



Three Saints South Elmham Parish Council

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

Three Saint South Elmham Parish Council's MEETING MINUTES Rumburgh Village Hall Wednesday 11th July 2018 at 7.30pm

Present: John Flatt (Chair), Richard Pooley (Vice Chair), David Lee and Paul Watkin

Clerk/Responsible Financial Officer: Sally Chapman

Also Present:

Public Forum

- A. **To receive reports from the District and County Councillor**
Not present, no report sent.
- B. **Public Forum – for Members of the Public**
No parishioners

Parish Council Meeting

- 1. **Chair's Welcome**
The Chair welcomed everyone to the meeting.
- 2. **To consider Apologies for Absence**
Cllr Montagu – apologies accepted.
- 3. **To record Declarations of Interests and to consider Requests for Dispensation**
Point 8.a) Cllr Watkins – Pecuniary Interest (owner).
- 4. **To consider Co-option to fill the Casual Vacancy**
No applicants.
- 5. **To approve the Minutes of the Meeting held on 16th May 2018**
The Minutes of the Meeting were confirmed unanimously as a true and accurate record and signed by the Chair.
- 6. **Finance**
 - a) **To receive the current Financial Report and Approve Cheques**
The Clerk read out the Finance and Budget Reports and they were agreed unanimously as a true and accurate record and signed by the Chair.

Signed: _____ (Chair)

Date: _____



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Receipts	Details	Amount
	None	£ -
Expenditure		
29/05/2018	Clerk's Salary - May	£ 131.30
28/06/2018	Clerk's Salary - June	£ 131.30
11/07/2018	Clerk's Expenses	£ 47.99
	Total	£ 310.59

7. To approve the General Data Protection Regulations (GDPR) Policies & Documents

- a) Data Information Audit Policy
- b) Data Protection Privacy Policy
- c) Staff, Councillors' and Role Holders Privacy Notice
- d) GDPR Awareness Checklist for Councillors'

CLLrs agreed unanimously to adopt the above Policies & Documents.

8. Planning Applications and Decisions

Applications

Construction of Garage/Store to replace existing

Meadow View All Saints Road South Elmham St Michael Bungay Suffolk NR35 1NE
 Ref. No: DC/18/2763/FUL | Received: Mon 02 Jul 2018 | Validated: Tue 03 Jul 2018
 Status: Awaiting decision

CLLrs agreed unanimously to support this application.

Decisions

a) Reference DC/18/2088/AGO

Application Received Wed 16 May 2018

Address Hulver Farm St Margarets Road South Elmham St Michael Bungay Suffolk NR35 1NF

Proposal Prior Notification (Agricultural) - To roof over an area currently used to store straw and equipment

Decision: **Prior Approval Not Required**

Decision Issued Date: Wed 13 Jun 2018

9. Village and Common Maintenance

a) Tree Maintenance

A Parishioner had emailed regarding an overgrown Walnut tree growing into BT wires. Cllr Lee has now trimmed back the tree. Thank you, Cllr Lee.

Other Issues

- All Saints Entrance and Exit Signs. The Clerk has contacted the District Council and is waiting to hear from them.

- All Saints Common Encroachment Notices. CLLrs discussed and viewed documentation.

- Container on All Saints Common. The Chair advised he was going to remove and store for the residents and he has scraped a drive reducing the potholes on All Saints Common. Thank you, Chair.

Signed: _____ (Chair)

Date: _____



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- Cllrs reported human waste in the bus shelter and sent thanks to the Parishioner who cleaned it up.
 - A Parishioner has offered to oil and maintain the bus shelter.
- Cllrs agreed unanimously to pay for labour and materials as required.**

10. Correspondence

The Clerk circulated:

- a) Clerks & Councils Direct Magazine.
- b) A thank you letter from the Community News for the donation last year.

11. AOB

The Clerk circulated the Parish Website statistics and Cllrs noted the website is being viewed.

12. To receive items for the next Agenda

13. Next year's meeting dates:

- 12th September 2018 at 7.30pm
- 14th November 2018 at 7.30pm
- 9th January 2019 at 7.30pm
- 13th March 2019 at 7.30pm
- 15th May 2019 at 7.30pm – APM & AGM
- 10th July 2019 at 7.30pm

The meeting ended at 8.30pm

Signed: _____ (Chair)

Date: _____