported a brown tourist ‘Historic Church’ sign has appeared by All Saints church. Councillors had not been notified of this installation.

16. To receive items for the next Agenda

- Policies Update and Adoption
- To consider replacing All Saints noticeboard

17. Confirm next meeting date:

Wednesday 9th November 2016 - 7.30pm

The meeting ended at 8.50pm

Signed: _____ (Chair)

Date: _____