



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 14th November 2018 at 7.30pm

Present: John Flatt (Chair), Richard Pooley (Vice Chair), Heather Hughes-Jones, David Lee, James Montagu, Paul Watkins

Clerk/Responsible Financial Officer: Sally Chapman

Also Present:

Public Forum

- A. **To receive reports from the District and County Councillor**
Not present, reports circulated and on website:
<http://threesaintssouthelmham.onesuffolk.net/parish-council/minutes/>
- B. **Public Forum – for Members of the Public**

Main Meeting

- 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**
 - a) Planning Application DC/18/4068/FUL - 2 East View South Elmham All Saints IP19 0NZ (not on the agenda). Cllr Lee informed this (his) application had been rejected and amended plans have been submitted and will be received shortly.
- 4. **To approve the Minutes of the Meeting held on 12th September 2018 and Matters Arising**
The Minutes of the Meeting were 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 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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Date	Receipts	
01/09/2018	Precept - 2nd instalment	£1,600.00
	Expenditure	
28/09/2018	Clerk's Salary - September	£ 131.30
04/10/2018	CAS Insurance	£ 265.33
28/10/2018	Clerk's Salary - October	£ 131.30
14/11/2018	Clerk's Expenses October/November	£ 15.00
14/11/2018	CAS Website Hosting	£ 60.00
14/11/2018	Rumburgh Children's Party Donation	£ 60.00
	Total	£ 662.93

- b) To agree the Budget and Precept for 2019/20
 Cllrs discussed and agreed unanimously to a precept of £3,000 for 2019-20, reduced by £200 and the budget as attached.
- c) To consider a Grant for the Rumburgh & District Children's Party
 Cllrs discussed and agreed £60.00, an increase of £10.00.

6. Planning Applications and Decisions

Cllrs noted:

Applications

- a) **Non-material Amendment of DC/17/4027/FUL - Barn conversion to form a new annexe / home office - Additional windows and roof windows**

Beckford Farm Church Road South Elmham St Peter NR35 1NQ

Ref. No: DC/18/4351/AME | Received: Sat 20 Oct 2018 | Validated: Mon 22 Oct 2018 | Status: Awaiting decision

Cllrs agreed unanimously to support this application.

- b) **Discharge of Condition Nos. 2 & 4 of DC/17/4027/FUL - Barn conversion to form a new annexe / home office...**

Beckford Farm Church Road South Elmham St Peter NR35 1NQ

Ref. No: DC/18/4265/DRC | Received: Mon 15 Oct 2018 | Validated: Mon 15 Oct 2018 | Status: Awaiting decision

- c) **Construction of a two-storey side extension and a single storey rear extension, including demolition of existing carport, store, and lobby**

2 East View South Elmham All Saints Halesworth Suffolk IP19 0NZ

Ref. No: DC/18/4068/FUL | Received: Mon 01 Oct 2018 | Validated: Thu 04 Oct 2018 | Status:

- b) **Construction of new single storey side extension, including demolition of existing side extension and conservatory**

Brook Farm House Church Road South Elmham St Peter Bungay Suffolk NR35 1LU

Ref. No: DC/18/4115/FUL | Received: Thu 04 Oct 2018 | Validated: Thu 04 Oct 2018 | Status:

Decisions

- a) **Discharge of Condition No.3 of DC/18/0700/FUL - Removal of existing dilapidated storage shed/building and construction of office building/Loading bay**

Signed: _____ (Chair)

Date: _____



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Moat Farm The Common South Elmham All Saints Halesworth Suffolk IP19 0NY

Ref. No: DC/18/3378/DRC | Status: Permitted

b) Construction of a Two Storey Rear Extension and Alterations

Cottage on The Green St Michaels Green South Elmham St Michael Bungay Suffolk NR35 1NF

Ref. No: DC/18/2884/FUL | Status: Application Permitted

c) 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 | Status: Application Permitted

7. Village and Common Maintenance

a) Tree Maintenance

- The brambles to be cut down on All Saints Common and around the pond.
- The Ash trees opposite St James's junction in All Saints to be coppiced and the ivy removed. **Action: Char/Cllr Lee**

b) Other Issues

- All Saints Entrance and Exit Signs, quote from SCC for £4006.75. The Clerk informed she had forwarded the quote and spoke to the parishioners who requested them.
- All Saints Common Encroachment Notices. Cllrs discussed and Cllr Watkins agreed to forward the Clerk a letter previously circulated. **Action: Cllr Watkins**
- Grit Bins. Cllrs discussed SCC requirements and liabilities regarding parishioners spreading grit. **Cllrs agreed unanimously to not purchase further grit bins.**
- Container on All Saints Common now removed, thanks to the Chair.

8. Correspondence

- a) Clerks & Councils Direct Magazine.

9. AOB

- a) A Cllr has received complaints of the bright lights at St Peter's brewery and it was agreed to request the lights are turned downwards. **Action: Cllr Montagu**

10. To receive items for the next Agenda

- Common encroachment letter

11. Next meeting date:

9th January 2019 at 7.30pm

The meeting ended at 8.35pm

Signed: _____ (Chair)

Date: _____



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THREE SAINTS SOUTH ELMHAM PARISH COUNCIL BUDGET 2019-20		
INCOME		Notes
	<i>Budget</i>	
	<i>2019/20</i>	
Precept	<i>3,000.00</i>	
Additional Grants	<i>0.00</i>	
VAT Reclaim	<i>0.00</i>	
Business Saver Interest	<i>0.00</i>	
Total Income	<i>3,000.00</i>	
EXPENDITURE		
Clerk's Salary	<i>1607.00</i>	Est. Annual NALC increase 2%
Clerk's Office Costs	<i>90.00</i>	
Clerk's Expenses	<i>60.00</i>	
Training	<i>80.00</i>	
Insurance	<i>280.00</i>	
SALC Subscription	<i>140.00</i>	
Maintenance	<i>150.00</i>	
Miscellaneous	<i>50.00</i>	
Internal Audit Fee	<i>85.00</i>	
Hall Hire	<i>75.00</i>	
S137 Grants	<i>250.00</i>	
Website	<i>50.00</i>	
ICO - Data protection registration	<i>35.00</i>	
Total Budgeted Expenditure	<i>2,952.00</i>	
Budget Variance	<i>48.00</i>	
Non-budgeted		
CIL Money	<i>0.00</i>	
VAT	<i>0.00</i>	
Noticeboard Grant	<i>0.00</i>	
Total Expenditure	<i>2,952.00</i>	
Total Variance	<i>48.00</i>	

Signed: _____ (Chair)

Date: _____