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Minutes of a Meeting held on Thursday 11 November 2021 at 7.30 pm in the Community Centre

Present: Cllrs Bremner, Collins, Pudney, Prendergast, Sneddon and Weston; District Cllr Burn attended remotely.

Also in attendance: The clerk, County Cllr Fleming for some of the meeting, no members of the public physically present, and 4 persons of the public in attendance remotely.

Apologies to anyone who wanted to attend online and was unable to connect. We experienced problems which meant we had to issue new connection details at 7.30pm which were sent to those members of the public who emailed the clerk advising of the problem. We will endeavour to ensure it does not happen again.

11.11.01 Chair's Welcome - The Chair welcomed everyone to the meeting.

11.11.02 Apologies - Apologies were received and accepted from Cllrs Cooper, Dingle, Fausset, Forster, and Shirley-Smith.

11.11.03 Declarations of Interest and Dispensations - There were no declarations of pecuniary or non-pecuniary interest declared. Councillors were reminded of their obligations under the Suffolk Code of Conduct and the Nolan principles.

11.11.04 Minutes of the Previous Meeting - The minutes of the meeting of 14 October 2021 were approved and signed by the Chair.

11.11.05 Matters arising not covered elsewhere on agenda - There were several outstanding matters as follows:-

(i) Concrete base at the Lows bench – Cllr Bremner confirmed this should be done within the next two weeks and could potentially be f.o.c.

(ii) Footpath Denmark Hill – Cllr Bremner to contact landowner to discuss any such possibility - c/forward

11.11.06 Public Forum - to receive reports for information

- County Councillor Fleming's report was received and distributed pre meeting. She summarised the contents for all present. The full report can be viewed on the website. She asked whether the new access road had made any impact on the village. It was confirmed it has been very positively received and is of real benefit to the village. No negative comments had been received. She confirmed St John's House has been closed down by the CQC.

Q: Is there any funding available for low carbon options in terms of the Retrofit Conference article?

A: There will be funding available but not yet. It is not easy to retrofit.

Action: Clerk to email County Cllr Fleming to find out more information about retrofit

- District Councillor Burn reviewed his report which had also been previously circulated.

Q: Is there a top limit on the housing number that we can then say 'no' to developers?

A: District Cllr Burn to find out the answer to this and revert. Action: Clerk to chase for answer

- There was no monthly report from the PDCC

- There were no members of the public present

- Members of the public not present – the clerk had received a request to consider using a donated felled cypress tree for a commemoration bench or similar. The matter was discussed. It was agreed to suggest to the donor that perhaps the PDCC could use the wood. **Action:** Clerk to contact the donor

11.11.07 Planning Matters relating to Planning -

a) The following planning applications were discussed:

DC/21/05781: Erection of garage and two storey rear and single storey front extension @ Rosebank, Millway Lane – the Parish Council voted to approve this application with no further comments.

DC/21/04920: Revised drawings re Erection of a double garage @ Crest a Lea, Lion Road – the Parish Council voted to approve the revised design and would like to thank the householder for the amended design which is more reflective of the Suffolk vernacular.

b) To note any planning determinations received from the local planning authority:

DC/21/05208: Various works to trees in a conservation area being 2 sweet chestnut trees, 2 Silver Birch trees 1 fir tree @ 4 The Paddocks, The Green

DC/21/04735: Re-pollard 1no Lime. Fell 1no Cypress tree. Fell 1no Walnut tree. Fell 1no Holly tree @ 1 The Paddocks, The Green

DC/21/0555: Works to trees @ The Swan, The Green (approved under delegated powers by Chair & Clerk)
The above three applications were all approved with the comments 'BMSDC does not wish to object'.

DC/21/04878 & DC/21/04919: Notification of Discharge of conditions 3 & 4 – Details of Render and Timber Frame approved @ Shangarry House, The Green in regard to DC/21/01591

DC/21/05284: Erection of an orangery and studio, erection of first floor extension over garage with rear dormer and extend to front to create utility area and extended garage @ 3 Priory Close. The application was approved by BMSDC.

c) There were no other planning matters for information only.

