

**Minutes of a Meeting of the Parish Council held on  
Thursday 9 November 2023 at 7.30 pm in the Community Centre**

**Present:** Cllrs Cooper, Collins, Fausset, Henderson, Pudney, Sneddon, Weston and Wheele

**Also in attendance:** The Clerk.

- 11.09.01 **Welcome:** The Chair welcomed everyone to the meeting. The meeting was not being recorded.
- 11.09.02 **Apologies for Absence:** Apologies received and accepted from Cllr Dingle, Hollowday and Prendergast.
- 11.09.03 **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.
- 11.09.04 **Minutes:** The minutes of the meeting of 12 October 2023 were both approved and signed by the Chair.
- 11.09.05 **Matters arising:** There were no matters arising not covered elsewhere on the agenda.
- 11.09.06 **Reports for Information:**
- No Report from our County Councillor.
  - Report circulated and summarised from District Councillor Weller. Within that report is a position statement in Solar Farms from Mid Suffolk. This stated that solar farms should not be based on prime agricultural land and the landscape impact on our communities needs to be taken into account. It was noted this did not apply to the decision made re the Grange Solar Farm at Palgrave.
- 11.09.07 **Public Forum:** There were no questions raised from the public.
- 11.09.08 **Statutory Business and General Governance:**
- The following policies were unanimously approved: - Powers Delegated to the Clerk and the Health & Safety Policy. Updated only, no changes.  
No Consultations to note.  
Councillors urged to take up the 2-session Councillor training online with SALC, dates now into March 2024.
- 11.09.09 **Planning:**
- a) There were no planning applications to discuss.
  - b) Planning determinations received;  
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. BMSDC consent given.
  - c) Update on Pace and Aura Power solar farms:  
**PACE:** The Parish Liaison Group (PLG) is now in place as required by the planning committee action sheet comprising 3 Parish Councillors and 3 Parishioners. Note it will operate outside of the PC, reporting back for information only. Consequently the 19 page planning decision approving the Solar Farm was received today. Pace confirm there will be no build in 2023, possibly 2024 or even 2025 before it is operational.  
**Action:** Clerk to share planning decision with the PLG and PC  
**AURA:** No further information available as yet.
  - d) Planning enforcement issued raised with BMSDC who are investigating. EN/23/00593 refers.
  - e) No other matters for information only.
- 11.09.10 **Finance:**
- a) The following payments were approved for paying online by bank transfer:

£ 995.12	Caroline Emeny	Clerks remuneration incl back pay
£ 24.00	Caroline Emeny	Clerks expenses
£ 134.44	H M R C	PAYE
£ 45.00	Open Spaces Society	Annual membership renewal 78299
£ 1260.00	Excite Solutions	Inv 2689 re Aug & Sept grass cutting
£ 234.00	Excite Solutions	Inv 2690 re cemetery additional cuts

£ 18.00 S A L C

Inv 27908 re Annual Conference for Clerk

£ 320.40 First Rescue Training

Inv DW-101812 re Defib spares

The monthly schedule of payments was signed by Cllrs Henderson & Cooper.

- b) SCC Grass cutting remittance advice received for £76.44 re The Lows.
- c) Bank reconciliation for the period to 31 October 2023 was approved and signed by Cllr Wheele.
- d) The accounts ending 31 October 2023 and budget vs actuals was noted (reports previously circulated).

11.09.11

**School:** Cllr Cooper gave an update from the School Working Party (SWP) re playground, to install a hard standing path from the small church gate to the double gates enabling pupils to enter the church mud-free, and to install a form of artificial surface on the middle section of the playground, leaving the two outer areas as is. It was resolved the SWP need legal advice that their proposal is permissible for land within a Village Green, then bring the proposal to the PC for consideration. The PC is minded to allow the school to pursue an artificial surface but more detail is required. **Action:** Clerk to discuss with MSDC officer and update SWP to investigate further

To consider / approve Notice of planning permission for new 2.4mt high fence and gate to replace the current small wooden fence: This is a Government led recommendation for all schools re safety and security. However this is not public land, it is a privately owned Village Green. **Action:** Clerk to also discuss this with the MSDC officer and report back

Request to trim back trees re school bus through access - **Action:** Clerk is awaiting a response from the school in this regard, assuming they have had the said trees trimmed in the past, paid for by whom?

