

Minutes of the Parish Council held on Thursday 11 July 2024 at 7.30 pm in the Community Centre

Present: Cllrs Collins, Cooper, Fausset, Goodchild, Hollowday, Prendergast, Pudney, Sneddon and Wheele.

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

- 07.11.01 **Welcome:** The Chair welcomed everyone to the meeting which was not being recorded. A minutes silence was held for the late David Burn, our District Councillor for many years who served Palgrave very well. Funeral arrangements t.b.c. when known. Various Councillors wish to attend. Clerk will co-ordinate.
- 07.11.02 **Apologies for Absence:** No apologies, all present.
- 07.11.03 **Declarations:**
1. There were no Pecuniary or Non-Pecuniary Interests declared and no requests for dispensations.
 2. Councillors were reminded of their obligations under the new Code of Conduct.
- 07.11.04 **Minutes:** The minutes of the meeting of 13 June 2024 were approved and signed by the Chair.
- 07.11.05 **Matters arising:** Norwich to Tilbury consultation, new report dated April confirming that Wortham airstrip is the reason for the change from the original planned pylon route. **Action:** Clerk to submit further objection on the basis that the airstrip is seldom used and is not a commercial operation
- 07.11.06 **Reports for Information:** Report from County Cllr Fleming and MSDC monthly report previously distributed. Neither Councillors were able to attend.
- 07.11.07 **Public Forum:** Nothing to report.
- 07.11.08 **Statutory Business and General Governance:**
- a) Vacancies and Councillors: Still 2 vacancies but interest received from two parishioners. Training: Cllr Goodchild currently undergoing his two online sessions. Representatives; still awaiting further feedback from PDCC re Cllr Cooper.
 - b) Consultations: none.
- 07.11.09 **Update from District Cllr Weller** re land purchased by BMSDC off Lows Lane footpath: Carried forward
- 07.11.10 **Planning:**
- a) The following planning application(s) was reviewed: DC/24/02907 (and DC/24/03042) Application for a Non Material Amendment (and Listed Building Consent) relating to DC/20/04116 - Insertion of roof lights, bi-fold door in place of roller shutter door, insertion of new personnel fire door replacing window and revised wall cladding @ Bridge House, Denmark Hill. The PC unanimously agreed to submit a 'No Comment' in regard to the above.
 - b) There were no planning determinations.
 - c) Pace & Aura Solar Farms no updates.
 - d) Planning enforcements raised: No updates. **Action:** Clerk to expedite
 - e) Other planning matters for information only: DC/24/03030 for various works to trees @4 The Paddocks, The Green, approved by the Clerk and Chair under delegated powers.
- 07.11.11 **Finance:**
- a) Payments totalling £8253.42 were approved and signed by Cllrs Fausset and Cooper. These can be viewed on the website under the Finance page.
 - b) Receipts as follows: £65 monthly cemetery donation, £75 Cemetery fees, £185 insurance claim, bank interest £413.43
 - c) Bank reconciliation for the period to 30 June 2024 approved and signed by Cllr Goodchild.
 - d) The accounts to 30 June 2024 (previously distributed) were noted and the budget vs actuals to date.
 - e) Review purchasing of Christmas Lights for The Green – **Action:** Cllr Prendergast awaiting further information - will report back in due course
- 07.11.12 **DDNP update:** Draft minutes and report previously circulated by Cllr Goodchild. Meetings to be held quarterly. Financial contributions were set out, based on a per capita basis with Diss T C paying £1K. Our contribution will be £140 by way of an invoice. Not budgeted for but agreed to offset some Savings income to accommodate this. Balance of funds is £5549.75 which is available to parishes to spend on professional help if and when needed.

