



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 July 2024 at 7.30 pm

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

Clerk/Responsible Financial Officer (RFO): Sally Chapman

Also Present: District Councillor Anthony Specca & three parishioners

PUBLIC FORUM

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

County Councillor Judy Cloke sent apologies and a report.

District Councillor Anthony Specca answered questions and sent a report.

Full reports: <http://threesaintssouthelmham.onesuffolk.net/parish-council/minutes>

B. Public Forum – for Members of the Public

No questions or comments

The Chair, Councillors, and Clerk expressed their sincere condolences on the passing of former Councillor Mr James Montagu, who was co-opted onto TSPC on 20th May 2015 and stayed until 11th May 2022. Members of the Council will attend his funeral on 2nd August as a sign of respect.

MINUTES

1. To Approve Apologies for Absence

[Apologies were Approved and Accepted from Cllr Patrick.](#)

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

None

3. To Approve the Minutes of the Meeting held on 8th May and 22nd May 2024

[The Minutes from the Meetings held on 8th May and 22nd May 2024 were confirmed unanimously as a true and accurate record and signed by the Chair.](#)

4. Finance

a) Certificate of Exemption for 2023/24

The RFO advised that the Certificate of Exemption from a Limited Assurance Review has been sent to the External Auditors. They will respond in due course.

b) To Appoint the Internal Auditor for 2024-25 – update

[Councillors Approved the Appointment of an Independent Internal Auditor Mr Peter Strange for 2024-25.](#)

c) To Receive the Financial & Budget Reports & Approve Income & Expenditure

[Councillors Resolved unanimously to approve the following Receipts and Expenditure:](#)

Signed: _____ Chair

Date: _____

Date	Reference	Details	Receipts	Expenditure
21/05/2024	4	ICO - Data Protection Registration		£ 35.00
28/05/2024	S/O	Clerk's Salary - May		£ 175.50
07/06/2024	credit	Barclays Interest (closed account)	£ 8.40	
28/06/2024	S/O	Clerk's Salary - June		£ 175.50
30/06/2024	D/D	Bank Service Charge		£ 18.00
10/07/2024	5	SALC - Internal Audit		£ 144.00
10/07/2024	6	Robinsons - Footpath Map Printing		£ 7.00
10/07/2024	7	Clerk's Expenses - June-July		£ 20.00
10/07/2024	8	Stewart Cable (Handyman) Benches		£ 314.52
		Total	£ 8.40	£ 889.52
		Total Restricted Reserves		£ 4,678.27
		General Reserves		£ 4,073.77
		Total		£ 8,752.04

d) A Secure Certificate for TSPC's Website – update

The Suffolk Associations of Local Councils (SALC) has now added a secure certificate free of charge to TSPC's website.

e) To Consider a Remembrance Sunday Poppy Wreath/s

[Councillors Agreed to give a donation of £20.00 to The Royal British Legion, Bungay Branch instead of purchasing another wreath.](#)

5. Planning Applications and Decisions

Cllrs noted the following:

Applications

None

Decisions

- a) Prior Notification (Agricultural) - Renewing the cracked concrete to allow the yard to be re-cambered to direct water away from water course. Installing a hardcore track with cross drain where cattle have created pathways to prevent the ground becoming churned up and rainfall washing sediment into nearby ditches.**

Low Farm Church Road South Elmham St Peter Bungay Suffolk NR35 1NQ

Ref. No: DC/24/1849/AGO | Validated: Mon 20 May 2024

Status: Decided - Prior Approval Not Required

- b) Prior Notification (Agricultural) - Roof over their manure storage area to reduce water pollution by preventing rainfall from getting into the heap.**

The Hawthorns St Michaels Green South Elmham St Michael Bungay Suffolk NR35 1ND

Ref. No: DC/24/1777/AGO | Validated: Tue 14 May 2024

Status: Decided - Prior Approval Not Required

6. Village Reports

a) All Saints

- Wildflowers

Cllrs were pleased to inform the common has an abundance of Pyramid Orchids and wildflowers this year.

- Bus Shelter Maintenance

Cllr Evans is organising the replacement of the bus shelter tile and was pleased with the bench maintenance.

b) St. Nicholas

- Bench Maintenance

Cllr Pooley informed that parishioners appreciated the bench maintenance.

Signed _____

Date _____

c) St. Michael

- Nature Reserve

Cllr Hughes-Jones informed that the Uncles Lane Roadside Nature Reserve has been mown and one of the white markers was missing. Although some of the Sulphur Clover had been cut, it is believed it will survive. The missing post and mowing have been reported to the authorities by the guardians and the post will be replaced in due course.

- Common Encroachments

Cllr Watkin spoke of the common encroachments, and Councillors received comments from the farmers who rented the common. Further investigation to take place.

- Church Information Board Stand

The parishioners attending agreed to mend the Church Information Board Stand.

d) St. Peter

Cllr Patrick sent apologies and a report. Main points:

- Low Farm Building work

Cllrs were advised that retrospective planning applications have been applied for.

- Death of James Montague

- Boules tournament July 21st at St Andrews Village Hall. Proceeds to St Peter's church

- Thanks for bench refurbishment

7. Villages' Maintenance & Issues

a) Tree & Common Maintenance

The Chair informed the commons were being cut later because of the wildflowers.

b) Village Issues

- Benches Maintenance

Each of the four parishes' benches has now been refurbished.

8. Correspondence

a) St Michaels Common Email

The Chair informed he had responded to a parishioner's email regarding the ownership of St Michaels common.

9. AOB

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

a) Community Gathering at All Saints Bus Shelter 2024 - D-Day 80 Celebration - 6th June 2024

All Councillors agreed the D-Day 80 Celebration was a success and enjoyed by all who attended; it was a great evening. The Chair and parishioners especially enjoyed the piper and thanked Cllr Hughes-Jones and Cllr Evens for organising the event.

10. To Receive items for the next Agenda

None

11. To Confirm the Next Meeting Dates:

- Wednesday 11th September 2024 at 7.30 pm
- Wednesday 13th November 2024 at 7.30 pm

The meeting ended at 8.40 pm

Signed _____

Date _____