

Minutes of the Parish Council held on Thursday 12 September 2024 at 7.30 pm in the Community Centre

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

Also in attendance: The Clerk, Dist Cllr Weller (TW) and 3 members of the public.

- 09.12.01 **Welcome:** The Chair welcomed everyone to the meeting which was not being recorded.
- 09.12.02 **Apologies for Absence:** Apologies accepted and approved from Cllrs Collins, Hollowday and Prendergast.
- 09.12.03 **Co-opt:** Mary Hopkins introduced herself. She was co-opted as a Parsh Councillor, signing her Declaration of Acceptance of Office. **Action:** Clerk to send all the info she needs as a new Councillor asap
- 09.12.04 **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.
- 09.12.05 **Minutes:** The minutes of the meeting of 11 July 2024 were approved and signed by the Chair.
- 09.12.06 **Matters arising:** There were no matters not listed elsewhere on the agenda.
- 09.12.07 **Reports for Information:** No report from County Cllr Fleming. Report, previously distributed, from Dist. Cllr Weller, and reviewed in detail. Future waste collections were highlighted as part of a Government backed initiative which will affect all households from 2026.
- 09.12.08 **Public Forum:** Member of the public explained what the Voluntary, Emergency and Telephone Service (VETS) was about, requesting permission for it to fall under the remit of the PC. Questions raised re costs and approved by the PC, £45 set up, £175 Training. Approx. 10 volunteers to date. Run by Community Heartbeat. **Action:** Clerk to include on the October agenda for official approval
- 09.12.09 **Lows Land update:** Dist. Cllr Weller detailed the 2.5 acres (approx.) of land purchased by BMSDC off the Lows Lane footpath. A brief summary is within his report. BMSDC working closely with Suffolk Wildlife Trust and the Waveney River Trust to ensure the site is managed correctly in terms of tree species etc. He envisages a small pocket park, accessible for all, with a circular footpath, ensuring the site is not suitable for anti-social behaviour to gather. The PC declined to take on its responsibility. Wortham Ling also discussed, BMSDC do not own but are responsible for any anti-social behaviour. It was noted a campervan has been on site for some months.
Action: Cllr Pudney to send TW details of where the campervan is it can be dealt with
- 09.12.10 **Statutory Business and General Governance:**
- a) Vacancies: Only 1 vacancy remaining.
 - b) PDCC Representative: Cllr Hopkins agreed to be our PDCC representative, allowing Cllr Cooper to remain as a private individual on the PDCC Trustee list. **Action:** Clerk to notify PDCC, pay fee etc
 - c) The following policies were reviewed and approved: Updated Financial Regulations in line with the new template issued; The Internal Control report dated September 2024 covering the first 6 months was carried out by Cllr Sneddon, with no areas of concern raised.
 - d) Conclusion of Audit: The external audit is complete, published with no areas of concern.
 - e) Consultations: BMSDC Joint Local Plan Part 2 Development Plan Document Sustainability Appraisal Scoping Report and the Proposed Approach to the Strategic Housing Land Availability Assessment: Area of concern was the Call for Sites listing 6 potential areas for housebuilding. Note these are purely for information and do not give the sites any weight. Comments are not invited on these sites at this stage. All sites need formal assessing with the results published for public consultation on completion of this task. **Action:** Clerk to send all The Call for Sites Guidance Notes. No other action at present.
- 09.12.11 **Planning:**
- a) The following planning application(s) was reviewed:
DC/24/03937: Application for Works to Trees subject to Tree Preservation Order MS170/G1 - Reduce the height and spread of 2 No. Oaks (T1 and T2) by 2-2.5m. Crown lift 1 No. Oak (T3) to approx 3m reduce the lateral spread on the overextended limbs by approx 1.5-2m and shape @ 4 Burlington Close. The Parish Council voted unanimously to approve the application.

b) Planning determinations notified by BMSDC:

DC/24/02907 (and DC/24/03042) Approval of 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.

DC/24/03108 Approval of various Works to Trees in a Conservation Area @ Hemplands, Lion Road.

DC/24/03030: Approval of Works to Trees in a Conservation Area @ 4 The Paddocks, Priory Road.

DC/24/03060: Approval of Non-Material Amendment relating to DC/20/01921 - Changes to the fenestration and internal layout@ Laburnum Cottage, Ling Road.

c) Pace & Aura Solar Farms no updates. Nothing heard re Aura planning meeting date this year.

Action: Dist. Cllr Weller to query on our behalf

d) Planning enforcement update:

1. Holiday Site in Wood opposite St Johns – Officer site visit in August. Both persons living in the caravan on site have been served with a Planning Contravention Notice. Have until the 9th Sept to complete and return these. Will monitor further.

2. Holiday rentals at Elm Vale Cottage - Retrospective planning application received.

3. Lights at Storage unit Lower Rose Lane — Landowner response on 5/9 advised PIR malfunctioning may be causing the issue and is being dealt with.

e) Other planning matters for information only: The following approved / commented on under delegated powers by the Clerk and Chair -

Approved DC/24/03030 for various works to trees @4 The Paddocks.

Submitted objection to excessive reduction of the maple tree re DC/24/03655 for various works to trees @Ty-Gof, The Green.

