



# Three Saints South Elmham Parish Council

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

## PARISH COUNCIL MEETING

*Rumburgh Village Hall*

**Wednesday 10th November 2021 at 7.30pm**

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

**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 their full reports are on the website:  
<http://threesaintssouthelmham.onesuffolk.net>

**B. Public Forum – for Members of the Public**

None

## MINUTES

**1. To consider Apologies for Absence**

Cllr Watkin – no apologies received.

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

6.a) Cllr Flatt declared a non-pecuniary interest – relative.

**3. To Approve the Minutes of the Last Meeting**

The Minutes from the Meeting held on 15th September 2021 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 and Expenditure and to close the Defibrillator Restricted Reserve and move funds of £157.20 to the Election Restricted Reserve.

Signed: \_\_\_\_\_

Chair

Date: \_\_\_\_\_

Date	Ref	Receipts	Amount
		None	
		<b>Total</b>	<b>£ -</b>
Date	Ref	Expenditure	Amount
15/09/2021	100770	Open Spaces Society subscription	£ 45.00
28/09/2021	S/O	Clerk's Salary - September	£ 138.85
28/10/2021	S/O	Clerk's Salary - October	£ 138.85
10/11/2021	100771	CAS Website Hosting	£ 60.00
10/11/2021	100772	R & J Davis Ltd - Bus Shelter window	£ 50.00
10/11/2021	100773	Clerk's Expenses - October & November	£ 31.12
		<b>Total</b>	<b>£ 463.82</b>

**b) To Approve the Budget and Precept 2022/23**

Councillors agreed the Budget as attached and a Precept 2022/23 rise from £3,000 to £3,300.

**6. Planning Applications and Decisions**

**Applications**

*Cllr Flatt declared a non-pecuniary interest – relative.*

**a) 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: Pending Consideration

Councillors resolved to APPROVE this application with no comments.

**b) 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: Pending Consideration

At the 15<sup>th</sup> September 2021 Meeting Councillors resolved NEUTRAL to this application with comments.

**Decisions**

None

**7. Villages' Maintenance**

**a) Tree & Common Maintenance**

Some Cllrs expressed concern over the increasing Ragwort on All Saints Common because it could in the future deter the cutting and use of the hay.

**b) Other Issues**

- **Common Encroachments** - c/f

- **St. Peters Bridge Damage**

Cllrs discussed the bridge damage which could have been done by a combine.

- **All Saints Bus Shelter**

Cllrs considered the brambles and overgrown area around the bus shelter and agreed it would be nice to get this area cleared and possibly use for future tree planting. Cllr Evans said she would obtain a quote to clear this area and have it maintained. **Action: WE**

**8. The Queen's Platinum Jubilee 2022**

CLLrs considered the following and agreed a decision would be made at the March 2022 meeting.

- a) Tree Planting
- b) Village Sign Plaques

**9. Correspondence**

- a) Open Spaces Society Booklet

**10. AOB**

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

**a) Village Footpath Maps – update**

The editors of the previous footpath map have agreed that the pictures and text can be used in the updated map, if required. Cllr Hughes-Jones will make a draft copy and liaise with SCC and obtain a quote to produce the leaflets.

Action: HHJ

**11. To Receive items for the next Agenda**

None

**12. To Confirm the Next Meeting Dates:**

- Wednesday 12<sup>th</sup> January 2022 at 7.30pm
- Wednesday 9<sup>th</sup> March 2022 at 7.30pm
- Wednesday 11<sup>th</sup> May 2022 at 7.30pm – APM & AGM
- Wednesday 13<sup>th</sup> July 2022 at 7.30pm
- Wednesday 14<sup>th</sup> September 2022 at 7.30pm
- Wednesday 9<sup>th</sup> November 2022 at 7.30pm

*The meeting ended at 8.40pm*

## Budget and Precept 2022/23

<b>INCOME</b>	<b>Approved</b>
	<b>Budget</b>
	<b>2022/23</b>
Precept	3,300.00
Additional Grants	0.00
VAT Reclaimed	0.00
Business Saver Interest	1.00
<b>Total Income</b>	<b>3,301.00</b>
<b>EXPENDITURE</b>	
Clerk's Salary	1875.00
Clerk's Office Costs	90.00
Clerk's Expenses	50.00
Hall Hire & Zoom	75.00
ICO - Data protection registration	35.00
Insurance - 3 year term 2019-2021	350.00
Internal Audit Fee	120.00
S137 Grants	250.00
SALC & Open Spaces Society Subscription	200.00
Training	25.00
Maintenance	150.00
Miscellaneous	50.00
Website	50.00
<b>Total Budgeted Expenditure</b>	<b>3,320.00</b>
	Budget Variance - 19.00
<b>Non-budgeted</b>	
Litter picking equipment	0.00
ESC Election fees	0.00
CIL Money (spent)	0.00
VAT to reclaim	0.00
South Elmham Community News 2019	0.00
Tree Maintenance	0.00
<b>Total Expenditure</b>	<b>3,320.00</b>
	Total Variance - 19.00