



Three Saints South Elmham Parish Council

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

To Members of the Council

You are hereby summoned by the Clerk to attend the next

PARISH COUNCIL MEETING

Rumburgh Village Hall

Wednesday 13th March 2024 at 7.30 pm

PUBLIC FORUM

- A. To Receive Reports from the County and District Councillor**
Reports will be placed on the website: <http://threesaintssouthelmham.onesuffolk.net>
- B. Public Forum – for Members of the Public**
Members of the public are welcome to attend

AGENDA

- 1. To Approve Apologies for Absence**
 - 2. To record Declarations of Interests and to consider Requests for Dispensation**
 - 3. To Approve the Minutes of the Meeting held on 10th January 2023**
 - 4. Finance**
 - a) To Receive the Financial & Budget Reports & Approve Income & Expenditure**
 - b) To Consider Grant Requests**
 - c) To Consider General Reserves**
 - d) New Bank Accounts - *update***
 - 5. Internal Audit Report 2022-23 – *update***
 - 6. Planning Applications and Decisions**
 - Applications**
None
 - Decisions**
 - a) Planning reference: DC/23/4585/FUL**
Proposal: First floor extension with balcony over existing single-storey side extension.
Address: The Acorns, Capps Lane, South Elmham All Saints, Halesworth, IP19 0PD
Date: 13 December 2023
Status: Permitted
- 7. Annual Review of Policies and Statutory Documents**
 - a) Asset Register**
 - b) Code of Conduct Policy**
 - c) Data Protection Regulations Policy**
 - d) Data Retention and Disposal Policy - *New***
 - e) Financial Regulations Policy – *updated***
 - f) Financial Reserves Policy - *New***



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- g) **Freedom of Information & Publication Scheme Policy**
 - h) **Internal Control Statement**
 - i) **Online Banking Policy - New**
 - j) **Parish Council Risk Assessment**
 - k) **Standing Orders Policy – updated**
 - l) **Strimmer Policy**
 - m) **Subject Access Request and Procedure Policy – New**
- 8. Village Reports**
- a) **All Saints & St. Nicholas**
 - b) **St. Michael**
 - c) **St. Peter**
- 9. Villages' Maintenance**
- a) **Tree & Common Maintenance**
 - b) **Village Issues**
 - Road Signs Condition - *update*
- 10. Correspondence**
- a) **Open Space Magazine**
- 11. AOB**
- For discussion only – the Council cannot make decisions on these items unless on the agenda.*
- a) **Website Annual Statistics**
 - b) **Village Footpath Map & Grant – update**
 - c) **Spring Litter Pick 16-17th March 2024 – update**
 - d) **Community Gathering at All Saints Bus Shelter 2024 – update**
D-Day 80 Celebration - 6th June 2024
- 12. To Receive items for the next Agenda**
- 13. To Confirm the Next Meeting Dates:**
- **Wednesday 8th May 2024 at 7.30 pm - Annual Parish Meeting & Annual Parish Council Meeting**
 - **Wednesday 10th July 2024 at 7.30 pm**
 - **Wednesday 11th September 2024 at 7.30 pm**
 - **Wednesday 13th November 2024 at 7.30 pm**

S. G. Chapman

Sally Chapman

Clerk to Three Saints South Elmham Parish Council

Date 6th March 2024