

**Minutes of the Meeting of the Parish Council held on
Thursday 13 October 2022 at 7.30 pm in the Community Centre**

Present: Cllrs Bremner, Collins, Cooper, Dingle, Fausset, Pudney, and Weston.

Also in attendance: The Clerk; no members of the public, Dist Cllr Burn and County Cllr Fleming for some of the meeting.

- 10.13.01 **Welcome:** The Chair welcomed everyone to the meeting. It was confirmed the meeting was not being recorded.
- 10.13.02 **Apologies for Absence:** Apologies were received and accepted from Cllrs Prendergast and Sneddon.
- 10.13.03 **Declarations:** There were no Pecuniary or Non-Pecuniary Interests declared and no requests for dispensation. Councillors were reminded of their obligations under the new Code of Conduct and submission of any additional Interests as required by the new code.
- 10.13.04 **Minutes:** The minutes of the meeting of 8 September 2022 (as previously circulated) were approved and signed by the Chair.
- 10.13.05 **Matters arising:** The Clerk confirmed the meeting re The Spinney was proving difficult to arrange as minuted under 09.08.11e. **Action:** Cllr Pudney to take over arrangements for this meeting
- 10.13.06 **Reports for Information:**
- County Cllr Fleming: report as previously circulated.
Q: Can SCC provide a report on their environmental initiatives? A: Cllr Fleming to circulate when available
 - District Councillor Burn: report as previously circulated.
Q: Parking strategies? A: The consultation on parking strategies showed that Eye Car Park is not large enough to accommodate local residents wishing to shop locally. It is designed to help small businesses and residents alike. Noted that it will affect everyone when driving to a larger town in the county. All Cllrs are urged to review the parking strategy before the next meeting.
- 10.13.07 **Public Forum:** No public present and no questions received.
- 10.13.08 **Statutory Business and General Governance:**
1. The following policies were reviewed and approved: Data Protection Policy; Dispensation Policy; Document and Electronic Data Retention Policy; Protocols for Public Participation in Council Meetings
 2. Palgrave Generic Email addresses and Councillor Training: Post meeting most Cllrs now have a generic Palgrave email address. Training modules to be printed out for distributing to selective members. Online Training modules are fully subscribed until Feb 2023.
Action: Clerk to purchase 6 or more of the latest version of *The Good Councillor Guide for members*. To review online training once more dates are established
 3. There are two vacancies which can be co-opted positions.
 4. Date of APM is now 21 April 2023.
 5. Consultations: Babergh and Mid Suffolk District Councils Draft Five-Year Housing Land Supply Position Statements Consultation Sep 2022 was summarised. There are no impending housing requirements allocated to Palgrave.
 6. Election costs for 2023: A Contested Election combined with the District Council Election estimated fee £1,506.55; A standalone Contested Election estimated fee £2,027.29; An Un-Contested Election estimated fee £137.80. All figures are based on the current costs understanding and may change.
- 10.13.09 **Planning:**
- a) The following planning applications were discussed:
- DC/22/04926 & DC/22/04925: Application for Listed Building Consent and full planning permission - Works to facilitate conversion of outbuilding to Annexe including installation of windows, doors, rooflights, new floor, insulation, wood burner and flue. Construction of partition walls. Repairs and alterations to roof @ Weavers Mark, The Green. It was resolved to approve both applications subject to any recommendations from the Heritage and Ecological experts due to the age of the property.
- DC/22/04984: Erection of one and a half storey rear extension (following demolition of existing extensions) @ Rose Cottage, Lows Lane. It was resolved to submit concerns in regard to the view from The Green which would be a large monolithic blank expanse of the south elevation.

b) Planning Determinations received from BMSDC:

DC/22/03932; Discharge of Conditions 5,6, and 7 (surface water discharge, Bin storage & Presentation and Secure Cycle Storage) re DC/22/02464 @ Bridge House, Denmark Hill.

DC/22/04772: Discharge of Condition 3 EV Charging Point re DC/22/02516 @ Bridge House, Denmark Hill

DC/22/04025 and DC/22/04024; Planning permission and Listed Building consent @ Wood Cottage, Denmark Hill – Both Applications Refused.

c) Update on Pace and Aura Power solar farms:

Pace: No date yet for determination by MSDC planning committee. Pace may wish to re-consult on this application. Our comments re Palgrave Church have been acknowledged by Pace.

Aura: Wish to meet with members late October to present their initial ideas and understand feedback from Councillors. Pre-App advice completed. Dates: 27 October 11.30 – 1.30 pm / 28 October 1 – 3pm. They will then hold a public exhibition at the end of November / early December to present the site design and understand feedback from the wider community. Wortham PC still to be contacted.

