



Three Saints South Elmham Parish Council

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

PARISH COUNCIL MEETING

Rumburgh Village Hall

Wednesday at 12th January 2022 at 7.30pm

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

Clerk/Responsible Financial Officer: Sally Chapman

Also Present:

PUBLIC FORUM

- A. County & District Councillor Judy Cloke and District Councillor David Ritchie**
Both Councillors sent apologies and County & District Councillor Judy Cloke sent a report.
website: <http://threesaintssouthelmham.onesuffolk.net>
- B. Public Forum – for Members of the Public**
None

MINUTES

- 1. To consider Apologies for Absence**
None
- 2. To record Declarations of Interests and to consider Requests for Dispensation**
None
- 3. To Approve the Minutes of the Last Meeting**
[The Minutes from the Meeting held on 10th November 2021 were confirmed unanimously as a true and accurate record and signed by th Chair.](#)
- 4. Matters Arising from the Minutes above and not on the Agenda**
None
- 5. Finance**
a) To receive the current Financial & Budget Reports and Approve Income & Expenditure
[Councillors resolved unanimously to approve the Reports and the following Receipts & Expenditure.](#)

Date	Ref	Receipts	Amount
		None	
		Total	£ -
Date	Ref	Expenditure	Amount
29/11/2021	S/O	Clerk's Salary - November	£ 138.85
29/12/2021	S/O	Clerk's Salary - December	£ 138.85
10/01/2022	100774	Clerk's Expenses - October & November	£ 31.12
		Total	£ 308.82

Signed: _____ Chair Date: _____

6. To Consider the Following Policy for Adoption

a) Scheme of Delegation

Councillors resolved to adopt a Scheme of Delegation (copy on website).

Cllr Pooley asked for this policy to be synchronized with the other policies which are reviewed annually at the March meeting.

7. Planning Applications and Decisions

Cllrs noted the following applications and decisions.

Applications

a) Listed Building Consent

Extend existing lean-to kitchen to create a boiler house. Remove internal partition walls. Repairs to external windows and door.

White House The Common South Elmham All Saints IP19 0PA

Ref. No: DC/21/5025 & 5026/LBC | Status: Pending Consideration (*comments closed*)

Decisions

b) Planning reference: DC/21/4461/LBC

Proposal: Listed Building Consent - Retain attic bathroom following its relocation approx. 35 years ago without listed planning consent.

Site address: Elms Farm 64M From Unnamed Road, Capps Lane, South Elmham All Saints, Halesworth, Suffolk, IP19 0PD

Status: Permitted

c) Meens Farm Capps Lane South Elmham All Saints Halesworth Suffolk IP19 0PD

Holiday Rental Shepherds Hut

Ref. No: DC/21/4242/FUL | Received: Thu 09 Sep 2021 | Validated: Mon 04 Oct 2021

Status: Permitted

d) The Willows Farm The Common South Elmham All Saints Halesworth Suffolk IP19 0PA

Formation of domestic access relating to the property 'The Dome' at Willows Farm

Ref. No: DC/21/4198/FUL | Received: Tue 07 Sep 2021 | Validated: Tue 07 Sep 2021

Status: Permitted

8. Villages' Maintenance

a) Tree & Common Maintenance

None

b) Other Issues

- Common Encroachments – *c/f*

c) All Saints Bus Shelter

A small working party will be clearing the overgrown area surrounding the All Saints Bus Shelter to make the area more assessible. The Clerk will forward a Working Party Risk Assessment.

Action: Clerk

9. The Queen's Platinum Jubilee - June 2022

Cllrs agreed at the 10th November 2021 meeting a final decision would be made at the March 2022 meeting.

a) Tree Planting

- Oak Tree Offer from East Suffolk Council

Councillors were happy to approve a free tree from East Suffolk Council.

b) Village Sign Plaques – *c/f*

10. Correspondence

None

11. AOB

For discussion only – the Council cannot make decisions on these items unless on the agenda.

a) Village Footpath Map – update

Cllr Hughes-Jones has been updating the Village Footpath Map with approval from the previous authors. The SCC footpath map grant scheme is very limited and can only include three footpaths, whilst Cllrs wished to include all footpaths on the map.

Councillors asked the Clerk to enquire if other funding can be obtained. **Action: Clerk**

b) St. Peters Church Defibrillator

Parishioners from St. Peters have contacted a Cllr and the Clerk asking if a defibrillator could be installed at St. Peters Church. The Clerk has responded with defibrillator installation and maintenance details for them to consider.

c) All Saints Noticeboard Damaged

Cllr Hughes-Jones reported the All Saints Noticeboard had been vandalised by someone trying to open it. It has now been replaced and her husband has kindly repaired the damaged one. Cllrs gave thanks to Mr Hughes-Jones for his work.

12. To Receive items for the next Agenda

None

13. To Confirm the Next Meeting Dates:

- Wednesday 9th March 2022 at 7.30pm
- Wednesday 11th May 2022 at 7.30pm – APM & AGM
- Wednesday 13th July 2022 at 7.30pm
- Wednesday 14th September 2022 at 7.30pm
- Wednesday 9th November 2022 at 7.30pm

The meeting ended at 8.41pm