



# Three Saints South Elmham Parish Council

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

## PARISH COUNCIL MEETING

*Rumburgh Village Hall*

**Wednesday 9th July 2025 at 7.30 pm**

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

**Clerk/Responsible Financial Officer (RFO):** Sally Chapman

**Also Present:** Three parishioners

## PUBLIC FORUM

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

County Councillor Judy Cloke sent apologies and a report:

[Meetings » Three Saints South Elmham Parish Council](#)

District Councillor Anthony Specca sent apologies.

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

Mr Roger Lasham spoke regarding planning application: DC/25/1995/P3Q. The planning application has been refused on the grounds that the barn in question has not been used for agricultural purposes.

Cllrs discussed the matter and several recalled the barn being used for agricultural activities in previous years. Mr Lasham responded to questions from Cllrs and provided clarification where required, and asked the Parish Council for its support in confirming the barn's historic agricultural use.

## MINUTES

### 1. To Approve Apologies for Absence

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

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

6.b) The Chair, John Flatt, declared a non-pecuniary interest as he is a very distant relation of the applicant.

### 3. To Approve the Minutes of the Meeting held on 14<sup>th</sup> May 2025

[The Minutes from the Meetings held on 14th May 2025 were confirmed unanimously as a true and accurate record and signed by the Chair.](#)

### 4. To Consider Co-option to fill the Casual Vacancy

Mr Jack Walpole of St Nicholas put himself forward for co-option to the Parish Council.

[Councillors voted in favour of Mr Walpole and he was duly co-opted onto the Parish Council.](#)

After signing the Declaration of Acceptance of Office form, Mr Walpole joined the meeting.

### 5. Finance

#### a) To Note the Certificate of Exemption has been Registered with the External Auditors

The Clerk informed the Certificate of Exemption had been submitted to the External Auditors on 19<sup>th</sup> May 2025.

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

Chair

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

**b) To Appoint the Internal Auditor for 2025-26 – update**

The Clerk advised the Internal Auditor Mr Peter Strange had agreed to complete the internal audit for 2025/26.

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

*Councillors Resolved unanimously to Approve the following Receipts and Expenditure:*

Date	Reference	Details	Receipts	Expenditure
21/05/2025	transfer	ICO - Data Protection		47.00
28/05/2025	S/O	Clerk's Salary - May		183.69
31/05/2025	D/D	Bank Service Charge		6.00
28/06/2025	S/O	Clerk's Salary - June		183.69
30/06/2025	D/D	Bank Service Charge		6.00
09/07/2025	5	Clerk's Expenses - June-July		20.00
		<b>Total</b>	<b>£ -</b>	<b>£ 446.38</b>
		<b>Total Restricted Reserves</b>		£ 4,199.62
		<b>General Reserves</b>		£ 5,694.68
		<b>Total</b>		<b>£ 9,894.30</b>

**d) To Consider a Remembrance Sunday Poppy Wreath or Donation**

*Councillors Agreed to donate £20.00 to the Bungay Branch of the Royal British Legion.*

**e) To Consider a Grant to Rumburgh Village Hall Trustees VE Day Commemoration**

*Councillors Resolved to Grant to Rumburgh Village Hall Trustees £50.00.*

**f) Grant Requests for Footpath Map Reprint – update**

The Clerk informed the Council that she had submitted applications for three grants to support the reprinting of the footpath map and is currently awaiting responses.

**6. Planning Applications and Decisions**

Cllrs noted the following applications:

**Applications**

**a) Planning reference: DC/25/1644/FUL**

Proposal: Change of use from former holiday lets to single residential unit.

Site address: Oasis Barn, Rockford House, St Margarets Road, South Elmham All Saints, Suffolk

Status: Awaiting decision

**Decisions**

**b) Planning Reference: DC/25/1995/P3Q**

Proposal: Prior Notification - Conversion of rear Eastern Barn C at Homestead Barns into residential

Site address: Homestead Farm, Rumburgh Road, South Elmham All Saints, Halesworth, Suffolk IP19 0NX. Status: Refused

*The Chair, John Flatt, declared a non-pecuniary interest as he is a very distant relation of the applicant.*

*Councillors discussed the application and Resolved to write to the East Suffolk Council Planning Department to express their view that the barn has been used for agricultural purposes in the past, based on local knowledge.*

**7. Village Reports & Issues**

**a) All Saints**

The Chair advised All Saints Common would be cut at the end of next week.

**b) St. Nicholas**

No issues reported.

Signed \_\_\_\_\_

Date \_\_\_\_\_

**c) St. Michael**

Cllr Watkin informed the Council that some potholes have been filled on the road between All Saints and St Michael's.

**d) St. Peter**

No issues reported.

**8. Villages' Maintenance & Issues**

**a) Tree & Common Maintenance**

**- Tree Planting on Common**

Councillors Resolved that the newly planted trees on All Saints Common should be removed, as this is against the Common's Policy.

**- Ragwort**

A few clumps of ragwort have been spotted on All Saints Common and in the surrounding area, these will be removed by Cllrs.

**9. Correspondence**

**a) Local Government Reorganisation**

Cllrs have noted the ongoing Local Government Reorganisation in Suffolk.

**10. AOB**

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

**a) East Suffolk Council Affordable Housing**

Councillors Agreed they would not wish to enter into discussions with East Suffolk Council regarding a rural exception site, nor support the formation of a community-led housing group.

**b) East Suffolk Council Free Packs of Daffodil Bulbs Offer**

Councillors Agreed they did not wish for the Free Daffodil offer.

**c) Flixton Solar Farm Proposal – update**

No comments

**d) To Consider an All Saints Bus Shelter Event 2025**

*To commemorate Victory in Europe Day (VE Day) & Victory over Japan Day (VJ Day)*

Councillors Resolved to support the Rumburgh Village Hall Trustees' VE Day Commemoration event and agreed not to hold a separate event at the All Saints bus shelter.

**11. To Receive items for the next Agenda**

None

**12. To Confirm the Next Meeting Dates:**

- Wednesday 10<sup>th</sup> September 2025 at 7.30 pm
- Wednesday 12<sup>th</sup> November 2025 at 7.30 pm

**13. To Consider Common Encroachments**

*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.*

Councillors Resolved to close the meeting to the Press and Public in order to discuss Commons encroachments.

Two members of the public left the meeting and Councillors discussed common encroachments and potential further actions.

Councillors agreed to seek further advice on the matter of encroachments. The Chair agreed that Cllr Evans would draft letters for consideration and approval at the next meeting.

*The meeting ended at 9.05 pm*

Signed \_\_\_\_\_

Date \_\_\_\_\_