

**Minutes of the Meeting of the Parish Council held on
Thursday 12 January 2023 at 7.30 pm in the Community Centre**

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

Also in attendance: The Clerk; no members of the public.

- 01.12.01 **Welcome:** The Chair welcomed everyone to the meeting. The meeting was not being recorded. He advised that Cllr Bremner had resigned due to a clash with work meetings and will be sorely missed. He has been thanked for all his previous efforts on behalf of the PC.
- 01.12.02 **Apologies for Absence:** Apologies received from both our District and County Councillors.
- 01.12.03 **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.
- 01.12.04 **Minutes:** The minutes of the meeting of 8 December 2022 (as previously circulated) were approved and signed by the Chair.
- 01.12.05 **Matters arising:** There were no outstanding matters not listed elsewhere on the agenda.
- 01.12.06 **Reports for Information:**
- County Cllr Fleming: Report as previously circulated.
 - District Councillor Burn: Report as previously circulated from BMSDC.
- 01.12.07 **Public Forum:** No public present and no questions received not dealt with elsewhere.
- 01.12.08 **Statutory Business and General Governance:**
1. The following policies were reviewed and approved: ICO information under the Model Publication Scheme and associated document
 2. There are now three vacancies on the Parish Council due to Cllr Bremner's resignation. All Councillors were reminded they will have to resign ahead of the May local elections. The next scheduled meeting of 11 May is within the mandatory dates for the first meeting post local elections.
 3. Trevor Brown was approved as the internal auditor, his fee being comparable to other options.
 4. Consultations considered: Police & Crime Commissioner precept – decline to comment; Climate Change Survey – send information to Cllr Dingle; Local Validation List amendments from BMSDC – decline to comment.
 5. To review the annual maintenance contracts – the Clerk presented the relevant information and prices. Excite Solutions were approved for the annual grass and hedge cutting for a further 3 years.
- 01.12.09 **Planning:**
- a) The following planning applications were discussed:
DC/22/06226 - Retention and completion of erection of 1 No dwelling (following demolition of existing barn approved under Class Q DC/19/05134) @ Bridge House, Denmark Hill. The PC voted to submit comments in regard to both the larger plot outline and the actual dwelling compared to the original application as raised by a local resident.
DC/22/06276 - Change of use of outbuilding from Commercial to Holiday Let (Retention of) @ 3 Red Brick Cottages, Old Bury Road. The PC neither supports nor objects but commented on various aspects of the application including amenity, noise and disturbance for the adjoining property, possible parking issues due to it not being a shared drive, possible drainage / flooding issues, and the moving of a nearby footpath by the applicant.
 - b) The following Planning Determinations were noted from BMSDC:
DC/22/05345 – Retention of change of use of land from residential to glamping site comprising 1 x Glamping Pod and 3 x tent pitches with associated eco toilet & shower blocks @ Goodrich Park, Lion Road. Planning permission granted.
DC/22/05417 & DC/22/05416: Application for Listed Building Consent and full planning permission - Erection of single storey detached building, garden room, front and rear porches (following demolition of conservatory) @ Wood Cottage, Denmark Hill. Both Permissions Granted subject to various conditions.

c) Update on Pace and Aura Power solar farms;

Pace: DC/22/02667 – Pace had sent a statement at the request of the Clerk, detailing the changes from the original application. It was unanimously agreed to write a rebuttal document to the reconsultation which will be submitted next week. Extension approved until 18 January to facilitate this.

Action: Chair to write the response and circulate asap for approval and submission by 18 Jan

Aura: One local resident has come forward for the Joint Working party with Wortham. Wortham still not confirmed who will be their participants. Clerk has suggested meeting at Wortham VH if it is available. Awaiting further response from Wortham Clerk.

Action: Clerk to pass on all relevant info to the Chair for dealing with in her absence

d) No other planning matters for information only.

01.12.10

Finance:

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

£ 748.60	Caroline Emeny	Clerks remuneration December
£ 10.50	Caroline Emeny	Clerks expenses
£ 0.20	HM R C	PAYE / NIC
£ 190.00	Suffolk County Council	Inv 9525511 re additional SID post
£ 61.50	P D C C	Meeting room hire incl. litter pick
£ 19.90	J Wells	Neighbourhood Watch business cards

The monthly schedule of payments was signed by Cllrs Prendergast and Dingle.

b) There were no receipts received but £150 Cemetery income imminent.

c) Bank reconciliation for the period to 31 December 2022 was approved and signed by Cllr Fausset.

d) The bank mandate for the new savings account was approved and signed by all authorised signatories as minuted last month. A lump sum will be transferred into this leaving a working balance of approx. 3 months precept value in the current account.

e) The latest financial report of Budget vs. Actual (as previously circulated) was reviewed in detail alongside the proposed Budget forecast for 23/24. The budget was amended and approved and will be published on the website.

f) The Precept was approved and signed at £19000, £1500 more than the previous year, which will be shown as an increase from £45.27 to £48.33 (6.76%) on a Band D rated property on Council Tax bills.

