



**MINUTES of MEETING held
at Palgrave Community Centre at
7.30 pm on THURSDAY 12 OCTOBER 2017**

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Present: Councillors M Bootman (Chairman), E Bootman, M Brown, E Collins, W Cooper, K Mobbs, V Pudney, J Shirley-Smith (arrived 19.49), M Sneddon and N Weston. Also in attendance Sarah Foote (Clerk) and District Councillor Burn (left 21.04).

10.17.01 Apologies for Absence

Apologies were noted from County Councillor Fleming.

10.17.02 Declarations of Interest and Dispensations

10.17.02.01 Councillors were reminded of their obligations under the Suffolk Code of Conduct including the Nolan Principles of Public Office.

10.17.02.02 There were no declarations of interest. It was noted that with the exception of Cllr Mobbs all Councillors had reviewed and resubmitted their Register of Interests.

10.17.03 Public Forum

10.17.03.1 The Chairman summarised the report the County Councillor had submitted. Appended to the minutes for information.

Mid Suffolk District Council – Cllr Burn reported on developments with the proposed gas power station on Eye Airfield and some works had commenced. He would ask Drax that Palgrave be invited to attend liaison events. Cllr Burn also reported on the possible merger of Babergh and Mid Suffolk District Councils which may result in both Councils being dissolved and a new Council formed.

Suffolk Police – the latest SNT Newsletter was noted with mentions of Palgrave in relation to Anti-social Behaviour (ASB) by motor vehicles and Community Speed Watch.

10.17.03.2 There were no members of the public present.

10.17.04 Minutes of last meeting

10.17.04.1 It was agreed to accept the minutes of the meeting of 14 September and these were duly signed by the Chairman.

10.17.04.2 There were no matters arising from the minutes of the meeting of 14 September 2017

10.17.05 Highways

10.17.05.1 Traffic calming and pedestrian safety – an update was not available as the County Councillor had yet to meet with the relevant Suffolk Highways Officers.

10.17.06. Planning

10.17.06.1 The following planning determinations were noted:

Ref	Location	Application Details	Determination
DC/17/04255	Herringbone House, Lion Road	Reduce height of 55ft and bring in lateral branches on two Lime Trees	No wish to object
Dc/17/04133	4 The Paddocks	Trim and thin canopy on 2 no. Sweet Chestnut trees	No wish to object

10.17.06.2 Mid Suffolk District Council Planning Enforcement's response to business operations at Upper Rose Lane was noted. Members did not believe that the response received represented an accurate account of what was taking place at the location. District Cllr Burn encouraged vehicle registrations and vehicle movements to be recorded and for environmental health to be contacted over any noise concerns or other nuisances.

10.17.06.3 Other planning matters – it was noted that no response had been received by either the Parish Council or private complainant with regards to the maladministration relating to application 4010/16, Kyoee, Priory Road.

10.17.07 Community Speed Watch

10.17.07.1 Training had been delivered by PCSOs to several of the volunteers and two volunteers had come forward to act as Scheme Co-ordinators. The scheme was awaiting the official advance warning signs from Suffolk Police and would soon be in operation in the parish. *Action: Clerk to progress supply of signs.*

10.17.08 Councillor vacancy – there had been no applications for the vacancy on the Parish Council.

10.17.09 Governance

10.17.09.1 Annual Return - the external audit opinion for the year ending 31 March, including the matters arising report, was noted by the Council. It was agreed to accept the Annual Return which would be duly published on the website. *Action: Clerk.*

10.17.09.2 Training – the need for all Councillors to be trained, as part of the Council's risk management was reiterated by the Clerk. Those that had not trained needed training and it was hoped to find a way to have the training delivered locally, perhaps sharing with other Mid Suffolk villages. *Action: Clerk.*

10.17.09.3 It was confirmed the Personnel Committee members were Cllrs Sneddon, Pudney (Chairman), E Bootman and Shirley-Smith and the Committee would meet directly before the next Parish Council meeting on 9 November.

10.17.09.4 Cllr Weston confirmed that he would progress the transfer of the safe and filing cabinet to the PDCC. *Action: Cllr Weston*

10.17.10 Consultations

10.17.10.1 Babergh and Mid Suffolk Draft Joint Local Plan - an extraordinary meeting would take place at 7.30 pm on Thursday 19 October to formulate the Parish Council's response to the consultation. The Chairman asked the Councillors to consider potential adjustments to the settlement boundary and the suitability of sites that had been brought forward for development and any other sites that had been submitted via the 'call for sites'. *Action: Clerk to call meeting.* Apologies were received in advance from Cllr Mobbs.

10.17.10.2 Local Government Boundary Commission recommendations for Ward Boundaries in Mid Suffolk – takes away Yaxley and adds Mellis and Wortham and Burgate to make a slightly larger ward. Forecast number of electors for Palgrave Parish was incorrect although Mid Suffolk were not prepared to concede this. Agreed the Council is content with this recommendation and submit comment to confirm this. *Action: Clerk.*

10.17.10.3 Police Community Safety Survey would be considered by individual Councillors as appropriate.

10.17.10.4 The Government White Paper Planning for the right homes in the right places consultation – the Chair explained key matters from the consultation including: housing need, up to 40% growth in housing; statement of common ground and the impacts on emerging Neighbourhood Plans. The DDNP Steering Group had submitted a letter of concern to the South Norfolk Council. It was agreed that this consultation would be referred to DDNP Steering Group to submit a consultation response. *Action: Agenda.*

10.17.10.5 Babergh and Mid Suffolk District Councils' joint cabinet session to consider potential merger was noted. Questions were asked of District Cllr Burn about accessing services and particularly where would Planning Committee meetings be held, particularly noting absence of access points in the north of Mid Suffolk.

