



Three Saints South Elmham Parish Council

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

PARISH COUNCIL MEETING

Rumburgh Village Hall

Wednesday 13th November 2024 at 7.30 pm

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

Clerk/Responsible Financial Officer (RFO): Sally Chapman

Also Present: County Councillor Judy Cloke, District Councillor Anthony Specca & two parishioners

PUBLIC FORUM

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

County Councillor Judy Cloke and District Councillor Anthony Specca gave an update and answered questions.
Full reports: <https://threesaintssouthelmham.onesuffolk.net/parish-council/minutes>

B. Public Forum – for Members of the Public

No questions or comments

MINUTES

1. To Approve 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 September 2024

The Minutes from the Meetings held on 11th September 2024 were confirmed unanimously as a true and accurate record and signed by the Chair.

4. Finance

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

Councillors Resolved unanimously to approve the following Receipts and Expenditure:

Date	Reference	Details	Receipts	Expenditure
16/09/2024	12	Bungay & District Royal British Legion Donation		£ 20.00
16/09/2024	13	Open Spaces Society Subscription		£ 45.00
30/09/2024	S/O	Clerk's Salary - September		£ 175.50
30/09/2024	D/D	Bank Service Charge		£ 18.00
28/10/2024	S/O	Clerk's Salary - October		£ 175.50
31/10/2024	D/D	Bank Service Charge		£ 5.40
13/11/2024	14	CAS Website Hosting		£ 60.00
13/11/2024	15	Clerk's Expenses - October-November		£ 78.59
		Total	£ -	£ 577.99
		Total Restricted Reserves		£ 4,678.27
		General Reserves		£ 2,835.80
		Total		£ 7,514.07

Signed: _____ Chair

Date: _____

b) To Consider Gov.UK Email Addresses and Website Domain

Councillors Approved the change to a gov.uk website domain and a gov.uk email address for the Clerk only. They also agreed to claim the government grant of £120 to support this change.

c) To Note the Clerk's National Association Local Councils (NALC) Pay Award from 1st April 2024

Cllrs noted the Clerk's Annual Pay Award negotiated by NALC.

d) To Consider and Approve the Budget and Precept 2025/26

Councillors Resolved to Approve the Draft Budget and set a Precept of £3,800 for 2025/26 an increase of £200 (estimated at £37.25 per annum for a Band D property) - *copy attached*.

5. Planning Applications and Decisions

Cllrs noted the following:

Applications

None

Decisions

a) Planning reference: DC/24/2183/FUL

Proposal: To construct a new cart lodge style garage and facilities building, along with a new steel framed cattle shed.

Site address: Low Farm, Church Road, South Elmham St Peter, Bungay, NR35 1NQ

Consultation letter expiry date: 30 August 2024

Status: Approved

6. Village Reports

a) All Saints

- The pothole near The Grange: This issue has been reported.
- The Grange's hedge: Councillors agreed it needs cutting back. JF and HHJ will speak to the owners. Action: JF/HHJ
- Mill Farm hedge and pond area: The owners have cut their hedge and sought permission to clear brambles and tidy up around the pond. The Chair will advise them. Action: JF
Councillors Agreed they were happy for the brambles to be cut back and the area tidied.

b) St. Nicholas

- Flooding in St Nicolas Lane: Persistent flooding near Crabtree Farm is being addressed by SCC Highways, who have been working to clear it.
- Dangerous mud: There is hazardous mud between the S-bends and the letterbox.

c) St. Michael

- Trees on St Michael's Common: The trees are growing dangerously close to the powerlines and may require attention.

d) St. Peter

- No issues

7. Villages' Maintenance & Issues

a) Tree & Common Maintenance – c/f

b) Village Issues – as above

c) Common Encroachments (c/f to point 12)

8. Correspondence

a) ITVX 'Doubly Thankful' TV Programme

"Doubly Thankful" refers to a unique phenomenon in the United Kingdom tied to the two World Wars. Specifically, it describes villages known as "Doubly Thankful," which did not lose any residents in combat during both World War I and World War II. These villages are incredibly rare, with only 14 officially recognised across England and Wales. This concept highlights an exceptional occurrence given the vast number of lives lost in both conflicts.

Councillors agreed it was an interesting piece that highlighted the local area that was appreciated by residents.

Signed _____

Date _____

9. AOB

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

a) To Consider an All Saints Bus Shelter Event 2025

To commemorate Victory in Europe Day (VE Day) – Thursday 8th May 2025 – c/f

10. To Receive items for the next Agenda

a) Spring Litterpick

11. To Confirm the Next Meeting Dates:

- Wednesday 8th January 2025 at 7.30 pm
- Wednesday 12th March 2025 at 7.30 pm
- Wednesday 14th May 2025 at 7.30 pm
- Wednesday 9th July 2025 at 7.30 pm
- Wednesday 10th September 2025 at 7.30 pm
- Wednesday 12th November 2025 at 7.30 pm

12. 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 common encroachments.

Two members of the public left the meeting, while County Councillor Judy Cloke remained. Councillors discussed the meeting held at St Michael's Common on 3rd October 2024, where the encroachments were reviewed.

Councillors agreed to seek further advice on the matter of encroachments.

The meeting ended at 9.15 pm

Signed _____

Date _____

THREE SAINTS SOUTH ELMHAM PARISH COUNCIL BUDGET 2025-26	
RECEIPTS	Approved
	Budget
	2025/26
Precept	3,800.00
Grants	0.00
Jubilee/Coronation Mugs Sales	0.00
VAT Reclaimed	40.00
Business Saver Interest (Barclays + UTB)	175.00
CIL Money	0.00
Total Income	4,015.00
EXPENDITURE	
Clerk's Salary	2303.00
Clerk's Office Costs	120.00
Clerk's Expenses	50.00
Hall Hire	75.00
ICO - Data protection registration	35.00
Insurance - 1 year term to September 2024	325.00
Internal Audit Fee	125.00
S137 Grants	250.00
SALC & Open Spaces Society Subscription	200.00
Training	60.00
Maintenance	300.00
Miscellaneous	50.00
Website	50.00
gov.uk Emails & Domain	24.00
Total Budgeted Expenditure	3,967.00
Non-Budgeted	
VAT to Reclaim	40.00
Total Expenditure	4,007.00
Total Variance	8.00

Signed _____

Date _____