



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 11th March 2026 at 7.30 pm

PUBLIC FORUM

A. Public Forum – for Members of the Public

Members of the public are welcome to attend.

B. To Receive Reports from the County and District Councillors'

All reports are uploaded on TSPC's website: <https://threesaints-pc.gov.uk>

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 14th January 2026

4. Finance

- a) To Receive the Financial & Budget Reports & Approve Income & Expenditure
- b) To Consider Grant Requests
- c) To Consider General Reserves
- d) To Note the Internal Auditor's Inspection – 20th April 2026

5. Planning Applications and Decisions

To review the listed Planning Applications and any Additional Applications issued after the Agenda is published.

Applications

a) DC/26/0512/FUL - [Link](#)

Proposal: Demolition of existing porch and construction of a two-storey side extension against the north east face of the existing dwelling and various exterior alterations to the existing upper storey and roof.

Site address: 1 North End, St James Road, South Elmham All Saints, Halesworth, Suffolk IP19 0HG

Consultation letter expiry date: 10 March 2026

Status: Awaiting decision

Decisions

None

6. Annual Review of Policies and Statutory Documents

- a) Asset Register
- b) Biodiversity Policy
- c) Councillor Code of Conduct
- d) Data Retention and Disposal Policy
- e) Financial Regulations



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- f) **Financial Reserves Policy**
 - g) **Freedom of Information Policy and Publication Scheme**
 - h) **General Data Protection Regulations Policy, Privacy Notice & Data Information Audit**
 - i) **Health and Safety Code of Practice Policy - new**
 - j) **Information Technology Policy - new**
 - k) **Internal Control Statement**
 - l) **Online Banking Policy**
 - m) **Planning Applications Policy and Scheme of Delegation - new**
 - n) **Risk Assessment**
 - o) **Standing Orders**
 - p) **Strimmer Policy**
 - q) **Subject Access Request and Procedure Policy**
7. **Village Reports & Issues**
- a) **All Saints**
 - **Flooding at Rose Cottage - update**
 - b) **St. Nicholas**
 - **Damage to Roads & Gullies Clearing – update**
 - **Footpath Signage around the Eels Foot property area - update**
 - c) **St. Michael**
 - d) **St. Peter**
 - **Damaged to Roads - update**
8. **Villages' Maintenance**
- a) **Tree & Common Maintenance**
 - **Fallen Willows on Common – update**
 - **Tree Planting on Common – update**
9. **Correspondence**
10. **AOB - For discussion only – the Council cannot make decisions on these items unless on the agenda.**
- a) **To Note Base Station Upgrade at Anglian Water, Essex & Suffolk Water Tower at St. Michael**
Removal of 3 no. existing antennas, 1 no. equipment cabinet, installation of 3 no. new antennas on new supporting steelworks, 2 no. transmission dishes, 1 no. equipment cabinet and ancillary development.
 - b) **Footpath Map Reprint – update**
 - c) **To Consider a Spring Litterpick**
 - d) **To Consider an All Saints Bus Shelter Event 2026**
11. **To Receive items for the next Agenda**
12. **To Confirm the Next Meeting Dates:**
- **Wednesday 13th May 2026 at 7.30 pm - Annual Parish Meeting & Annual Parish Council Meeting**
 - **Wednesday 8th July 2026 at 7.30 pm**
 - **Wednesday 9th September 2026 at 7.30 pm**
 - **Wednesday 11th November 2026 at 7.30 pm**
13. **To Consider Common Encroachments**



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The Council is recommended to RESOLVE, in accordance with the Public Bodies (Admission to Meetings) Act 1960, that this agenda item shall be closed to members of the press and public. This is to allow the Council to discuss confidential and sensitive matters related to common encroachments.

S. G. Chapman

Sally Chapman

Clerk to Three Saints South Elmham Parish Council

Date 4th March 2026