



palgravepc@gmail.com

Minutes of a Meeting of the Parish Council held on Thursday 15 June 2023 at 7.30 pm in the Community Centre

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

Also in attendance: The Clerk; District Cllr Weller, County Cllr Fleming, Two members of the public.

- 06.15.01 **Welcome:** The Chair welcomed everyone to the meeting. The meeting was not being recorded.
- 06.15.02 **Apologies for Absence:** No apologies - all present.
- 06.15.03 **Declarations:**
1. Michael Wheele was welcomed as a new Councillor and gave a brief resumé to all present. All positions are now full. Declarations of Office were signed by Cllrs Fausset, Pudney, Prendergast and Wheele.
 2. There were no Pecuniary or Non-Pecuniary Interests declared and no requests for dispensations.
 3. Councillors were reminded of their obligations under the new Code of Conduct and the Nolan Principles of Public Office.
- 06.15.04 **Minutes:** The minutes of the AGM meeting 11 May 2023 were approved and signed by the Chair.
- 06.15.05 **Matters arising:** There were no outstanding matters not elsewhere on the agenda.
- 06.15.06 **Reports for Information:**
- Report, previously circulated, from County Councillor Fleming. Question regarding possible funding for the kerb. She will investigate but there may only be Locality funding available.
 - Report, previously circulated, from District Councillor Weller. He confirmed The Green Party are in control of Mid Suffolk DC. He has several portfolios within the Cabinet, being Environment, Culture and Wellbeing.
- 06.15.07 **Public Forum:** A Member of the public present was invited to speak under planning DC/23/02275. No other issues raised with the Clerk not on the agenda.
- 06.15.08 **Statutory Business and General Governance:**
- a) Personnel committee Terms of Reference reviewed and updated, no changes. Cemetery committee Terms of Reference reviewed as follows: Members to include the Vice-Chair, or the Chair in his absence. Cllr Sneddon removed. Amendment approved A.I.F.
 - b) Outstanding Register of Interests declarations forms circulated for completion and submission.
 - c) Outstanding 'Return of Election Expenses' Forms circulated for completion and submission.
 - d) Review of January 2024 meeting date due to holidays. Thursday 4 January is the amended date.
 - e) Website Accessibility audit approval. Voted A.I.F. at baseline cost £108 plus vat depending on site size.
 - f) Consultations/ Surveys to consider: BMSDC Joint Local Plan Modifications Hearings. Sessions commence virtually 26 June. No further comments to be submitted.
 - g) Cllr Weston to assist Cllr Hollowday with generic ".palgrave@gmail.com" Council email address asap. Cllr Wheele also to set up asap. **Action:** Clerk to ensure these are done asap
- 06.15.09 **Planning:**
- a) The following planning applications were discussed:
DC/23/02275 & 02276 – Erection of a single storey rear garden room extension (following removal of conservatory) @ Orme House, The Green – listed building and planning application. Both applications were approved A.I.F. Note the applicant was present who gave a brief background to the revisions.
DC/23/02362 -Scoping Application re proposed solar farm and associated infrastructure @ Marsh Lane, Land north of Lion Road – The PC voted to object to the Scoping Application and insist on several inclusions to be considered in the Environmental Impact Assessment (EIA) with 1 abstention.
Action: Clerk to request a copy of the Screening Opinion for review
 - b) Planning determinations; None received.

c) Update on Pace and Aura Power solar farms – see item ‘a’ above for latest on the Aura application. Wortham have not responded to a reminder request for a joint Working Party.

PACE: A ‘Planning Statement Addendum’ document has been uploaded to the site which requires a quick response, not notified to us by BMSDC.

Action: Chair to formulate suitable response for approval and early submission next week

Action: District Cllr Weller to check when the Pace application is coming before committee

d) Any other planning matters: removal of a Eucalyptus tree approved by MSDC Arboriculturist @ Herringbone House, Lion Road.

06.15.10 **Finance:**

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

£ 747.50	Caroline Emeny	Clerks remuneration
£ 179.07	Caroline Emeny	Clerks expenses incl. litter and dog poo equipment
£ 23.59	H M R C	PAYE
£ 563.72	AJG Insurance	Annual insurance renewal
£ 34.56	Zoho Corp	E-shot annual subscription

The monthly schedule of payments was signed by Cllrs Pudney and Hollowday.

b) The following receipts were noted: Cemetery income £860.

c) Bank reconciliations for the period to 31 May 2023 were approved and signed by Cllr Fausset

d) The accounts to 31 May 2023 were noted.

e) The annual insurance renewal was approved. This is the final year of a 3-year long term agreement.

f) The Street Licence payment of £150 for bollards on the small green triangle was approved for payment.

06.15.11 **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. **Action:** Clerk to chase

ii. Kerb installation – visual produced by Highways for Councillors who remain unhappy with the grass verge width. Noted it used to be at least 1 foot wider and is no longer safe to walk along. Clerk to seek assistance with kerb funding from both County Cllr Fleming and District Cllr Weller. **Action:** Clerk to request our Highways representative attend a PC meeting asap to discuss

iii. Pedestrian signage – Highways insist no sign is required at the junction near Priory Road and Millway Lane - to be included in the Highways meeting request above.

iv. Purchase of the sign at Priory Rd / Lion Road junction approved A.I.F at £525.44 plus vat. No cost savings to be made due to it needing a new post.

b) Speeding, Speed Indicator Devices –

Data download issue resolved. One SID reported as needing re-calibrating. Manufacturer has requested we spot check the SID. **Action:** All Councillors to spot check all SIDs over the next month. SID speed indicated should be within 10% of their speedometers. Cllr Fausset to collect all 3 serial numbers and confirm to the Clerk for our records

Campaign for 20mph speed across all villages – Clerk gave a brief account of this campaign to request Highways to make the village a 20mph zone throughout. It was resolved that the Clerk will enquire if we are legally allowed to be included in such Campaigns before discussing further.