11.09.12

**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 – Still awaiting new price from Highways and answer as to who owns the grass verge.
  - iii. Worn Verges due to excessively large farm vehicles: No sensible response from Farmers Weekly or National Farmers Union. Queried what mitigating actions we might be able to take with Highways who suggested an active Lorrywatch scheme, or a survey paid for by us to ascertain how big the problem is. The PC felt both suggested solutions were not viable. **Action:** Cllr Henderson to look at other avenues
  - iv. Removal of the lopped branch and related debris on the Manorial Waste land opposite the Church – The Clerk has expedited this again with Highways. No response to date.
- b) Speeding, Speed Indicator Devices – no update, all working well. Still need another pair of volunteers re the Crossing Road / Upper Rose Lane SID. Our thanks to all SID volunteers.
- c) The Green and Pond- protection and maintenance thereof:
  - i. Bollards – one more hurdle to overcome re the Scheme of Management - Clerk discussing with MSDC officer. Confirmed Planning Permission is not required.
  - ii. Fallen / leaning trees at the Pond – **Action:** Chair to contact PD urgently to discuss
  - iii. Bollards being removed on The Green for tree maintenance by Tree Fellas - Clerk confirmed with contractor that the 2 bollards to be removed must be replaced securely ensuring they can no longer be removed at will by the homeowner where the work is being carried out.
  - iv. The PC agreed the lime tree skirts all need trimming. **Action:** Clerk to instruct
- d) Other open spaces; Chair confirmed the petrol strimmer is in working order for nettle clearance etc. The Lows ditch: Clerk meeting with possible contractor next week to discuss land drain and piping. The Lows footpath past the bench: Cllr Pudney to discuss urgently with landowner re additional trees. Permissive path left off Denmark Bridge is overgrown and needs trimming back. **Action:** Clerk to enquire with contact who landowner is and request if this can be accommodated asap
- e) Cemetery and Churchyard – Cemetery update provided by Cllr Henderson as follows: Two tree quotes received but trying to get these reduced. It was agreed to purchase a wooden compost bin with the PC's approval for green waste. Approximate cost £79.99. The PC resolved to agree the purchase thereof. A Clean Up Cemetery event to be scheduled for May. **Action:** Clerk to advertise etc at appropriate time  
Churchyard – recent flint wall holes repaired by volunteer. The PC would like their appreciation and thanks minuted as a public record.

- f) Review of Upp wayleave agreement (previously circulated) plans – Points 3 and 4 on the proposed document need clarifying and further information. Turf also needs careful removal where it is necessary to dig up The Green and replacing with said turf, not replaced with new turf.

**Action:** Clerk to revert to Upp asap with issues raised

- g) Churchyard Clean up Morning only attracted about 10 people – could have been due to the disruptive weather the day before. But a lot was achieved and our thanks to everyone who participated. Next Community Litter Pick event was agreed as Sunday 17 March 10am onwards, meet at the PDCC. Schedule of events: Litter pick 17 March, Cemetery Clean Up in May, Litter pick in September, Clean up Village event in November details to be specified at a later date.

- h) Asset Register maintenance: Bus Shelter: Clerk produced details of a 3-stage approach which was unanimously approved. **Action:** Clerk to instigate asap

- i) Street lights – **Action:** Chair investigating this and will report back at next meeting

- j) Parish Infrastructure Investment Plan (PIIP): updated version (previously circulated) unanimously approved.

11.09.13 **Correspondence** – Diss Town Mayor’s Charity Christmas Carol Concert. Clerk instructed to purchase two tickets for this event. All other correspondence dealt with.

11.09.14 **Motion under the Public Bodies** (admission to meetings) Act 1960 – Annual cost of living salary scales approved by NALC, backdated to 1 April 2023.

**Date of next meeting** – The next meeting is on **Thursday 14 December 2023**, at 7.30pm. This will be preceded by a Personnel meeting at 7pm.

The meeting closed at 9.20 pm.

Caroline Emeny (Clerk to Palgrave Parish Council)

### **FINANCIAL REPORT – 31 October 2023**

Current account Unity Trust Bank Account No. .... Sort code .....Statement no’s 052 & 009 dd 31/10/23

Current account statement balance	£8,409.52
Savings Account statement balance	£63,916.57
Overall Total Reconciles With Accounts Balance As Per Spreadsheet	£72,326.09