

**Minutes of the Meeting of the Parish Council held on
Thursday 16 February 2023 at 7.30 pm in the Community Centre**

Present: Cllrs Cooper, Dingle, Fausset, Prendergast, Pudney and Weston.

Also in attendance: The Clerk; District Cllr Burn for some of the meeting, two members of the public.

- 02.16.01 **Welcome:** The Chair welcomed everyone to the meeting. The meeting was not being recorded.
- 02.16.02 **Apologies for Absence:** Apologies received and approved from Cllr Sneddon and County Cllr Fleming.
- 02.16.03 **Declarations:** There were no Pecuniary or Non-Pecuniary Interests declared and no requests for dispensation. Councillors were reminded of their obligations under the new Code of Conduct and submission of any additional Interests as required by the new code.
- 02.16.04 **Minutes:** The minutes of the meeting of 12 January 2023 (as previously circulated) were approved and signed by the Chair.
- 02.16.05 **Matters arising:** The County Broadband (CB) Wayleave Agreement (WA) was raised by the Clerk having responded to them after the last meeting. A new agreement with detailed maps was distributed for consideration. **Action:** Clerk to respond to CB for more detailed information as discussed; to query if any other WA's exist; to request a Method Statement for the works required
- 02.16.06 **Reports for Information:**
- County Cllr Fleming: Report as previously circulated.
 - District Councillor Burn: Report as previously circulated from BMSDC. District Cllr Burn will be resigning after this term of office. The Chair thanked him for his support over the many years and said he would be sorely missed.
- 02.16.07 **Public Forum:** Two members of the public present, one for a planning application under item 02.16.09a. A complaint about excessive dog mess was emailed to the Clerk.
- 02.16.08 **Statutory Business and General Governance:**
1. There were no policies to review.
 2. Councillor training – Cllr Prendergast précised the Community Engagement course attended.
Action: Cllr to send the presentation module to the Clerk for storage and distribution
 3. Vacancies: Three vacancies now exist, all can be co-opted onto the Parish Council.
 4. Consultations considered: East Anglia Green update; Gypsies & Travellers Sites; The South Norfolk Village Clusters Housing Allocations Plan (VCHAP). – It was agreed no comments were required.
 5. Nomination papers for the local elections on 4 May were distributed to members to be handed back to the Clerk at the March meeting.
- 02.16.09 **Planning:**
- a) The following planning applications were discussed:
DC/23/00491 and 00492 – Listed building consent and planning permission application for Erection of a single storey garden room following demolition of conservatory @ Orme House, The Green. The PC welcomed comments from the householder. It was resolved to request BMSDC to take into account the neighbour objection raised in regard to amenity when considering the application.
 - b) Planning Determinations received from BMSDC:
DC/22/06276 - Change of use of outbuilding from Commercial to Holiday Let (Retention of) @ 3 Red Brick Cottages, Old Bury Road -planning permission granted with various restrictions in place.
 - c) Update on Pace and Aura Power solar farms -
Pace Application – BMSDC confirmed the application will probably only go before the planning committee in the summer as the applicant is undertaking additional work as a result of consultee comments.
Aura Application – No planning application will be submitted until a second phase of public consultations is done, therefore not likely until Spring at the earliest. They are working on redesigning the site based on the initial feedback and are undertaking appropriate environmental surveys to accompany the revised site boundary and exploring mitigation measures that could help alleviate the existing flooding that residents experience on Millway Lane. No further response from Wortham in regard to a Joint Working Party at this stage.

d) Any other planning matters for information only – DC/23/00342 Works to Trees in a Conservation Area @ Hemplands, Lion Road was approved by the Chair and the Clerk under delegated powers.

02.16.10

Finance:

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

£ 733.80	Caroline Emeny	Clerks renumeration January
£ 10.50	Caroline Emeny	Clerks expenses
£ 15.00	HMR C	PAYE / NIC
£1476.00	Frank Davey Ltd	Inv 7787 re bollards

The monthly schedule of payments was signed by Cllrs Weston and Fausset.

b) £150 cemetery income received.

c) Bank reconciliation for the period to 31 January 2023 was approved and signed by Cllr Cooper..

d) The new savings account is open with £60K transferred as agreed. A contra transfer of £3K from this account into the current account is scheduled today to maintain the c/account balance as previously minuted due to the payments listed above.

02.16.11

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

a) Highways, speeding and road related issues

Deferred bridgeworks at Crossing Road will be taking place 25 / 26 Feb and 11/ 12 March, with the road closed 8pm – 8am, but we think it will be permanently closed not just overnight. Traffic will be diverted via A143, Lion Road, Upper Rose Lane and vice versa.

