



Three Saints South Elmham Parish Council

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

PARISH COUNCIL MEETING

held by Zoom on

Wednesday 10th March 2021 at 7.30pm

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

Clerk/Responsible Financial Officer: Sally Chapman

Also Present: District Councillor Judy Cloke

Public Forum

A. Reports from County & District Councillor David Ritchie & District Councillor Judy Cloke

Full reports on the website: <http://threesaintssouthelmham.onesuffolk.net>

DC Judy Cloke spoke about her recent work in the district including traffic issues and criminal behaviour in and around Bungay, supporting flood victims and Bungay will soon have a rapid COVID testing station.

B. Public Forum – for Members of the Public

None

Minutes

1. To consider Apologies for Absence

County & District Councillor David Ritchie sent apologies.

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 13th January 2021 were confirmed unanimously as a true and accurate record.](#)

4. Matters Arising from the Minutes above and not on the Agenda

None

5. Finance

a) To receive the current Financial and Budget Reports & Approve Accounts

[Councillors agreed unanimously the Reports and the following Expenditure](#)

Signed: _____

Chair

Date: _____



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Date	Ref	Receipts	Amount
		None	
		Total	£ -
Date	Ref	Expenditure	
28/01/2021	S/O	Clerk's Salary - January	£ 138.85
28/02/2021	S/O	Clerk's Salary - February	£ 138.85
10/03/2021	100757	Clerk's Expenses February & March	£ 46.12
10/03/2021	100758	South Elmham Community News for 2020	£ 180.00
10/03/2021	100759	CAS Website Hosting	£ 60.00
10/03/2021	100760	McCarthy Tree Services	£ 300.00
10/03/2021	100761	EAAA - Grant	£ 50.00
28/03/2021	S/O	Clerk's Salary - March	£ 138.85
		Total	£ 1,052.67

b) CIL Money

Cllrs noted that ESC has informed CIL money cannot be no longer set aside for projects and they will be claiming back £291.76 which had been reserved for a defibrillator.

c) To consider Grants/Donations

Councillors agreed to grant East Anglia Air Ambulance £50 and to place the remaining £20 in the grants reserve.

d) Internal Audit Date – 20th April 2021

Cllrs noted the above date.

6. Annual Policies & Documents update & Review 2021

Councillors resolved to adopted all the Policies & Documents below.

- Asset Register
- Code of Conduct Policy
- Financial Regulations Policy (*updated as NALC's guidance Section 11 footnote*)
- Internal Control Statement
- General Data Protection Regulations Policy
- Publication Scheme Policy (*updated costs*)
- Risk Assessment
- Standing Orders Policy (*updated as NALC's guidance Section 18f & 18g*)

7. Planning Applications and Decisions

Cllrs noted the planning applications listed below.

Applications

a) Non-material Amendment off DC/05/0351/FUL -Two storey rear extension and conservatory

Hulver Cottage St Margarets Road South Elmham St Michael Bungay Suffolk NR35 1NF

DC/21/0532/AME | Validated: Fri 05 Feb 2021

(TSPC are not consultees on this type of application)

Signed: _____

Chair

Date: _____



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c) Prior Notification - A general purpose agricultural building

Hulver Farm St Margarets Road South Elmham St Michael Bungay Suffolk NR35 1NF

Ref. No: DC/21/0525/AGO | Validated: Wed 03 Feb 2021

(TSPC are not consultees on this type of application)

Decisions

None

8. Villages Maintenance

a) Tree & Common Maintenance

- St. Michael's Common – the two dead Willow Trees have now been removed.

- All Saints Schoolhouse, St Nicholas Lane – A parishioner has kindly removed the dead Willow Tree on the strip of common. Clerk to send a thank you letter. **Action: Clerk**

b) Other Issues

- Fly Tipping/Rubbish Wash Lane - update

The Clerk placed a 'How to Report Fly Tipping' notice on the local community Facebook page re this issue and no further fly-tipping has occurred.

9. Correspondence

a) Parking on All Saints Common email

The Chair reported he has spoken with the owners of the vehicles and they have assured him they will be removed.

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

a) Rumburgh Buck & Mrs Wilson – thank you letters have been sent from TSPC.

b) Utility Pole near Low Farm St. Peters – for future fibre cables.

c) Litter Picking Equipment – Cllr Hughes-Jones reported the new litter picking equipment is being put to good use and 8 big bags of rubbish has been collected so far in All Saints. The equipment can be borrowed by any volunteers.

d) Cllrs requested the Clerk to change the village hall bookings to the big hall for the future for when face-to-face meetings can commence. **Action: Clerk**

11. To receive items for the next Agenda

None

12. To confirm the Next Meeting Dates:

- Wednesday 12th May 2021 at 7.30pm – APM & AGM
- Wednesday 14th July 2021 at 7.30pm
- Wednesday 15th September 2021 at 7.30pm
- Wednesday 10th November 2021 at 7.30pm

The meeting ended at 8.25pm

Signed: _____

Chair

Date: _____