Action: To confirm dates and request additional dates w/c 31 October

d) There were no other planning matters for information only:

10.13.10

Finance:

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

£ 625.60	Caroline Emeny	Clerks remuneration September
£ 24.90	Caroline Emeny	Clerks expenses
£ 45.00	P D C C	July – Sept meeting room hire
£ 9.99	121 Computers	Invoice 42455 re wifi dongle
£ 60.00	Community Action Suffolk	Invoice 15787 web hosting
£ 562.80	Excite Solutions Ltd	Invoices 2199 August grass cuts
£ 39.10	BMSDC	Inv 2000151465 re new dog bin servicing

The monthly schedule of payments was signed by Cllrs Fausset and Cooper.

b) The following monies received: £556.22 CIL income from BMSDC. Vat refund submitted for £1330.

c) Bank reconciliation for the period to 30 September 2022 was approved and signed by Cllr Bremner.

d) The latest financial report of Budget vs. Actual (as previously circulated) was noted.

e) The annual purchase of a Remembrance Sunday wreath was approved. Cllr Cooper to represent the PC.

10.13.11

To consider matters and any actions required for those relating to the Community of Palgrave -

a) Highways, speeding and road related issues – It was resolved to write to Norfolk County Council and Diss Town Council, cc to South Norfolk District Council, about the traffic chaos the roadworks on Victoria Road have created. Traffic is cutting through Palgrave raising concerns for school children crossing the roads, traffic is backed up sometimes as far as Elm Vale trying to access Diss via Denmark Hill. Crossing Road closure 14 – 24 October noted.

Action: Clerk to draft and send to Chair for review before emailing to the authorities concerned

b) Speeding, Speed Indicator Devices – All new volunteers have been trained. Our thanks to Adrian for doing this on our behalf. Cllr Fausset presented the data which showed very few instances of extreme speeding. It was resolved to move the data SID from Lion Road to Denmark Hill due to the traffic problems currently being experienced.

Action: Clerk to liaise with Cllr Fausset in this regard

c) DDNP – The Neighbourhood Plan currently delayed with South Norfolk DC (SND), meeting scheduled for 17 October when it should be approved. Then the 6-week consultation period before the results are submitted to the examiner. It may be mid 2023 before adoption is now looking likely. Parishes will be asked to contribute once again towards the ongoing costs. **Action:** Clerk to ensure this budgeted

d) The Green - protection and maintenance thereof: Clerk and Chair met to review the missing / damaged bollards for replacement. Approx 27 need replacing from the initial purchase of 30 bollards.

Action: Chair and Clerk meeting with SCC approved contractor 4pm Wednesday 19 October at Forge Close
Possible work at the pond was discussed - clerk to obtain more advice on this. It was last drained and dredged in 2012. Various other works were discussed and approved for immediate action.

Action: Clerk to instigate asap and make more enquiries re the pond. Clerk to bring The Green working map to the November meeting for review of siting of additional bollards for added protection

e) Other Open Spaces including footpaths, ditches, grass cutting and hedges – More maintenance tasks were discussed and approved for immediate action by contractor. **Action:** Clerk to instigate asap
It was noted that Jobs Lane is blocked with waist high brambles and is difficult to walk.

Action: Clerk to contact PROW to enquire about the autumn cut

f) Cemetery and Churchyard – Clerk still awaiting price for work on the gates etc.

g) Litter Pick date set as Sunday 20 November 9am at the PDCC with refreshments ahead of the actual pick itself due to the PDCC booked for an event later that day. Laura Forster has kindly agreed to co-ordinate. **Action:** Clerk to liaise with LF

h) Palgrave Village sign – two local artists are investigating what can be done to repair the sign for longevity. Clerk liaising with them and initial price / costs discussed. **Action:** Clerk to progress

10.13.12 **Correspondence** - The clerk briefly summarised the Solar Together scheme and the BMSDC Tree Planting strategy documents as received.

10.13.13 **Motion under the Public Bodies** (admission to meetings) Act 1960 – nothing to note.

Date of next meeting – The next meeting is on Thursday 10 November at 7.30pm.

The meeting closed at 09.40 pm.

Caroline Emeny (Clerk to Palgrave Parish Council)

FINANCIAL REPORT – 30 September 2022

Current account Unity Trust Bank Account No. Sort codeStatement dd 30/9/22

	Bank statement balance	£68,636.46
	RECONCILES WITH ACCOUNTS BALANCE AS PER SPREADSHEET	£68,636.46