11.11.08 PACE Solar Farm update

An up-to-date response from PACE had been received in the last few days, circulated to all Parish Councillors ahead of the meeting. Note the full document is available on our website for full transparency. Their response is broken down into 5 sub headings as follows: Feedback from Consultation; Community Benefit (CB) Amount; Use of those CB funds; Site Layout / Millway Lane and Permissive paths. Each section was discussed in detail. **Action:** Clerk to pull together reply, point by point. To then send to the Chair for additional comments after which it will be sent to all PC's for approval before sending to Pace

11.11.09 Suffolk Highways (SH), Speeding and Road Related Issues -

a) The clerk confirmed the final two Highways projects should be completed by month end. She will expedite as a matter of course.

The Clerk expedited the wrong facing school sign on Priory Road and spoke with Highways in this regard.

b) SIDs update – repaired SID has been received but due to a missing lead it is not yet back in operation. The Clerk is awaiting receipt thereof.

Cllr Collins produced two vehicle count data checks as requested which will be fed back to Cllr Fausset. We have received several requests from householders for a SID on Crossing Road. The Clerk confirmed that the original application in 2015 did include a Crossing Road site which she has the paperwork for. It was unanimously agreed to put in a request to Suffolk Highways for an additional pole on Crossing Road, and agreed that if approved, the existing three SIDs would be rotated around the four sites.

Action: Clerk to arrange paperwork and request

The request for a raised kerb near the junction of Lows Lane and Denmark Hill was expedited this week with Highways and we await their response.

c) There was no other Highways business.

11.11.10 Open Spaces / Village Green and the Environment

a) Update on the potential sale of The Green – the clerk confirmed she and the Chair had to provide ID checks as part of the purchasing process. These have been done and we await further progress.

b) Parking on The Green – it was noted a large van had been parking recently overnight. A polite notice to refrain from parking on the Green had been placed on the vehicle. The Chair suggested it was preferable to physically engage with members of the public in this regard, to try and encourage them to desist from illegal parking wherever possible.

c) Any other issues re open spaces – The pond area will be trimmed in the coming two weeks.

11.11.11 Ditches, grass, hedges and footpaths – The Clerk confirmed the hedges down the Lows and the cemetery will be cut next week. A response had been received from PROW at SCC re the footpath cuts and our offer to take them over at £250 p.a. They would be happy to contribute the current cost of the cuts (£83.20) towards any new quoted cost we receive should we wish to take over the cuts ourselves. They will not increase the amount contributed. Alternatively, they will be happy for us to pay SCC the same amount again to carry out an additional two cuts a year. It was agreed by all present there was no point paying SCC to do any additional cuts as this seemed to be throwing good money after bad. The comments received by the regular walkers of FP8 and FP12 are never favourable when the paths have been cut by PROW. The Clerk explained how the cut width of 1.5mt is measured. from the middle of the footpath, not from the edge of the path.

The Clerk and Chair are meeting with Excite Solutions at 3pm on 19 November at 3pm to walk the 2 paths. It was suggested some of the path could do with a 3mt wide clearance i.e. 1.5mt from the middle of the path on each side, but that not all requires that cut width. The idea of walking the paths is to

determine, and possibly agree, where it goes from 1.5mt wide to 3mt wide clearance from the centre. This also makes a difference in terms of the machinery used for the cuts. A basic 3mt wide cut would cost double the 6p/mt price i.e. 12p / metre. Lows lane is 637 metres long, Jobs Lane is 1027 metres long according to the PROW information to hand.

Lows Bench area – it was agreed it did not require strimming at present but Cllr Bremner will review it and carry out the next trim when he feels it is necessary.