Approved retrospective application DC/24/02863 @Elm Vale Cottage, Denmark Hill.

09.12.12 **Finance:**

a) Payments totalling £9734.57 were approved and signed by Cllrs Pudney and Wheele. These can be viewed on the website under the Finance page.

b) Receipts as follows: £65 monthly cemetery donation, £76.44 SCC grass cutting income, VAT refund £2572.08, 2nd Precept instalment of £10688.00.

c) Bank reconciliation for the period to 31 August 2024 approved and signed by Cllr Fausset.

d) Unity Trust Bank changing from quarterly charging to monthly charging w.e.f. 22 September 2024.

e) The accounts to 31 August 2024 (previously distributed) were noted. Budget vs actuals figures to date noted up to and including 12 September 2024.

f) Review purchasing of Christmas Lights for The Green – **Action:** c/forward

09.12.13 **DDNP update:** Nothing to discuss except contribution request of £140 for 24/25 financial year as noted. It was resolved to include this together with next year's figure totalling £280 in the 25/26 budget.

09.12.14 **Palgrave School:** Awaiting the next meeting of the WP and update thereafter.

09.12.15 **Flooding:** Response from SCC previously distributed. Confirmed gully blockages outside of the village on Lion Road still an issue. **Action:** Clerk to expedite as the area floods badly and is within the 40mph zone Crossing Road blockage before railway line on the left smells badly and has been a problem for a very long time. Could be an issue with the sewers but needs investigating. **Action:** Clerk to report Awaiting BMSDC to supply proper flood defences to 1 Goulds Close. **Action:** Clerk to expedite

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

a) Highways and road related issues; Pedestrian sign installed at junction Priory Road / Lion Road for traffic heading south. Kerb installation started but not yet complete. Our thanks to AS and CP for being on site to ensure the kerb was installed in the correct place.

b) Speeding: Cllr Fausset provided update. Confident we will achieve the 20mph zone but awaiting final report submission and outcome which is due w/c 30 September. Cllr Hopkins raised concerns re speeding vehicles and heavy goods vehicles on Crossing Rd, issues with vehicles turning left into the small lane at the junction instead of using Upper Rose Lane and faded lines at the junction. Cllr Fausset explained what we have done / can do to try and mitigate the issues raised.

As previously minuted hard data is needed for any vehicles over 7.5T using Crossing Road – date, time, reg. number and company name / details all required to enable a report to be raised. Note 3 x ANPR requests are now in the system and awaiting details of when the sites will be on the rota.

Actions: Cllr Fausset to look at the SID data.

Cllr Hopkins to galvanise support for a Speedwatch team on Crossing Road which will require training. Clerk to enquire whether a 'No Through Road' sign can be installed at the lane on the junction.

c) The Green and pond updates -

- i. Bollard work completed.
 - ii. Posts and rails at the pond ditch – agreed a neater solution required. The slim round posts in the container store to be used with horizontal cross bars added to prevent access. Cllr Cooper has wood that usable for the cross bars. **Action:** *Cllrs Fausset and Goodchild to deal with*
 - iii. No parking signs missing: *Clerk to purchase 6 'No Parking on The Green' signs. Cllr Wheele to install*
 - iv. Pond risk assessment and Access Road tree canopy review : C/forward to October
Action: *All Councillors to review pond risk assessment and tree canopy responses for October*
 - v. Drainage out of the pond to Lows Lane – Cllr Fausset met with and two quotes received. C/Forward to October to approve contractor
 - vi. UK Power Networks – awaiting confirmation whether a wayleave agreement required.
 - vii. Parking at Forge Close of commercial vehicles - Company contacted and informed this was not a commercial car park. They agreed to try and find an alternative solution.
- d) Other Open Spaces: The Spinney has a lot of Himalayan Balsam that is choking the river network. The landowners were given an enforcement order to clear it a few years ago but nothing appears to have been done and is spreading. **Action:** *Clerk to contact BMSDC enforcement for update, copy in TW*
Priory Wood – Owl box awaiting installation. **Action:** *Clerk to expedite*
Dangerous ivy next to last bungalow Lows Lane /footpath. **Action:** *Clerk to ask homeowner to remove*

Standing Order 3x was suspended to allow the meeting to continue

- e) Churchyard and Cemetery update: The Chair gave update re earlier meeting. **Action:** *Clerk to send draft minutes to all for information*

09.12.17 Community Clean Up morning Saturday 12 October, 10 – 12 noon. Include 'Weather Permitting' on the Adverts / eshots. Final details to be agreed at next meeting. **Action:** *Clerk to send eshot and ask PD if he can also include in an eshot*

09.12.18 **Correspondence** – NPPF changes – the PC declined to comment. VE Day 80th anniversary on 8/5/2025 - PC will not be hosting any events.

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

Date of next meeting – Thursday 10 October 2024 at 7.30pm.

The meeting closed at 10.10 pm.

Caroline Emeny (Clerk to Palgrave Parish Council)

FINANCIAL REPORT – 31 August 2024

Current account Unity Trust Bank Account No. Sort codeStatement no's 066/065 & 018/019 dd 31/8/2024

Current account statement balance	£ 944.19
Savings Account statement balance	£52,197.32
Overall Total Reconciles with Accounts Balance As Per Spreadsheet	£53,141.51