



# Three Saints South Elmham Parish Council

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

## **ANNUAL PARISH MEETING** *Rumburgh Village Hall* **Wednesday 11<sup>th</sup> May 2022 – 7.30pm**

**Present Councillors:** John Flatt (Chair), Richard Pooley (Vice Chair), Winky Evans, Heather Hughes-Jones and Paul Watkin

**Clerk/Responsible Financial Officer:** Sally Chapman

**Also Present:** Two parishioners

### **MINUTES**

**1. Chair's Welcome**

The Chair welcomed everyone to the meeting.

**2. Apologies**

County & District Judy Cloke Councillor and District Councillor David Ritchie.

**3. To approve the Minutes of the Meeting held on 5th May 2021**

*The minutes from the meeting held on 5th May 2021 were confirmed unanimously as a true and accurate record and signed by the Chair.*

**4. Matters Arising**

None

**5. Chair's End of Year Report**

The Chair gave a report (attached) and answered questions.

**6. Responsible Financial Officer's End of Year Report**

The RFO read out the End of Year Accounts (attached) and answered questions.

**7. County & District Councillors End of Year Reports**

Cllr Judy Cloke was not present but sent a report on the website:  
[threesaintssouthelmham.onesuffolk.net](http://threesaintssouthelmham.onesuffolk.net).

**8. To receive Community Reports**

**a) St. Michaels Parish Lane Trust**

Cllr Watkins informed the trust has distributed funds at the end of the year to parishioners. Councillors agreed next year to have a Councillor report from each parish.

**9. Public Questions**

Parishioners raised and discussed with Councillors the issues of parking on common land, bonfires and encroachments.

*The meeting ended at 8.10pm*

Signed \_\_\_\_\_

Date \_\_\_\_\_



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## Chair's End of Year Report

- The May 2021 meetings were the last ones to be held via zoom because of Covid and now measures have been put in place to protect against covid at meetings.
- TSPC has given a grant of £100 to the East Anglian Air Ambulance to support their emergency services and £50 to support the Community News Parish magazine.
- Cllr Hughes-Jones is currently working on a local footpath map project and I wish to thank her for the hours she has spent on this.
- All Saint's bus stop area has been cleared of brambles and an Oak tree has been planted for the Queen's Platinum Jubilee and a very helpful parishioner is watering it and maintaining the area. Many thanks to him for doing this.
- Thank you to County & District Councillor Judy Cloke & David Ritchie for their continued support to the Parish Council.
- Many thanks to Councillors for giving their voluntary time and input into the Parish Council and village.
- Thanks to the Clerk and for the recent excellent Internal Audit report.



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## Responsible Financial Officer's End of Year Report

### Three Saints South Elmham Parish Council PC Year ended 31st March 2022

<b>Receipts</b>		
2020/21	Receipts	91 10/11
£		£
3000.00	Precept	3,000.00
58.43	Additional Grants	27.00
78.70	VAT Reclaim	20.54
2.42	Business Saver Interest	0.52
<b>3139.55</b>		<b>3,048.06</b>
 <b>Payments</b>		
1762.92	Clerk's Salary	1,794.12
90.00	Clerk's Office Costs	90.00
30.87	Clerk's Expenses	30.07
25.20	Hall Hire	67.20
35.00	ICO - Data protection registration	35.00
234.08	Insurance	234.08
85.00	Internal Audit Fee	100.00
410.00	S137 Grants	150.00
138.90	Subscriptions	188.29
0.00	Training	25.00
300.00	Maintenance	50.00
47.42	Litter picking equipment	-
50.00	Website	50.00
0.00	ESC Election Fees	
0.00	CIL Money	
20.54	VAT on payments	17.80
0.00	written off cheque	
<b>3229.93</b>		<b>2,831.56</b>
-90.38	Surplus income over expenditure	216.50
6829.14	Balance b/f	6,738.76
<b>6,738.76</b>	<b>Balance c/f</b>	<b>6,955.26</b>
 <b>Balance Sheet</b>		
<b>Cash at Bank</b>		<b>£</b>
1676.50	Current Account	1,762.48
5302.26	Business Saving Account	5,302.78
0.00	Petty Cash	-
0.00	Uncleared receipts	-
240.00	Uncleared cheques	110.00
<b>6,738.76</b>		<b>6,955.26</b>
 <b>Reserves</b>		
1637.55	General Reserves	1,554.05
5101.21	Earmarked Reserves	5,401.21
<b>6,738.76</b>		<b>6,955.26</b>

The above statement represents fairly the financial position of the Authority as at 31st March 2022 and reflects its receipts and payments during the year.

Signed

John Flatt - Chair

Signed

Sally Chapman - Responsible Financial Officer