



Three Saints South Elmham Parish Council

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

PARISH COUNCIL MEETING

Rumburgh Village Hall

Wednesday 9th March 2022 at 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:

PUBLIC FORUM

A. County & District Councillor Judy Cloke

County & District Councillor Judy Cloke attended and answered questions.

B. Public Forum – for Members of the Public

None

MINUTES

1. To consider Apologies for Absence

Cllr Montagu – apologies accepted.

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

None

3. To Approve the Minutes of the Meeting held on 12th January 2022

The Minutes from the Meeting held on 12th January 2022 were confirmed unanimously as a true and accurate record and signed by the 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
28/01/2022	S/O	Clerk's Salary - January	£ 138.85
28/02/2022	S/O	Clerk's Salary - February	£ 138.85
09/03/2022	100775	Clerk's Expenses - February & March	£ 70.42
09/03/2022	100776	East Anglian Air Ambulance - Grant	£ 100.00
09/03/2022	100777	Community News - Grant	£ 50.00
28/03/2022	S/O	Clerk's Salary - March	£ 138.85
		Total	£ 636.97

Signed: _____

Chair

Date: _____

- b) To Consider Grants and Donations**
Councillors agreed unanimously the following:
 - East Anglian Air Ambulance – Grant £100.00
 - Community News Prish Magazine – Grant £50
 - c) To Consider Restricted Reserves**
Councillors resolved unanimously to transfer from the General Reserve:
 - £200 to Maintenance Reserve
 - £100 to Grants Reserve
 - d) Internal Audit Date – 20th April 2022**
Councillors noted the above date.
- 6. Community Governance Review in East Suffolk**
To consider changes to the Community Governance arrangements in the Parish Council’s area
Councillors agreed unanimously to ‘No Change’ to the Community Governance arrangements in the Parish Council’s area.
- 7. Statutory Documents and Policies Annual Review**
Councillors resolved to re-adopt the following documents and policies with no changes.
- a) **Asset Register**
 - b) **Code of Conduct Policy**
 - c) **Financial Regulations Policy**
 - d) **General Data Protection Regulations Policy**
 - e) **Internal Control Statement**
 - f) **Freedom of Information & Publication Scheme Policy**
 - g) **Parish Council Risk Assessment**
 - h) **Scheme of Delegation**
 - i) **Standing Orders Policy**
- 8. Planning Applications and Decisions**
Cllrs noted the following planning applications and decisions:
- Applications**
- a) Remove Conservatory and Erect Replacement Garden Room**
Meens Farm Capps Lane South Elmham All Saints IP19 OPD
Ref. No: DC/22/0003/FUL | Status: Pending Consideration
- Decisions**
- b) 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 OPA
Ref. No: DC/21/5025 & 5026/LBC | Status: Permitted
- 9. Villages’ Maintenance**
- a) Tree & Common Maintenance**
No issues
 - b) Other Issues**
- Common Encroachments – no update
 - c) All Saints Bus Shelter**
- The Chair and his farmworker have cleared a lot of the brambles and weeds from around the All-Saints bus shelter uncovering Snowdrops and Daffodils. Cllrs gave thanks for his work and efforts in clearing this area.

- An extra noticeboard has been placed in the bus shelter for community posters.

10. The Queen's Platinum Jubilee - June 2022

a) Tree Planting

The Clerk has collected the large free oak tree to commemorate the Queen's Platinum Jubilee from East Suffolk Council. Cllr Flatt has agreed to plant it near All Saints bus shelter and the tree plaque will be added in June.

b) Village Sign Plaque

Councillors resolved unanimously not to purchase a Village Sign Plaque.

c) Queen's Platinum Jubilee Mugs

Cllrs discussed purchasing Platinum Jubilee Mugs to give to the children in the parishes as a commemorative gift. The Clerk was requested to obtain quotes with the platinum jubilee and TSPC logo and place a poster in the Community News, Facebook page and noticeboards asking people to contact her with local children's details.

11. Correspondence

a) Clerks and Councils Magazine

b) St Peters Brewery Invitation

c) Invitation to The Grouped Parish Council of Flixton, St Cross & St Margaret South Elmham meeting

12. AOB

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

a) Village Footpath Maps

Cllr Hughes-Jones gave an update of the text amendments, progression and requested the Clerk to forward TSPC's logo. County & District Councillor Judy Cloke has agreed to support this project with funding.

b) Website Statistics 2021-2022

The Clerk has been unable to print the statistics and the website provider has made some adjustments to the report. Statistics to follow.

c) Traffic Detour Flixton – Repairs to Road Drains

The Chair informed he had been in discussion with the neighbouring Parish Council Chair re the Two Sisters Group Flixton eight-week detour and the damage the 140 lorries a day are causing the verges and St Peters bridge. The neighbouring Chair had a meeting with East Suffolk Council and made them come and visit the area and improve the detour. Parishioners have complained about how dangerous the lorries are on the single-track roads with few passing places.

13. To Receive items for the next Agenda

None

14. To Confirm the Next Meeting Dates:

- Wednesday 11th May 2022 at 7.30pm – Annual Parish Meeting & Annual Parish Council Meeting
- 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 9.05pm