Action: Clerk to enquire what parishes are included in the campaign and of the legality of joining it

c) DDNP – nothing new to report.

d) The Green - protection and maintenance thereof:

i. Bollard Map – Clerk awaiting receipt of new outline map from BMSDC. Work completed to transfer the existing detail once map received. New proposals to then be sketched in.

Action: Clerk to finalise new map and bring to next meeting

ii. School Playground – School has agreed a joint working party to discuss possible improvements. Cllrs Hollowday and Prendergast agreed representatives re WP. **Action:** Clerk to inform school

iii. Pond – Various complaints received re the growth around the Pond. Cllr Fausset stated it has been experimental this year to determine what does and doesn’t work. There are currently nesting birds meaning no cutting can take place during the March – August season. Proposal: To leave the pond until the end of August after which a specific amount will be cut back – 6 voted in favour, 5 against including Cllr Henderson. The vote was carried.

- iv. Parking on The Green – Clerk to prepare illegal parking notices for Councillors to use when necessary. **Action:** Clerk to prepare notices for next meeting, check wording with BMSDC
- e) Other open spaces; Footpaths FP5 /FP6 made good but someone removed the temporary posts – apologies sent to the Landowner for this unnecessary behaviour by a parishioner. Collapsing culvert reported. The Lows footpath overdue its first cut of the year as badly overgrown.
Action: Clerk to instruct Lows cut asap
- f) No further update from County Broadband
- g) Cemetery and Churchyard – J. Whistlecraft no longer able to cut the grass between the existing graves etc. The cemetery now requires cutting all over including the lower and unconsecrated sections. Urgent as very overgrown. Will require a regular monthly cut during the summer months. Excite quote £65 to cut around the headstones. Approved AIF but determined on a cut-by-cut basis. Clerk to seek other prices.
Carpark sprayed this week re weeds.
Gates have dropped considerably and are now difficult to close and secure. Our contractor will look at these and the Churchyard gates late June/ early July on return from holiday & advise any price difference due to the dropping.
The large mound east of the middle section needs levelling up as this area has now filled up with reserved grave sites, plots 236 to 239. **Action:** Clerk to seek quotes, Excite don't have a mini digger
- h) Village Litter Area assignment – 12 Hi-Viz vests purchased and 6 litter pickers but these are still not quite long enough. A 72" version is available for £40 each plus vat. Purchase approved for approx. 6 but to await details from BMSDC re contribution towards litter picking equipment costs. Tom Barker is the contact. **Action:** Clerk to enquire re funding from BMSDC
- i) Palgrave Village sign – New sign will soon be ready. It was agreed to delay installation and unveiling until positive media coverage agreed. Dist Cllr Weller suggested that the Leader of the Council may be able to attend and thereby get some good media attention. **Action:** Clerk to chase up attendance with a range of suitable dates and update M Goater on the slight delay
Clerk reminded all of the £500 offered donation towards costs. Overall price of 712.84 plus installation costs of 1 day at £120 agreed AIF. It was noted that hands on assistance will be required to help install Palgrave Man onto the existing plinth and securely fixed. Suggestion that the current plinth is given a coat of preservative ahead of the actual installation for additional weatherproofing.
Action: Clerk to task a member of the Council with weatherproofing the plinth in time
- j) Spruce up Saturday 1 July, PDCC booked from 9.30 – 11.30 am. Cllr Weston will be in charge of allocating tasks. Cllr Weston to purchase bacon, baps, sauces, milk etc. Cllr Sneddon to be in charge of refreshments and rolls and to arrange suitable help from 9.30 onwards. Hi-viz vests to be borrowed from the store at Jane McC's for volunteers if required.
- k) Street Lights – **c/forward**
- l) Oak Trees to commemorate the Kings Coronation - **c/forward**
- m) Asset Register maintenance:
Bus Shelter: Cllr Henderson considers it salvageable. It does have some woodworm but nothing that cannot be dealt with. A detailed action list will be made available post meeting due to time constraints
Action: Cllr Henderson to distribute his list of suggested actions/repairs
Metal Circular bench near the pond: It was agreed this was stable and did not pose a danger.
- n) P I I P - - **c/forward**

06.15.12

Correspondence - The clerk confirmed all relevant correspondence had been circulated by email. SALC AGM on Wednesday 19 July at 7pm for anyone interested in attending remotely – please ask the Clerk to register you.

Eye Civic Mayors Parade invitation to attend Sunday June 25th at 10.50am – note post meeting this has been deferred, new date to be announced.

PDCC request for Council support for their grant application for funding to resurface the driveway and car park. No specific sum £ mentioned at this stage, just PC support. The Clerk has forwarded various grant opportunities to them.

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

Date of next meeting – The next meeting is on **Thursday 13 July**, at 7.30pm.

The meeting closed at 10.00 pm.

Caroline Emeny (Clerk to Palgrave Parish Council)

FINANCIAL REPORT – 31 May 2023

Current account Unity Trust Bank Account No. Sort codeStatement no's 045 & 004 dd 31/5/23

Current account statement balance	£5,211.27
Savings Account statement balance	£61,172.18
Overall Total Reconciles With Accounts Balance As Per Spreadsheet	£66,383.45