

Present: Cllr M Brown, Cllr E Collins, Cllr W Cooper, Cllr D Long, Cllr M Sneddon, Cllr N Weston

Also in attendance: District Cllr D Burn, Suffolk County Cllr J Fleming; two members of the public

06.18.01 Apologies for Absence

No apologies as all present.

06.18.02 Declarations of Interest and Dispensations

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

06.18.02.2 No declarations of pecuniary and non-pecuniary interests were declared. Members were reminded of the requirement to update their Register of Interests as appropriate.

06.18.03 Public Forum

06.18.03.1 District Cllr Burn explained the 6.5-year housing land supply report released that week (previously circulated) meaning sufficient land has been identified which includes existing approved applications. It does not include the call for additional sites under the National Planning Policy Framework which favours developers. It should mean good news for Mid Suffolk as it gives greater control to implement the planning policies Mid Suffolk have voted for.

There is a new joint solar panel scheme that required registration by 20 August if the Council wishes to be considered under this scheme (details since circulated by email). Reputable manufacturers effectively bid for the contract in an auction type scheme.

County Cllr Fleming read her report (see separate appendix), which related to school transport, Highways review, and Specialist Education.

06.18.03.2 Members of the public were present to discuss the Access Road options. SC Cllr Fleming had a meeting with John Simpson from Suffolk Highways that day. There were two options available: -

a) a No Entry from the north side together with some form of physical build out

b) a build out in the middle of the Access Road to narrow it so that it is perceived to be a barrier to through traffic. Note local residents do not want this option which was canvassed by one of the residents prior to the meeting. A detailed discussion ensued. It was stated that the Highways safety team do not like option (a) which will take a lot of expense and additional effort to implement. Mr Simpson advised that the only way to save option (a) would be for new information to be provided showing that it was a high-risk road i.e. an accident danger zone. One member of the public explained two bad incidents in the last 48 hours, one with a black van, the other a courier. It was suggested that if we know the means of how Highways are assessing the road, we may be able to employ an alternative means of assessment. It was agreed the school would look into providing an official letter from the Head of School stating how the children were at risk with the continued high volume of traffic using the road. (Note Mr Harrington to action for the school). It was also suggested the residents themselves could write an official letter detailing some of the near-hit incidents that have occurred. *The Parish Council is also to write to SC Cllr Fleming (clerk to action) and Cllr Brown to collate the Speedwatch / Lorrywatch data for SC Cllr Fleming.*

SC Cllr Fleming was asked when the Priory Road build out work is to be done. The white lines in the village need redoing and some 30mph signs need replacing. SC Cllr Fleming advised Highways intend to carry out all the jobs under one Traffic order which would be more cost effective. The Ling site on Millway Lane was omitted in the redraft of the joint local housing plan so it's effectively been dismissed.

06.18.04 Minutes of the Previous Meeting

06.18.04.1 The minutes of the meeting of 21 June 2018 were approved with a minor amendment under item 06.18.03.1 which should read MSDC not SCC under D. Cllr Burn's report, and duly signed.

06.18.04.2 Matters arising from the above minutes was the o/s resident's complaint about parking on Forge Close. The Clerk circulated updated photos from the resident. However, it was also noted that a 'Residents Parking Only' sign had been installed in the close which was not an official one. Clerk to write to the resident again offering our sympathies but it is not a Council matter and the Parish Council has no wish to see white lines on residential roads. Parking is a particular issue on Forge Close in the evening. *Clerk to write to the resident once again.*

ICO registration – Cllr Weston asked the clerk to re-check whether this is mandatory or not. *Clerk to do. Clerk to advise the DDNP that Cllr Long was voted in as a substitute representative on 21 June. Clerk to send the DDNP Governance statement to all members of the Parish Council including D. Cllr Burn.*

06.18.05 Councillor Vacancies

Note there are still 5 Councillor vacancies. Notices are on the website, notice board, and in The Star.

06.18.06 Highways and Speeding

06.18.06.1 Update re Access only road – see report under 06.18.03.2 above.

06.18.06.2 Additional cutting of The Lows footpath -Cllr Brown had received a quote A for £240 for additional cutting with £60 for the hedges. An alternative price B of £256 per cut had been received by the clerk. It was unanimously agreed to request the former to carry out a cut asap, but not the hedges. *Clerk to request asap.*

Clerk to send the specification for the Lows Hedges to Cllrs Weston and Brown asap which was approved last year.

Note the footpath FP3 (Lings to Oak Farm) is still in situ, it is just the grass that has not been cut as queried in 06.18.06.2 on 21 June 2018 minutes.

06.18.06.3 To review parking outside the school – see report under 06.18.03.2 above.

06.18.06.4 To note that Speed Watch has officially folded due to lack of volunteers and lack of action by relevant authorities. The equipment is being stored in the Community Centre. *Clerk to investigate if worth lending it out to other villages in the vicinity.*

06.18.07 Planning

06.18.07.1 There were no planning applications for consideration.

06.18.07.2 There were no planning determinations received.

06.18.07.3 Any other planning matters that require urgent attention or for information: Rose Cottage single storey extension had been approved by MSDC, and an application had been received that week for tree lopping at Little Holland. *Clerk to send details to Cllr Weston.*

To receive any further updates on Complaint ref. FS73954131 - Land at Lower Rose Lane. D Cllr Burn advised that a planning enforcement officer had been to have a look. Cllr Collins had not managed to catch anyone on site.