01.12.11

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

a) Highways, speeding and road related issues

Register of all known road related accidents now active.

Complaint made re missing prohibitive HGV signs at Park Road. Acknowledgement received confirming the Diss Highway Engineer will investigate and respond.

Request from Millway Lane resident requesting pedestrian signs be attached to the 30mph sign at Denmark Hill and also at junction of Lion / Priory Roads due to the danger for pedestrians using these routes. It was agreed to request appropriate signage from Highways in both instances.

Action: Clerk to submit requests

b) Speeding, Speed Indicator Devices – It was agreed no further data download required at present as the traffic situation with vehicles avoiding Victoria Road had eased. Our data shows drivers generally keep to the speed limit noting there are always a few rogue drivers who will continually speed.

c) DDNP – With the examiner so nothing further to report.

d) The Green - protection and maintenance thereof:

Replacement bollards installed at the end of December. Amended map still o/s for review of additional bollards. Clerk updated all on a discussion she had with MSDC re the Management Scheme and how to move forward with this, the pros and cons etc. No action at present.

The lime tree skirts should be trimmed in the next month or so.

Cllr Dingle circulated a risk assessment for review in regard to the pond and immediate area.

Actions: Chair to amend the working map areas A-F, and return to Clerk for distribution and adoption at the next meeting

Clerk to check with Excite whether they did a visual inspection of the trees near the pond

All Councillors to review the risk assessment document for the Feb meeting, as circulated by Cllr Dingle

Wayleave Agreement request discussed, as received from County Broadband to install full fibre broadband in existing infrastructure or install new underground cables or telecommunications poles on the Green. Request discussed in detail. It was agreed to request further information before agreeing to any such document. **Action:** Clerk to respond accordingly

No Mow May and re-wilding: Cllr Fausset detailed the results of the first year and the pitfalls due to the weather. **Action:** Cllr Fausset to bring a revised plan for 2023 to the February meeting

- e) Other Open Spaces including footpaths, ditches, grass cutting and hedges – Clerk confirmed footpath FP10 across the field at Crossing Road was inspected. PROW have requested the landowner re-instate the footpath within 14 days. The stile at the northern end is in poor condition but does not require repairing as there is a 60ft wide gap for walkers to pass through. Footpath fingerpost QR signs still outstanding from 2022. **Action:** Cllr Pudney to assist Cllr Sneddon with this task in the spring
- f) Cemetery and Churchyard – The Chair advised the churchwall facing Lion Road needs the grass / weeds growing to be scraped out with a shovel and then weedkiller applied. The growth could destabilise the wall. **Action:** Clerk to request price and initiate with Excite asap
- g) Palgrave Village sign – awaiting update from Michael Goater but all in hand.
- h) Community Engagement Day – Saturday 25 March 10 - 2 pm. Positive responses received from several groups. Discussion followed as to how / what we require on the day. **Action:** Clerk to contact all o/s groups and chase for a response .
Cllr Pudney to investigate if further scrapbooks are available from the late Jean Thorndyke
Chair to get a banner quote that can be used for various events i.e interchangeable. Clerk to review what was printed on the previous banner and send to Chair
- i) The King’s Coronation village plans – it was suggested there wasn’t the appetite for another large village event after the Jubilee last year due to lack of volunteers. A suggestion to plant a tree on The Green in commemoration of the King’s Coronation was favoured but this would not happen until the autumn due to planting guidelines. **Action:** All Councillors to research what type of tree would be suitable & costs
- j) Asset Register maintenance:
Tree has been trimmed immediately behind the bus shelter by Cllr Fausset.
Bus Shelter – **Action:** Cllr Weston to inspect and report back
Metal Circular bench near the pond – **Action:** Cllr Weston to ask Melvin to have a look at it
Clerk to chase the following: Lows Bench area strim with DB.

01.12.12 **Correspondence** - The clerk confirmed all relevant correspondence had been circulated by email.

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

Date of next meeting – The next meeting is on Thursday 16 February at 7.30pm. (A week delay due to Clerk’s holiday)
The meeting closed at 10.00 pm.

Caroline Emeny (Clerk to Palgrave Parish Council)

FINANCIAL REPORT – 31 December 2022

Current account Unity Trust Bank Account No. Sort codeStatement no. 039 dd 31/12/22

	Bank statement balance	£67812.29
	RECONCILES WITH ACCOUNTS BALANCE AS PER SPREADSHEET	£67812.29