



# 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 11<sup>th</sup> November 2020 at 7.30pm**

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

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

**Also Present:** County & District Councillor Judy Cloke & one parishioner

### Public Forum

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

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

DC Cloke spoke about her recent work in the district and the recent changes in car parking fees in Bungay and informed all the local homeless people have been housed since the first lockdown.

The Clerk and Cllrs thanked her for the grant to enable them to purchase litter-picking equipment.

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

No questions

### Main Meeting

**1. To consider Apologies for Absence**

Cllr Watkins – apologies accepted.

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

None

**3. To Approve the Minutes of the Meeting held 9<sup>th</sup> September 2020**

**The Minutes from the Meeting held on 9<sup>th</sup> September 2020 were confirmed unanimously as a true and accurate record.**

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

None

**5. To consider Co-option to fill the Casual Vacancy**

Mrs Winfred Evans was co-opted to the Council and signed the Declaration of Office form.

Cllrs and the Clerk warmly welcomed her to the meeting. Clerk to send forms and offer training.

**Action: Clerk**

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

Chair

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



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## 6. Finance

### a) Clerk's Salary

At NALC's recent salary increase the Clerk noted she was not being paid the correct hourly rate. The Internal Auditor advised (email circulated) the pay scale changed in 2018 and the Clerk asked him to calculate the correct increase from 1<sup>st</sup> April 2020 (foregoing 2018 and 2019), which is £8.06pcm/£1.86pw.

Councillors agreed unanimously to correct the Clerk's salary as stated above from 1<sup>st</sup> April 2020.

### b) To receive the current Financial and Budget Report & Approve Payments

Councillors agreed unanimously the Reports and the following Receipts and Expenditure

Date	Ref	Receipts	
29/09/2020	D/D	Precept - 2nd instalment	£ 1,500.00
27/10/2020	credit	ESC Grant for Litterpicking Equipment	£ 58.43
		<b>Total</b>	<b>£ 1,558.43</b>
Date	Ref	Expenditure	
28/09/2020	S/O	Clerk's Salary - September	£ 138.85
28/10/2020	S/O	Clerk's Salary - October	£ 138.85
11/11/2020	100755	Clerk's Expenses October & November	£ 79.11
11/11/2020	100755	Clerk's backpay from April-September 2020	£ 48.36
		<b>Total</b>	<b>£ 405.17</b>

Once payments are approved the cheques will be posted to the Chair & Cllr for signing.

Cllrs discussed Rumburgh village hall and how the lack of bookings may affect their finances this year. Cllr Evans agreed to inquire.

Action: Cllr Evans

### c) To agree the Budget and Precept 2021-22

Councillors discussed the Budget and Precept for 2021-22 and agreed unanimously the Budget and to keep the Precept at £3,000 the same as the previous year.

Cllrs discussed the defibrillator (saving for) reserve and DC Loke kindly informed that there are grants available. The defibrillator would need electricity and sites were discussed including St Peter's church, St. Peters Brewery and Cleveleys Foods. Clerk to contact business and to obtain quotes.

Action: Clerk

### d) Litter Picking Equipment

The Clerk successfully applied for a grant for Litter Picking Equipment from Mrs Judy Cloke, District Councillor for £58.43. The equipment has now been received.

## 7. Planning Applications and Decisions

Cllrs noted the following:

### Applications

None

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

Chair

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



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## Decisions

### a) Single Storey Oak Framed Garden Room Extension to Rear

White House The Common South Elmham All Saints Halesworth Suffolk IP19 0PA  
Ref. DC/20/3176/FUL | Validated: Wed 19 Aug 2020 | Status: Withdrawn

### b) Listed Building Consent - Single Storey Oak Framed Garden Room Extension to Rear

White House The Common South Elmham All Saints Halesworth Suffolk IP19 0PA  
Ref. No: DC/20/3177/LBC | Validated: Wed 19 Aug 2020 | Status: Withdrawn

## 8. Village and Common Maintenance

### a) Tree Maintenance

- St. Michael's Common – two dead Willow Trees – update
- The Old School House, Crabtree Corner, St Nicholas Lane – one dead Willow Tree on common - update

Cllrs have previously agreed for the dead willows to be removed and waiting for quotes, Chair to pursue and Clerk to send contact details.

Action: Clerk

DC Loke advised that she thought ESC has joint responsibility over the common trees and would forward the Clerk an email address to investigate.

Action: Clerk

### b) Other Issues

#### - Traffic Survey Camera in Wash Lane St. Peters *(as reported last meeting)*

Cllrs noted this was a survey carried out on behalf of Department for Transport for Manual Count National Road Traffic Census (NRTC).

#### - BT/Openreach Light Poles

Cllrs informed a notice advising a light pole will be erected neat St. Peters Brewery.

#### - Fly Tipping

Cllrs reported that at the ford in St Peters near Wash Farm there is a regular fly tipping.

## 9. Correspondence

### a) Accident at St. Peters

The Chair informed it had been reported the accident at St. Peters was caused by the slippery conditions and the adverse road camber near Low Farm caused by lorries turning. Any mud on the road was cleaned-up in a timely manner by the landowner. The Clerk was asked to report road camber to ESC Highways.

Action: Clerk

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

None

## 11. To receive items for the next Agenda

None

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

Chair

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



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## 12. To confirm the Next Year's Meeting Dates:

- Wednesday 13th January 2021 at 7.30pm
- Wednesday 10th March 2021 at 7.30pm
- 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 8.47pm*

DRAFT

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

Chair

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