

**Minutes of a Meeting of the Parish Council held on
Thursday 12 October 2023 at 7.30 pm in the Community Centre**

Present: Cllrs Cooper, Collins, Dingle, Henderson, Hollowday, Pudney, Sneddon, Weston and Wheele.

Also in attendance: The Clerk; County Cllr Fleming, District Cllr Weller and 1 member of the public, for some of the meeting.

10.12.01 **Welcome:** The Chair welcomed everyone to the meeting. The meeting was not being recorded.

10.12.02 **Apologies for Absence:** Apologies received and accepted from Cllr Fausset and Prendergast.

10.12.03 **Declarations:**

1. There were no Pecuniary or Non-Pecuniary Interests declared and no requests for dispensations.
2. Councillors were reminded of their obligations under the new Code of Conduct and the Nolan Principles of Public Office.

10.12.04 **Minutes:** The minutes of the meetings of 7th and 22nd September 2023 were both approved and signed by the Chair.

10.12.05 **Matters arising:** There were no matters arising not covered elsewhere on the agenda.

10.12.06 **Reports for Information:**

- Report, previously circulated, from County Councillor Fleming, who summarised her report.
- Report, previously circulated, from District Councillor Weller, who summarised his report.

10.12.07 **Public Forum:** There were no questions from the member of the public present and no issues raised.

10.12.08 **Statutory Business and General Governance:**

The following updated policies were unanimously approved: - Data Protection Policy; Document & Electronic Retention Policy; Complaints Procedure. The internal review carried out earlier by Cllr Sneddon raised no issues.

Consultations noted as follows: The BMSDC Joint Local Plan ready for adoption in November 2023; A Review of Polling Districts, Polling Places & Polling Stations; A New Policing Model online meeting 7 Nov at 6pm should anyone wish to attend. **Action:** Clerk to send the link to the BMSDC Joint local Plan to all Cllrs
Note no Cllr has taken up the Development pathway for Councillors as yet.

10.12.09 **Planning:**

a) The following planning application was discussed:

DC/23/04388: Works to Trees protected by a TPO – 3 oak trees to remove canopy deadwood and any compromised boughs to avoid danger from falling branches, Crown raise canopy to a height of 3 metres to allow more light to penetrate through the canopy @ 7 Burlington Close. The PC resolved to submit a 'No Comment'.

b) Planning determinations received;

DC/23/03324 refers to application DC/23/00968: Discharge of Condition 3 (Materials), 5 (Construction Method Statement), 6 (Precautionary Method Statement), 7 (Site Levels) and 10 (Biodiversity Enhancement Strategy) @ The Nook, Priory Road.

DC/23/04189: Works to Trees in a conservation area – fell 1 silver birch in rear garden @ 4 The Paddocks, The Green. This was submitted as a no comment on behalf of the Parish Council under delegated powers, MSDC has no objections to the application.

c) Update on Pace and Aura Power solar farms:

PACE: The application was approved by MSDC planning committee on 11 October. The Chair updated all present on the timeline leading up to 11 October, the Extraordinary meeting resulting in the Working Party and the refusal by MSDC to allow an extension to the consultation date past the date of the PC meeting today. He reported on the result – 7:1 in favour of the application. The hard work and energy put into fighting the application by the Chair was acknowledged and thanked on behalf of Palgrave residents and the Parish Council. A Parish Liaison Group now needs setting up to discuss matters further with Pace, as decreed in the decision of the Planning Committee. Cllrs Pudney, Henderson and Wheele will be the Parish Council nominated members. **Action:** Clerk to arrange parishioner co-option etc

AURA: No further information available as yet.

d) No other planning matters for information only.

10.12.10

Finance:

a) The following payments were approved for paying online by bank transfer:

£ 747.30	Caroline Emeny	Clerks remuneration
£ 39.44	Caroline Emeny	Clerks expenses
£ 23.79	H M R C	PAYE
£ 20.00	Royal British Legion Poppy Appeal	Annual Remembrance Wreath (Cheque 300002)
£ 37.50	P D C C	Inv 0146 re room hire
£ 60.00	Community Action Suffolk	Inv 3228 website hosting
£ 45.98	E Cooke	Screwfix invoice re Lows bench maintenance
£ 75.00	N Weston	Pond Maintenance re C Tustran
£ 6000.00	Internal transfer from current account to savings account	

The monthly schedule of payments was signed by Cllrs Dingle and Sneddon.

b) CIL remittance advice received for £4746.90.

c) Bank reconciliation for the period to 30 Sep 2023 was approved and signed by Cllr Henderson.

d) The purchase of the annual Remembrance Day Wreath was approved as listed above. Cllrs Cooper and Hollowday to attend and present the wreath together.

e) It was resolved not to purchase another strimmer, albeit it a battery operated one. Cllr Weston to get the petrol one checked that it is in working order. **Action:** Chair to have strimmer checked

f) The accounts ending 30 Sep 2023 and budget vs actuals was noted (reports previously circulated).

