



Three Saints South Elmham Parish Council

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

PARISH COUNCIL MEETING

Rumburgh Village Hall

Wednesday 8th March 2023 at 7.30pm

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

Clerk/Responsible Financial Officer: Sally Chapman

Also Present:

PUBLIC FORUM

- A. County & District Councillor Judy Cloke**
Cllr Judy Cloke sent apologies.
- B. Public Forum – for Members of the Public**
None

MINUTES

- 1. To consider Apologies for Absence**
None
- 2. To record Declarations of Interests and to consider Requests for Dispensation**
None
- 3. To Approve the Minutes of the Meeting held on 11th January 2023**
The Minutes from the Meetings held on 11th January 2023 were confirmed unanimously as a true and accurate record and signed by the Chair.
- 4. Matters Arising from the Minutes above and not on the Agenda**
None
- 5. Finance**
 - a) To Receive the current Financial & Budget Reports & Approve Income & Expenditure**
Councillors resolved unanimously to approve the following Receipts and Expenditure.

Date	Reference	Details	Receipts	Expenses
28/01/2023	S/O	Clerk's Salary - January		162.50
28/02/2023	S/O	Clerk's Salary - February		162.50
08/03/2023	100796	Clerk's Expenses February & March		15.00
08/03/2023	100797	Open Spaces Society - Subscription		45.00
08/03/2023	100798	Rumburgh Village Hall Hire - Meetings		72.00
28/03/2023	S/O	Clerk's Salary - March		162.50
		Total	£ -	£ 619.50

Signed: _____

Chair

Date: _____

b) To Consider Grants & Donations

Councillors resolved to place the remaining £45.00 in the Grant Budget into a Grant Reserve.

c) To Consider General Reserves

Councillors agreed to vire £250 from the General Reserve into the Common Maintenance Reserve.

d) To Consider a Coronation Event and Gift

ESC is not offering a grant or gift to Parish Councils this year.

Councillors resolved to order 50 Coronation mugs for a children's Gift and for parishioners to purchase.

Action: Clerk

e) Internal Audit 2022-23

The Clerk advised the internal audit had been booked for early May and will be completed before the next meeting.

6. Planning Applications and Decisions

Cllrs noted the following:

Applications

None

Decisions

a) Planning Application DC/22/4940/FUL

Excavation within arable field to create new wildlife pond cluster and a single new pond in adjacent field. Ponds to be dug for biodiversity value as part of a wider project to re-create historic wood pasture and parkland habitat. Varying depths and profile across the ponds will be favoured. Arising spoil will be spread on nearby arable land. Land South West Of Mill Lane South Elmham All Saints And St Nicholas Suffolk.

Status Permitted

b) Ref. No. DC/22/2587/FUL

Proposal: The erection of a telescopic wireless mast and attached antennae with an overall height of 21 metres, in a disused paddock within the curtilage of the property, for licensed amateur reception and propagation of radio signals. Primrose Cottage, Stubb Lane, South Elmham St Michael, Suffolk, NR35 1ND

Status: Permitted

c) Ref. No. DC/22/2587/FUL

Proposal: Erection of an 18-metre wireless mast, with attached antennae, in a paddock within the property curtilage for licensed amateur reception and propagation of radio signals.

Primrose Cottage, Stubb Lane, St Michael, Bungay, Suffolk, NR35 1ND

Status: Permitted

7. Statutory Documents and Policies Annual Review

Councillors approved the following Statutory Documents and Policies and agreed the assets need to have a condition check.

Action: SP

a) Asset Register - updated

b) Current Code of Conduct Policy – to 4th May 2023

c) New Local Government Association's Code of Conduct Policy – from 5th May 2023

d) Data Protection Regulations Policy

e) Financial Regulations Policy

f) Freedom of Information & Publication Scheme Policy

g) Internal Control Statement

h) Parish Council Risk Assessment

i) Scheme of Delegation

j) Standing Orders Policy

k) Strimmer Policy

Signed _____

Date _____

8. Village Reports

a) All Saints & St. Nicholas

Cllr Pooley reported the potholes are being repaired in St. Nicholas.

b) St. Michael

Cllr Watkin reported the Parish Land Trust should give a report at the Annual Parish Meeting in May.

Action: Clerk

c) St. Peter

Cllr Patrick reported:

- A defibrillator is going to be fitted outside St. Peters church.

Action: Clerk to forward a defibrillator location poster

- The roads and banks are in a terrible condition and are disappearing.

9. Villages' Maintenance

a) Tree & Common Maintenance

- All Saint's Bridge Maintenance (*Hand Rail & Vegetation*)

The Chair reported he had cut back the vegetation but could not repair the rail. The Clerk will contact SCC Footpath Officer and report.

Action: Clerk

- East Suffolk Council Daffodil Donation

Councillors agreed to order and plant 500 naturalising Daffodils around the village in the autumn.

Action: Clerk

b) Common Encroachments – c/f

c) Other Issues

- Road Signs Condition

Cllrs reported all the road signs in the villages are deteriorating and in a bad state of repairs.

Action: Clerk

d) Litter Pick – Saturday 11th March & Sunday 12 March 2023

Cllr Hughes-Jones and Cllr Evans has organised a litter pick and posters have been circulated.

10. Correspondence

None

11. AOB

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

a) Village Footpath Map – c/f

b) Defibrillator Training – c/f

c) Website Annual Statistics

Cllrs noted the annual website statistics:

420 users, 572 sessions and 1,500 page views over the last year.

d) To Note the Parish Election on Thursday 4th May 2023

Nomination Papers must be with East Suffolk Council by Tuesday 4th April 2023

12. To Receive items for the next Agenda

None

13. To Confirm the Next Meeting Dates:

- Wednesday 24th May 2023 at 7.30pm –
Annual Parish Meeting & Annual Parish Council Meeting
- Wednesday 12th July 2023 at 7.30pm
- Wednesday 13th September 2023 at 7.30pm
- Wednesday 8th November 2023 at 7.30pm

The meeting ended at 9.00pm

Signed _____

Date _____