Complaint received about traffic chaos around school opening and closing times which prompted a quick response from Suffolk Highways resulting in a meeting on Monday 20 Feb at 8.30. The Clerk, the Chair, a representative from the school, County Cllr Fleming and Josh White (JW) from Highways will all be in attendance. Clerk will deal with some other o/s issues with JW at the same time including footpath erosion and subsequent danger to pedestrians, manorial waste parking and large pothole on Crossing Rd.

b) Speeding, Speed Indicator Devices – All working well. Cllr Fausset to analyse data from the east and west entries to the village to determine if the 40mph buffer zones have had any effect.

Action: Cllr Fausset to download data

c) DDNP – Examiner has made some positive comments. A meeting is scheduled for 21 Feb to provide some answers to questions raised but these do not involve Palgrave. The Aldi planning application on the old feather factory site was raised despite being contrary to the DDNP.

Action: Clerk to include the Aldi planning application on the March agenda

d) Defibrillator update – our current volunteers are leaving the village. Clerk meeting them to determine the frequency of checks etc and will include this on the list of tasks on the 25 March event.

e) The Green - protection and maintenance thereof: Suffolk Highways have confirmed we can place three reflective bollards on each apex of the small green triangle, subject to £150 licence fee. It was unanimously agreed to move forward with this asap, noting we have 3 bollards left from our purchase. They also confirmed we do not require their permission to install additional bollards around The Green as it is not Highways land. The revised plan for the additional bollards was discussed in detail, and comments noted.

Action: Chair to update the plan and send to the Clerk. Clerk to investigate the procedure order with BMSDC to move the amended plan forward

Mowing Plan – Cllr Fausset produced and explained his revised plan to leave some parts of The Green wild. He acknowledged the grass was left too long and too late in 2022. Plan summary - to leave 2 parts of The Green uncut in May / June to establish the wildflowers. To be cut in July / August once the seeds have sown. Each area will have a partial mow approach around the edges with mown paths to allow foot access.

Action: Clerk to send Cllr Fausset a blank map of The Green for him to annotate and return

The Clerk confirmed the lime trees skirts will be cut back w/c 27 February. The trees on the west bank of the Pond were unable to be visually checked due to the amount of ivy growing in that area.

f) Other open spaces; Cllr Pudney advised there are two missing footpath signs in the ditch on the footpath south of Priory Wood. The footpath from Crossing Road to the A143 has not yet been reinstated.

Action: Clerk to check both of the above on Monday when in the area and report where necessary

g) To review / approve the risk assessment around the Pond and Green. It was agreed to investigate low level vegetation for planting around the pond, especially on the road side, as a form of delineation. Suggested source for advice Waveney River Trust or Suffolk Wildlife Trust. If there is an inquest into the recent pond death, this may result in a report with recommendations for improvements.

Action: Clerk to investigate vegetation and whether there will be an inquest

h) Cemetery and Churchyard - The Churchyard wall facing Lion Road will be cleared of weeds etc in the next few days. Note there is a scheduled Cemetery meeting next month ahead of the main meeting.

i) Palgrave Village sign – awaiting update from Michael Goater but all in hand, no immediate concerns.

j) Community Engagement Day – Saturday 25 March 10 - 2 pm. Positive responses received from many of the village groups. Banner design agreed. Postcard design agreed for the Important Contact Information.

List of possible questions to be actioned as a means of engaging with the public. Full page advert in the Star.

Actions: Chair to get improved banner quote and possible magnetised postcard quote.

Clerk to continue chasing outstanding groups and collating the necessary information etc.

Cllr Pudney to investigate if further scrapbooks are available from the late Jean Thorndyke

Clerk to continue to distribute details about the event to Councillors for ideas etc

k) The King's Coronations plans - the Clerk confirmed the PDCC will be putting on some form of day event. Specific Grant information for this occasion has been forwarded to enable them to apply direct. The PC agreed to look at tree planting – a resident suggested planting one or two oak trees along the established line on the Lows footpath after the bench. The Clerk confirmed there are a couple of places which could warrant this. The Parish Council to consider this as a possibility but planting will not be until the autumn.

Action: To include tree planting on future agendas until decision made

l) Asset Register maintenance:

Bus Shelter – **Action:** All Councillors to look at the inside of the bus shelter before the next meeting to determine whether we need to reline the internal roof

Metal Circular bench near the pond – **Action:** Cllr Weston to investigate as previously minuted

02.16.12 **Correspondence** - The clerk confirmed all relevant correspondence had been circulated by email.

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

Date of next meeting – The next meeting is on Thursday 9 March at 7.30pm.

The meeting closed at 10.00 pm.

Caroline Emeny (Clerk to Palgrave Parish Council)

FINANCIAL REPORT – 31 January 2023

Current account Unity Trust Bank Account No. Sort codeStatement no. 040 dd 31/1/23

	Bank statement balance	£64,479.99
	RECONCILES WITH ACCOUNTS BALANCE AS PER SPREADSHEET	£64,479.99