Fingerpost signs: Cllr Sneddon has read the Risk assessment and was given an up-to-date map of known existing posts. **Action:** Clerk to approve and arrange for the signs to be sent direct to Cllr Sneddon

11.11.12 Cemetery and Churchyard- Trimming of the west and east sides of the Cemetery will be carried out next week.

11.11.13 Palgrave Past - The Clerk confirmed that the author was not seeking PC monies to publish the work and that this was a misunderstanding. The Clerk had, however, engaged a local person to carry out a basic edit on the work which was done some weeks ago. Apologies for the misunderstanding were sent to the author. The Palgrave History society is being rekindled and they will take on further work of the document. The document in its current form is on the website under the Palgrave/ History tab.

11.11.14 Health and Wellbeing Services in N Suffolk /S Norfolk – Cllr Bremner meeting our contact next week to understand exactly what he wants from the Parish Council or what the PC can offer him as support.

11.11.15 Festival of Suffolk 2022 / Queen's Platinum Jubilee - Cllr Cooper confirmed there had been an initial meeting but no solid ideas as yet. They had enquired with the Clerk as to the cost of a beacon and information provided to the working party. It was suggested that perhaps the old water pump near the Green /Lows Lane could be renovated as part of the Jubilee celebrations. Stuston had a WP to get their old pump back in working order. **Action:** Clerk to contact Stuston to make further enquiries

11.11.16 D D N P update – There was a brief discussion on the Green Spaces in the DDNP. It was agreed to add this to next month's agenda. No further update was available. **Action:** Clerk to ensure on the agenda

11.11.17 Norfolk Wildlife Trust and the Claylands Project – As Cllr Dingle was online and time was running out, this will be carried forward to the next meeting.

11.11.18 General Governance- the following policies were reviewed and approved: Lone Worker Policy, Health & Safety Policy and Disciplinary Procedure. The Clerk confirmed a Personnel meeting was required before the next meeting, ahead of any budget discussions. It was suggested to arrange it a week before.

Action: Clerk to arrange meeting

11.11.19 Finance

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

£ 829.91	Caroline Emeny	Clerks remuneration and holiday pay
£ 32.49	Caroline Emeny	Clerks expenses
£ 17.93	H M R C	PAYE / NICs contribution
£ 45.00	E Spennock	Review of Palgrave Past
£ 199.68	Excite Solutions	Invoice 1756 re footpath cuts
£ 280.00	Excite Solutions	Invoice 1764 re cherry tree in churchyard
£ 192.00	Excite Solutions	Invoice 1763 re trees epicormic growth near n/board

Cllrs Prendergast and Sneddon signed the Monthly Schedule of Payments re the above payments.

b) The following receipts were noted: £1057.14 Vat refund

c) The Financial report / bank reconciliation for the period ending 31st October 2021 was presented for approval and signed by Cllr Bremner.

11.11.20 Correspondence - The clerk confirmed that all relevant correspondence has been previously circulated for information: Variety of emails regarding the current Coronavirus epidemic and the support available including regular updates from SALC, CAS and any urgent COVID related reports.

[Police & Crime Commissioner Survey 20 Oct 2021](#) closes 9am 22/11/21 for anyone wishing to respond; Draft BMSDC Housing Land Supply Position Statement consultation open for a 6-week period from 3/11/21 – 17/12/21;

Lorry Route community-led review by SCC inviting parish councils to report the three most important issues associated with lorry movements in their community

Action: Clerk to resend The Lorry Route consultation to all

11.11.21 Palgrave Star – Clerk to pull together and confer with the Chair as to content.

Date of next meeting – The next meeting of the Parish Council will take place at 7.30 pm on Thursday 9 December 2021 in the lounge of the PDCC.

The meeting closed at 10.00 pm.

FINANCIAL REPORT – 31st October 2021

Current account Unity Trust Bank Account No. Sort codeStatement no. 020 dd 31/10/21

	Bank statement balance	£65,345.02
	No payments outstanding	
	RECONCILES WITH ACCOUNTS BALANCE AS PER SPREADSHEET	£65,345.02