06.18.08 Cemetery and Churchyard

06.18.08.1 Quote received for £55 per occasion to spray the ivy on the Churchyard wall. It was unanimously agreed for this work to be carried out asap. *Clerk to instigate.*

Date set for Saturday morning 13 October for annual Churchyard clean up. *Article to be put in the September Star.*

06.18.08.2 To note latest deterioration in Churchyard wall and agree action. *Clerk to obtain two quotes with full reports and to check with Hugh Bunbury as to any church permissions required to carry out the work and to advise the school of our intentions requesting they zone it off in the interim.*

06.18.08.3 An update was given on the Cemetery Committee meeting held prior to the P.C. meeting.

06.18.09 Bus Shelter

The clerk circulated alternative prices for a replacement shelter. She confirmed it was the Parish Council's responsibility to maintain as they paid for and had it erected in late 1981. She had reported the overhanging trees to Suffolk Highways and had received an incident number. It was agreed to review the bus shelter in a years' time, unless there is significant deterioration before then.

06.18.10 Paths and Open Spaces

06.18.10.1 Priory Wood – no further updates available yet.

06.18.10.2 Footpaths – no further updates available yet.

06.18.11 A140 Eye Airfield Highways Scheme

To note contents of email received 4 July 2018 giving the suggested traffic scheme which was discussed in detail. We do not want to see more traffic cutting through Palgrave so the Parish Council feel it is

essential that the two right turns need to be retained for access onto the A140. The P.C. is supportive of the scheme with the above proviso. If right turns are prohibited it was felt that it would push traffic onto Crossing Road and into Palgrave as a cut through which must be avoided. *Clerk to write to Calum Poole, Suffolk Senior Transport Planner.*

06.18.12 Phone Box

To receive a verbal update from the clerk – the phone is now working (cards only) and clerk advised she took photos that day to send to BT about the condition of the internal ceiling which had paint hanging down in strips over the entire area. (Note that since the meeting a BT engineer has been out, cleaned the exterior rear wall of the kiosk and has stripped the poor ceiling paintwork off and taken photos and we are awaiting the outcome. He is now of the opinion that our kiosk is now in the top 5% of kiosks in the area. Whether the internal ceiling will be re-painted we do not know yet. *Clerk to advertise the fact that the phone box is working again albeit a cashless system.*

06.18.13 Defibrillator

To receive update from the clerk – still o/s due to time constraints.

06.18.14 Royal British Legion- 100 Year Armistice Centenary

Cllr Cooper to liaise with the school and the church as they are already planning some form of commemoration. The metal cutout figures were discussed – *clerk to enquire about these.* Note Palgrave has two war graves.

06.18.15 Reports from PC representatives on outside bodies

06.18.15.1 Diss and District Neighbourhood Plan – Cllr Weston deputising Cllr Long to attend the meeting next week.

06.18.15.2 St John's – Cllr Cooper. Minutes received – *clerk to publish these on the website.*

06.18.15.3 PDCC – Cllr Brown – there were minor amendments to the Constitution.

06.18.16 Financial Matters

06.18.16.1 The following payments were approved:

| Amount | Payee | Details |
|---------|----------------|---------------------------------------|
| £4.32 | HMRC PAYE | PAYE |
| £62.31 | Caroline Emeny | Clerks expenses, see detailed listing |
| £479.44 | Caroline Emeny | Clerks salary for June |

06.18.16.2 No receipts have been received.

06.18.16.3 Update re new mandate form and additional bank signatory form – *clerk to send off main mandate.* Cllr Brown still to have his additional signatory form stamped at the mobile Diss branch.

06.18.16.4 The Clerk is attending a Networking and Information event on 18 July at SALC. This will gain an additional 1 CPD (Continual Professional Development) point towards the goal of 12 points in 1 year.

06.18.17 General Data Protection Policy (GDPR)

Clerk has put together a Data Protection Policy for adoption. *Cllr Weston to review with additional templates completed by the clerk.*

06.18.18 Correspondence

The following items of correspondence were received and noted.

| Date Received | From | Details | Fwd |
|-------------------------|--|---|-----|
| 2 July & earlier emails | Suffolk Minerals & Waste Local Plan | Call for consultation period closing re a new plan to detail Suffolk policies for minerals and waste. | Y |
| 23 June | Palgrave Resident | Request to explain about the "access only" road next to the church. Note clerk had replied. | N |
| 29 June | Joint Housing Strategy Consultation Period | Invitation to take part in the formal consultation period scheduled for 17/9 – 26/10/18 | Y |

06.18.19 Matters for information

No urgent matters were brought by the Chairman, Councillors or Clerk.

06.18.20 Date of next meeting – Thursday 13 September 2018, 7.30pm at Palgrave Community Centre.

Meeting closed at 22.10

Signed  Chairman

Date 13 Sept 2018