- 07.11.13 **Palgrave School:** Clerk gave update on email discussions to date re the recent flooding and the playground surface, involving both our District and County Councillors, Daniel Jones as Diocesan School Buildings Officer, the Head Teacher (JW) and Andrew Wheeler (AW) as Chair of Governors. Awaiting response from Sharon Berry (SB), PROW officer at MSDC who is well versed with the Green's history. Cllr Cooper confirmed the rain ran off the playground, not from Priory Road, on the day of the flood in May. **Action:** Clerk to request meetings are notified well ahead to allow members of the School WP to attend and out of school hours where possible. To arrange discussion with SB asap.
- 07.11.14 **To consider matters and any actions required for those relating to the Community of Palgrave -**
- a) Highways and road related issues;
Pedestrian signage and kerb installation. Anticipate these works being done within the next month. **Action:** Clerk to ensure all Councillors are alerted as soon as we have dates
Flooding issues – letter of complaint acknowledged by both SCC and MSDC, awaiting their responses. Note gullies cleared at approx. 10pm on 5 July. Gully on corner Priory Road / Church Farm Close still full and gully on the Access Road near the school also blocked. **Action:** Clerk to check latter and report
Land north of the Pond is owned by Highways and cut once a year, scheduled for w/c 1 July. Note post meeting confirmation received as follows: "We have not cut Palgrave yet and will be doing so shortly. We only cut the first 1.2m of highway and the rest is left to wildlife, as this is a C road and as such only gets one cut a year."
- b) Speeding: Nothing to report re SIDs. 20mph Campaign: Ongoing email trail with Josh White prepped by Cllr Fausset. Data obtained, report still outstanding pending outcome of further emails. Complaints re heavy goods vehicles using Crossing Road – hard data is required - date, time, registration number and company name /details all required to enable a report to be raised.
- c) The Green - protection and maintenance thereof:
- i. Bollard work incomplete as bollard stock depleted. It was unanimously agreed to purchase the o/s number required to complete the work. **Action:** Clerk to calculate, order goods and works asap
 - ii. Excite advise grass cutting more time consuming due to the increased number of bollards to work around. **Action:** Cllr Fausset to liaise with Excite in this regard. Note weedkiller is not an option.
 - iii. No parking signs working well. **Action:** Cllr Fausset to re-site one where the Open reach van parks
 - iv. Green triangle at Lows Lane: **Action:** Clerk: to purchase 4 red reflector discs. Cllr Goodchild to install, to face oncoming traffic
 - v. Damage by Open Reach van: damage repaired and their insurance company settled the claim.
 - vi. Drainage out of the pond to Lows Lane – needs clearing of all growth to allow free flow of water. To be done as part of the clearing / jetting of the drain. Initial quote received. **Action:** Clerk to endeavour to obtain 2 further quotes
 - vii. Pond – pond overgrown and needs trimming back asap to allow visibility. **Action:** Clerk to action Pond Risk assessment prepared and signed over by Cllr Prendergast. Copies distributed to all. **Action:** All Councillors to review for discussion at September or October meeting latest
 - viii. Trees opposite the school on the access road: Official planning application needs submitting if we are to trim the tree canopy. Lime trees are deciduous, losing their foliage in winter. **Action:** Clerk to contact the query originator to determine exactly what they would like doing and to ensure all residents along that stretch are consulted and agree as a collective neighbourhood before any action agreed by the PC
- d) Open Spaces: Clerk met with farmer re Lows Footpath to discuss hedge and responsibilities. All acknowledged. It was agreed that if and when flooding occurs down the footpath, he is to be contacted as a matter of urgency so the extent can be determined and any preventative action decided. The 'Except for Access' sign left of the bollards has been revealed. Identical sign on the right-hand side needs cleaning. **Action:** Cllr Goodchild volunteered to clean the sign
Priory Wood – Broken owl box lying on ground in near Draycott Rise. **Action:** Cllr Goodchild volunteered to repair it. Note it will need a cherry picker to re-site it due to the weight of the box itself. **Action:** Clerk to ask J Ling if he can re-site it once repaired. Clerk to discuss Lows hedge contract with service provider asap

- e) Churchyard and Cemetery update: Nothing to report. Additional quote for cemetery work pending.
- f) Defibrillator training in June – 40 people attended. Event was very successful. Thanks to the PDCC.
- g) PDCC Storage – all our loose equipment is stored in 2 wheelie bins and one shelf in the PDCC container.

Action: Clerk to update list and circulate for info

A Community Clean Up morning was agreed as Saturday 12 October, 10 – 12 noon,, meeting at the PDCC pending availability. Refreshments agreed. Specific tasks will be: sign cleaning, strimming of targeted areas, and ivy clearing on the churchyard wall. **Action:** Clerk to organise and advertise

07.11.15 **Correspondence** – All relevant correspondence circulated ahead of the meeting and during the last month.

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

Date of next meeting – Thursday 12 September 2024, to be preceded by a Cemetery Committee meeting at 7pm.

The meeting closed at 9.45 pm.

Caroline Emeny (Clerk to Palgrave Parish Council)

FINANCIAL REPORT – 30 June 2024

Current account Unity Trust Bank Account No. Sort codeStatement no's 063 & 017 dd 30/6/2024

Current account statement balance	£ 968.13
Savings Account statement balance	£57,197.32
Overall Total Reconciles with Accounts Balance As Per Spreadsheet	£58,165.45