



Three Saints South Elmham Parish Council

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

Three Saints South Elmham Parish Council MEETING'S MINUTES Rumburgh Village Hall Wednesday 17th July 2019 at 8.20pm

Present: John Flatt (Chair), Richard Pooley (Vice Chair), Heather Hughes Jones

Clerk/Responsible Financial Officer: Sally Chapman

Also Present: one parishioner

Public Forum

- A. To receive reports from the District and County Councillor**
Apologies received from CC David Ritchie and DC Judy Cloke and reports circulated.
- B. Public Forum – for Members of the Public**
A parishioner questioned the close mowing outside properties on The Commons. The Chair informed that a letter would be send to all properties edging All Saints Common & St Michaels Green re encroachment.

Main Meeting

- 1. To consider Apologies for Absence**
Cllr Montagu and Cllr Watkin – apologies accepted.
- 2. To record Declarations of Interests and to consider Requests for Dispensation**
7.b. Cllr Hughes-Jones and Cllr Pooley declared a non-pecuniary Interest (*residents on All Saints Common and St. Nicholas Common*).
- 3. To consider Co-option to fill the Casual Vacancy**
None. The vacancy is advertised on the noticeboards, website and circulate by the Rumburgh Newsletter editor. Cllrs requested the Clerk to place an advert in the Community News.
Action: Clerk
- 4. To approve the Minutes of the Meetings held on 15th May 2019 and Matters Arising**
The Minutes of the Meeting were then confirmed unanimously as a true and accurate record and signed by the Chair.
The Chair confirmed any outstanding items were on the agenda.
- 5. Finance**
 - a) To receive the current Financial and Budget Report and Approve Payments (*circulated prior to meeting*)

Signed: _____ (Chair)

Date: _____



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The Clerk read out the Finance Reports and Payments and they were agreed unanimously as a true and accurate record and signed by the Chair.

Cllrs agreed £4,000 to be transferred from the Community Account to the Saver Account.

Action: Clerk

Date	Receipts	
	None	
	Total	£ -
Date	Expenditure	
21/05/2019	ICO Data Protection	£ 35.00
29/05/2019	Clerk's Salary - May	£ 134.81
30/06/2019	Clerk's Salary - June	£ 134.81
10/07/2019	Clerk's Expenses June & July	£ 15.00
	Total	£ 319.62

- b) Bank Mandate update
To be completed.

6. Planning Applications and Decisions

Applications

None

Decisions

None

7. Village and Common Maintenance

a) Tree Maintenance

The Chair informed the Willow tree near The Old Lion needs coppicing and this will be attended to in the autumn. The Clerk has advised the residents.

b) Other Issues

- All Saints Common, St Nicholas & St Michaels Green Encroachment Letter
(Cllr Hughes-Jones & Cllr Pooley declared a non-pecuniary Interest as a resident)

The Chair checked the addresses of the residents who will receive letters.

Clerk to circulate to residents.

Action: Clerk

- The Chair advised WDC had informed him of an electric fence on St Michaels Common across a footpath. A walker had put in an access complaint and WDC will contact the owner.

8. Correspondence

a) Clerks & Councils Direct Magazine

b) The Chair has been invited to the induction of the new Vicar of The Saints Benefice.

Signed: _____ (Chair)

Date: _____



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9. AOB
None

10. To receive items for the next Agenda
None

11. The next Year's Meeting Dates:

- 11th September 2019 at 7.30pm
- 13th November 2019 at 7.30pm
- 15th January 2020 at 7.30pm
- 11th March 2020 at 7.30pm
- 13th May 2020 at 7.30pm – APM & AGM
- 15th July 2020 at 7.30pm

The meeting ended at 8.20pm

Signed: _____ (Chair)

Date: _____