



clerk@palgrave-pc.gov.uk

The Parish Councillors of PALGRAVE PARISH COUNCIL are summoned to attend the Council Meeting on Thursday 14 May 2026, commencing at 7.30pm, in the Community Centre lounge, Upper Rose Lane.

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

The meeting is open to members of the public to attend in person. Members of the public not wishing to attend in person may submit written representations on issues to be covered in the agenda or items in general which will be noted for further consideration. This item will be limited to 15 minutes duration but may be extended at the discretion of the Chair Person.

AGENDA

- 05.14.01 **Election of Chair** inc. signing the Declaration of Acceptance of Office for the position
- 05.14.02 **Chair's welcome** including the noting of the Audio Meeting Protocol if applicable
- 05.14.03 **Apologies** – a) Council to receive apologies for absence
b) Council to consent to accept apologies received
- 05.14.04 **Vacancies and Co-Option** of Councillors
- 05.14.05 **Declarations** of Office and Declarations of Pecuniary and local non-pecuniary Interests and dispensations:
1. To receive Members' declarations of pecuniary and non-pecuniary interests and to consider any requests for dispensations.
2. Members to be reminded of their obligations under the Code of Conduct. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.
- 05.14.06 **To receive and consider the minutes** of the meeting of 9 April 2026 (previously circulated)
- 05.14.07 **Matters arising** from the minutes of those meetings not covered elsewhere on this agenda
- 05.14.08 **Reports for Information** - to receive written reports for information only:
▪ Report from our new County Councillor
▪ Report from District Councillor Tim Weller
- 05.14.09 **Public Forum** -
Members of the public may give their views on issues on this agenda on or matters relating to Palgrave, or raise issues for future consideration, at the discretion of the Chairman. They may speak for up to 3 minutes and the session will last no longer than 15 minutes. Members of the public may not take part in the Committee meeting itself.
- 05.14.10 **Statutory Business and General Governance** –
1. To consider appointments to the following:
Vice Chair and signing of declaration of office
Responsible Financial Officer
Personnel Committee (Chair plus Two Councillors)
Cemetery Committee (Vice Chair plus Two Councillors and Cemetery Administrator)
To review and update remainder of the roles and responsibilities document (previously circulated)
2. To consider completion and signing of Section 1 (Annual Governance Statement) and Section Two (Accounting Statement) of the Local Council's Annual Return for y/ending 31 March 2026
3. To receive the full report from the Internal Auditor and note contents thereof
4. To review the use of online banking and give approval for the continuance thereof
5. To approve the Schedule of Annual Regular Payments for internet banking
6. To agree the dates for the 2026/2027 meeting calendar
7. Review of the following updated policies: Sexual and General Harassment
8. Consultations: any updates to note re Norwich to Tilbury Pylon scheme, Community Governance Review (CGR); Local Government Review (LGR) and Devolution, SWARTS report

- 05.14.11 **To consider matters relating to planning for Palgrave -**
a) The following Applications to be considered by the Parish Council, full details of which are available to view online by visiting: <https://planning.baberghmidsuffolk.gov.uk/online-applications/>
b) Any Planning Determinations received from BMSDC
c) Solar Farms updates including community benefit deed and signing thereof
d) Planning enforcement updates
e) Any other planning matters for information only
- 05.14.12 **Finance -**
a) To approve all payments to be made and any paid since the last meeting
b) To note any receipts
c) To approve the Bank Reconciliation dated 30 April 2026 and to note the up-to-date accounts
d) To approve request to donate £50 towards the trainer's costs regarding refresher CPR/ Combined basic first aid training at the PDCC at 7.30pm on 16 October under VETS stewardship
- 05.14.13 **Palgrave school** – to note any updates and actions required from School Liaison Group (SLG)
- 05.14.14 **PDCC update** and any actions required
- 05.14.15 **DDNP update** and any actions required
- 05.14.16 **VETS update** and any actions required
- 05.14.17 **To consider matters and approve any actions required for items relating to the Community of Palgrave**
a) Highways, and road related issues including flags on street furniture, increased flooding Crossing Road
b) SIDs, speeding issues, 20mph update and Lorrywatch scheme
c) The Green and Pond
d) Other Open Spaces including footpaths, ditches, grass cutting, hedges, The Spinney.
e) Priory Wood update
f) Churchyard and Cemetery
- 05.14.18 **Out of the Box Project** update and approval of any actions required
- 05.14.19 **Correspondence**
- 05.14.20 **Motion under the Public Bodies** (admission to meetings) Act 1960 to exclude the public and press for discussions regarding personnel where publicity might be prejudicial to the special nature of the business.

Date of next meeting: Thursday 11 June 2026 at 7.30pm in the PDCC lounge.

Signed: *Caroline Emeny*, Clerk and Responsible Financial Officer, Palgrave Parish Council.

Email: clerk@palgrave-pc.gov.uk

Dated: 8th May 2026