



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 13th November 2019 at 7.30pm

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

Clerk/Responsible Financial Officer: Sally Chapman

Also Present: one parishioner

Public Forum

A. To receive reports from the County and District Councillor

Apologies received from CC David Ritchie and DC Judy Cloke.

B. Public Forum – for Members of the Public

A Parishioner spoke with Cllrs re mud on the road and speeding through All Saints, especially on the bend after the bridge (coming from Rumburgh). It was suggested the Clerk to contact SCC and CC Ritchie to see if Slow Bend Ahead warning signs could be placed each side.

Action: Clerk

Main Meeting

1. To consider Apologies for Absence

Cllr Paul Watkin

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

None

3. To consider Co-option to fill the Casual Vacancy

None. Clerk to contact the Community News editor to place an advert.

Action: Clerk

4. To approve the Minutes of the Meetings held on 11th September 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*)

The Clerk read out the Finance 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	
18/09/2019	Precept - 2nd Instalment	£ 1,500.00
06/11/2019	ESC Littlepick	£ 20.00
	Total	£ 1,520.00
Date	Expenditure	
30/09/2019	Clerk's Salary - September	£ 134.81
31/10/2019	Clerk's Salary - October	£ 134.81
13/11/2019	One Suffolk - Website Hosting	£ 60.00
13/11/2019	Clerk's Expenses October & November	£ 19.50
	Total	£ 349.12

b) To agree the Budget and Precept for 2020/21

Councillors unanimously agreed the Budget and Precept of £3,500 for 2020-21 as attached.

6. Planning Applications and Decisions

Applications

None

Decisions

None

7. Village and Common Maintenance

a) Tree Maintenance

The Chair said he would prune the Willow Tree near the Old Red Lion over winter.

Action: Chair

b) Other Issues

- All Saints Common 30mph Speed Limit, as discussed in the Public Forum.

8. Correspondence

a) Clerks & Councils Direct Magazine

b) Parishioners Letter – re parking on the Common

Cllrs discussed and said they would monitor the situation.

9. AOB

a) The Clerk read out the latest statistics from TSPC's website 1st September-6th November 2019. Main points: 84 Users, 79 new users, 96 sessions and 255 page views.

b) Cllr Pooley said he will add some of TSPC's information to the local Facebook page.

10. To receive items for the next Agenda

a) Litterpick 2020

11. The next Meeting Dates:

- 15th January 2020 at 7.30pm

Signed: _____

Chair

Date: _____



Three Saints South Elmham Parish Council

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

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

The meeting ended at 8.35pm

DRAFT

Signed: _____

Chair

Date: _____



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THREE SAINTS SOUTH ELMHAM PARISH COUNCIL BUDGET 2019-20									
	ACTUAL	Budget	ACTUAL	Projected	Notes	Draft			
	2018/19	2019/20	2019/20	End of Year		Budget	2020/21		
INCOME									
Precept	3,200.00	3,000.00	3,000.00	3,000.00		3,000.00	3,000.00		
Additional Grants	0.00	0.00	20.00	20.00	Litterpick from 2018/19	0.00	0.00		
VAT Reclaim	72.71	0.00	62.02	62.02		53.70	53.70		
Business Saver Interest	2.74	0.00	1.47	1.47		3.00	3.00		
Total Income	3,275.45	3,000.00	3,083.49	3,083.49		3,056.70	3,056.70		
EXPENDITURE									
Clerk's Salary	1575.60	1618.00	943.67	1,618.00		1666.54	1666.54	Forecast 3%	
Clerk's Office Costs	90.00	90.00	60.00	90.00		90.00	90.00		
Clerk's Expenses	118.82	60.00	44.47	60.00	Folders, fuel, stamps, paper	60.00	60.00		
Hall Hire	82.00	75.00	0.00	75.00		75.00	75.00		
ICO - Data protection registration	35.00	35.00	35.00	35.00		35.00	35.00		
Insurance	265.33	280.00	234.08	280.00	Found cheaper insurer	250.00	250.00		
Internal Audit Fee	77.20	85.00	82.20	82.20		85.00	85.00		
5137 Grants	240.00	250.00	0.00	250.00		250.00	250.00		
SALC Subscription	135.16	140.00	135.92	135.92		140.00	140.00		
Training	8.00	80.00	0.00	80.00		50.00	50.00		
Maintenance	0.00	150.00	0.00	150.00		150.00	150.00		
Miscellaneous	0.00	50.00	0.00	50.00		50.00	50.00		
Website	50.00	50.00	50.00	50.00		50.00	50.00		
Total Budgeted Expenditure	2,677.11	2,963.00	1,585.34	2,956.12		2,951.54	2,951.54		
Budget Variance	598.34	37.00	1,498.15	127.37		105.16	105.16		
Non-budgeted									
ESC Election Fees	0.00	0.00	54.40	54.40		0.00	0.00		
CIL Money (spent)	214.00	0.00	214.00	214.00	Noticeboard	0.00	0.00		
VAT	62.02	0.00	53.70	53.70		53.70	53.70		
Total Expenditure	2,953.13	2,963.00	1,907.44	3,278.22		3,005.24	3,005.24		
Total Variance	322.32	37.00	1,176.05	194.73		51.46	51.46	Take from general reserves	

Signed: _____

Chair

Date: _____