10.17.11 Financial Matters

10.17.11.1 The Council's current financial statement was noted as £31,023 which included the second instalment of Precept.

10.17.11.2 Noted. total spend to date

10.17.11.3 CIL – deferred waiting receipt of full CIL statement

10.17.11.2 It was agreed to make the following payments (nine votes in favour, one abstention (Cllr M Bootman due to payment)):

Amount	Payee	Details	Chq No	Power
£329.16	Sarah Foote	Clerk's Salary for October	000106	LGA 1972 S112
£5.40	HMRC	PAYE	000107	LGA 1972 S112
£7.00	Sarah Foote	Clerk's expenses	000108	LGA 1972 S111
£51.44	Mike Bootman	Reimbursement of printer ink	000110	LGA 1972 S111
£209.94	Sarah Foote	Reimbursement of Hi-Vis jackets for CSW	000110	LGA 1972 S111
£9.00	Anglia Book Keeping	Payroll service	000111	LGA 1972 S111

10.17.12 Cemetery and Churchyard

10.17.12.1 The Cemetery Committee had met and the Chairman, Cllr Pudney, gave a summary of the meeting; . The cemetery land would be registered with the Land Registry at a value of £1,000 for land, quotes were being sought to remove the moles from the cemetery (and the Council duly approved a budget of £150 for this), dogs to be kept on leads at all times and dog fouling warning signs would be erected (and the Council duly approved a budget of £75.00 for this), erection of additional gate had been discussed but would not be progressed but the resetting of a headstone uprooted by trees would be pursued.

10.17.13 Paths and Open Spaces

10.17.13.1 Priory Wood - the results of the FOI request were noted and deemed not complete as the response detailed only the original s106 agreement and lacked clarity over conditions and limitations of the land registration as adopted as public open space and as affected by planning conditions for adjoining development. Concern remained that the construction of the access splay for the 21 homes at Lion Road would take away part of Priory Wood. It was agreed to submit an additional request .*Action: Chairman and Clerk.*

10.17.13.2 Footpaths – the first part of the Lows had stinging nettles encroaching on to the path and it was suggested that a volunteer effort may be required to trim these back. It was noted that Suffolk Highways had still not cleared the gullies. *Action: Clerk to chase Suffolk Highways.*

10.17.14 Diss and District Neighbourhood Plan

It was noted that an initial public consultation exercise on Diss Market Place on Friday 22 and Saturday 23 September had provided useful data with public comments generally in line with those identified by the Parishes. The second workshop facilitated by the consultant developed an outline vision and set of objectives to be further reviewed by the Steering Group prior to publication for comment.

10.17.15 Palgrave and District Community Council (PDCC)

10.17.15.1 It was noted that the final draft of the revised constitution would be considered at a SGM on 18 October. The Chairman reminded all present of the history of the land and Community Centre, whereby the land was bought in 1960 and set up as a Charitable Trust in 1962 and converted in 1983 at the time for the building of the Community Centre (Village Hall as it was then referred to) but with the duty to ensure that the use of the land was for recreation for the people of Palgrave.

Councillors considered the draft constitution in detail and, in particular, point six (Dissolution) and were concerned that the two principal items, the land and the community centre, had not been separated within this clause and this ultimately left the playing field land vulnerable to development. The Parish Council's interest was to ensure that the land was available as originally intended when purchased by the Parish Council for the village. All residents of Palgrave have a right to be on the land and as the revised constitution did not separate the land from the building this had not been addressed and as such exposed a risk of the people of Palgrave losing rights to the land.

It was agreed that the Clerk should investigate registering the land as an asset of community value. *Action: Clerk.*

21.50 – Cllr Brown left the meeting.

10.17.15.2 Voting at the PDCC Special General Meeting – it was agreed that the Parish Council Chairman, Cllr M Bootman, would represent the Parish Council at the SGM and cast the Parish Council's vote against the adoption of the revised constitution in its current form. *Action: Cllr M Bootman.*

21.51 Cllr Pudney left the meeting.

10.17.15.3 It was agreed to erect a Parish Council-owned dog bin at the Playingfield within appropriate limit from the highway to enable MSDC to empty and PC would cover the cost of the bin being emptied (40 + VAT per year). *Action: Clerk to contact MSDC Street Cleansing re. restrictions on location of bin.*

22.01 agreed to suspend standing order 3W

10.17.15.4 Play in Palgrave – Cllr E Bootman reported that there they were still fundraising with approximately £25,000 still to raise. RoSPA inspections had been organised and a weekly inspection rota was in place.

10.17.15 Correspondence

The following items of correspondence were noted:

Date Received	From	Details
03.10.2017	Suffolk County Council	Guidance on Neighbourhood Plans
03.10.2017	Mid Suffolk District Council	Invitation to Parish Liaison Meeting – Chairman and Clerk would attend.

30.08.2017	Suffolk Association of Local Councils	LAIS1402 Precept Consultation
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10.17.17 Matters for information

Cllr Mobbs expressed concern about the state of the road signs in the Parish. The Chairman confirmed that the finger post at the Lion Road/Priory Road crossroads had been reported much earlier in the year but as it was not a mandatory or warning sign it had an extremely low priority, despite being left unsafe lying on the verge.

10.17.18 Date of next meeting

Thursday 19 October 2017 at 7.30 pm Palgrave Community Centre to consider Babergh and Mid Suffolk Draft Local Plan Next Full Council meeting would take place on Thursday 9 November. The Personnel Committee would meet on Thursday 9 November, at 6.30 pm. 21.57 Meeting closed.

MP