10.12.11

To consider matters and any actions required for those relating to the Community of Palgrave -

a) Highways and road related issues –

i. School traffic – County Cllr Fleming still to arrange a meeting with the PDCC.

ii. Kerb installation and Pedestrian signage – County Cllr Fleming explained the current diagram from Highways was the only way forward with the kerb. The PC resolved to approve it rather than no kerb at all. Could the hedge be pushed back? We need to determine who owns the verge and the Highways boundary. **Action:** County Cllr Fleming to query with Josh White (JW). JW to confirm new price for our approval for the kerb and the 2 pedestrian signs, meaning 1 Traffic Regulation Order (TRO) can cover all 3 items. **Action:** Clerk to get latest email from County Cllr Fleming sent by JW

iii. Verges: Clerk sent queries to Farmers Weekly and National Framers Union in relation to large farm vehicles on small country lanes. Still awaiting response. **Action:** Clerk to expedite replies

iv. Lopped branch and related debris on the Manorial Waste land opposite the Church – the Clerk has chased Highways as to their intention with the remaining wood and awaits response. Note it is Highways responsibility as the land is owned by Suffolk County Council not the Parish Council.

b) Speeding, Speed Indicator Devices – We need another pair of volunteers due to relocating. Will advertise in The Star.

c) DDNP – The DDNP was approved and passed. Thanks to all Palgravians who voted to accept it

d) The Green and Pond- protection and maintenance thereof:

i. Bollard Map – sent to MSDC, awaiting outcome. .

ii. Pond trees – **Action:** Chair to contact PD to discuss as Tree Fellas report received

iii. Pond maintenance – all agreed the pond looked good and that the work is satisfactory.

e) Other open spaces; The Lows Bench has been treated and area cleared of nettles etc.

The Lows ditch: Clerk still chasing for prices

The Lows footpath past the bench: The landowner has refused to allow trees to be planted in the existing gaps. Clerk has explained the timeline in detail to said landowner with apologies.

Action: Clerk to send details to Cllr Pudney who will make contact with landowner

f) Cemetery and Churchyard – More holes have appeared in the school side of the flint wall. Clerk has taken photos. **Action:** Clerk to contact volunteer or get quote from appropriate builder to repair

g) Palgrave Village sign plinth: Quote from S Goater approved. **Action:** Clerk to instruct asap

h) Broadband review re Upp plans – no further update as yet.

i) Village Clean up Morning Saturday 21 October, 10 – 12 noon. As already stipulated to concentrate on the Churchyard therefore meet at the Church. Refreshments available after the event. Tasks: ivy removal from the perimeter flint walls, grave clearing, weeding, 3 large sycamore trees need removing. PROW advised green waste and bags will be inside the churchyard wall, left of the gates.

Action: Clerk to advise PROW there will be loose green waste. To do e-shot via Zoho to advertise event again
Litter picking: The 'adopt an area' has not worked. We need to reinstate bi-annual litter picks as a result. These will alternate with 'Spruce Up Palgrave' events. Next Litter Pick will be 24 March 2024, 10am meet with hot drinks and bacon butties if the PDCC is available that morning. Clerk to check asap. All Councillors to rotate responsibility for these events. Cllrs Weston & Collins to head up the 24/3/24 litter pick. In the interim anyone wishing to pick litter can borrow the necessary equipment from the Chair where it is stored in his garage. Schedule of events: Litter pick March, Clean Up May, Litter pick September, Clean up November.

j) Asset Register maintenance: Bus Shelter: The roof is salvageable as only a few missing tiles so does not need replacing only repairing. Work Approved. **Action:** Clerk has contact and will get this done

k) Street lights – new estimate distributed and cost savings. Chair would like to discuss further with SCC.

Action: Clerk to pass on contact details

10.12.12 **Correspondence** – St Johns House traveller invasion noted. Inquest into death in the pond last December declared an accident by drowning with no recommendations in regard to the Pond. Affordable Housing meeting with Sue Downs cancelled indefinitely. D-Day 80th anniversary 6 June 2024 – the PC will not be organising any events; it was felt this was a village event that hopefully will be taken up by the PDCC. Public views sought on improvements to the A140.

10.12.13 **Motion under the Public Bodies** (admission to meetings) Act 1960 – Nothing to report.

Date of next meeting – The next meeting is on **Thursday 9 November 2023**, at 7.30pm. This will be preceded by a Cemetery Committee meeting at 7pm.

The meeting closed at 9.45 pm.

Caroline Emeny (Clerk to Palgrave Parish Council)

FINANCIAL REPORT – 30 September 2023

Current account Unity Trust Bank Account No. Sort codeStatement no's 051 & 008 dd 30/9/23

Current account statement balance	£10,890.59
Savings Account statement balance	£57,916.57
Overall Total Reconciles With Accounts Balance As Per Spreadsheet	£68,807.16