

Minutes of a Meeting of the Parish Council held on Thursday 8 February 2024 at 7.30 pm in the Community Centre

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

Also in attendance: The Clerk, both County and Dist Cllrs and 2 members of the public present for some of the meeting.

- 02.08.01 **Welcome:** The Chair welcomed everyone to the meeting. The meeting was not being recorded.
- 02.08.02 **Apologies for Absence:** Apologies received and approved from Cllrs Hollowday and Wheele.
- 02.08.03 **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.
- 02.08.04 **Minutes:** The minutes of the meeting of 4 January 2024 were approved and signed by the Chair.
- 02.08.05 **Matters arising:** Re-assignment of roles re the Cemetery Committee as per the ToR. Cllr Pudney is Chair of that committee replacing Cllr Collins as minuted in January under minute reference 01.04.09. Cllr Cooper will attend the PDCC AGM on 21 February as an observer, not in an official capacity.
- 02.08.06 **Note the speaker** was in January 2024 and included on this agenda in error.
- 02.08.07 **Reports for Information:** Report received from County Cllr Fleming (previously distributed). She would like to encourage residents to lobby her about the cuts to Arts funding.
Report received from Dist Cllr Weller (previously distributed).
- 02.08.08 **Public Forum:** The two members of the public were present in regard to further agenda items and were invited to speak when the matter(s) arose.
- 02.08.09 **Statutory Business and General Governance:**
There are currently 2 (two) vacancies on the Parish Council.
Consultations: Joint local Validation List consultation open for comments to 4/3/2024. The Parish Council resolved not to submit any comments.
- 02.08.10 **Planning:**
a) The following planning applications were discussed:
DC/24/00492: Works to Trees protected by a TPO in a Conservation area @15 Blands Farm Close. A 'no comment' will be submitted for this application.
DC/24/00493: Works to Trees protected by a TPO @14 Blands Farm Close. The Parish Council resolved to object to this application as detailed on the Planning portal website.
DC/23/05426: Installation of a solar farm & associated works @ Land North of Lion Road – document detailing our objection previously distributed and reviewed again for final submission. Final document agreed, to be amended to incorporate tonight's discussion and submitted by 13 Feb 2024. Additional document link by County Cllr Fleming to be included. The proposed objection was agreed AIF.
b) No planning determinations received.
c) Update re Pace Parish Liaison Group (PLG) : First meeting held this week. Still awaiting information re restrictions on Community Benefit income and draft Tor and benefit document.
d) No update re the Planning enforcement issue raised. Further information about the site has been sent to MSDC. A second enforcement query raised re possible holiday lets - awaiting a response.
e) Any other planning matters for information only: DC/24/00016 Works to trees in a conservation area @ 7 Church Farm Close approved by the Clerk and Chair under delegated powers.
- 02.08.11 **Finance:**
a) The following payments were approved for paying online by bank transfer:

£ 783.50	Caroline Emeny	Clerks remuneration
£ 40.00	Caroline Emeny	Clerks expenses
£ 38.80	H M R C	PAYE
£ 2527.06	Excite Solutions	invoices 2841, 2844, 2845, 2846 & 2848
£ 3000.00	Transfer from the savings account to the current account.	

The monthly schedule of payments was signed by Cllrs Collins and Pudney.

- b) Receipts as follows: £1699 Locality Grant from Dist Cllr Weller for bus shelter refurbishment, £65 monthly cemetery donation.
- c) Bank reconciliation for the period to 31 January 2024 approved and signed by Cllr Fausset.
- d) The accounts to 31 January 2024 (previously distributed) were noted.
- e) The Unity Trust Multipay card discussed for the Clerk to make ad hoc payments when required instead of using her personal credit / debit card. One off set up fee £50; 30p fee per transaction. Three documents need completing / signing. Limit agreed at £500. The PC resolved to approve the application AIF. This resulted from the need to set up a new email / domain in order to continue to use the Zoho e-shot method currently used for communications. Gmail accounts no longer supported. A small cost to purchase the new domain – palgravepc.co.uk - and associated email address but negligible. Note this will only be used for e-shot purposes.

Action: Chair to purchase domain / set up email. Clerk to complete Multicard application

- 02.08.12 **School matters:** The Chair gave an update on last week's meeting with the headteacher and two school governors re the recent planning application. Proposed they submit a new application for the fencing to cover the land that the school owns and deal with this section first. The headteacher assured all that an 8ft fence was not envisaged nor wanted; a more aesthetic approach is needed. The remaining areas to be looked at separately. **Action:** Clerk to look into what can be installed on our land

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

- a) Highways and road related issues; kerbs and pedestrian signage still outstanding.
Action: Clerk to expedite again with County Cllr Fleming to try and get agreement
 Speeding: Three SID batteries no longer holding their charge. Clerk to purchase 2 new batteries and enquire as to most economical despatch method. SID post on Lion Road very difficult for volunteers to change the battery etc. Cost £275 to have the post re-sited. Householder permission required.
Action: Clerk to instigate householder permission and bring info to next meeting. Purchase batteries.
 Lows Lane potholes repaired end January but Priory Road still outstanding.
 'No Vehicle Access' Signage at Lows Lane is obstructed from view. **Action:** Clerk to report
 Lights very bright at the storage facility at bottom of Rose Lane. **Action:** Clerk to review the planning permission to gauge if they are in accordance or not
- b) The Green and Pond - protection and maintenance thereof.
 - (i) The Pond bank and trees: Plan from the original builder distributed to all to review ownership query alongside previous documents distributed in January. It was resolved that the Parish Council will instruct the contractor to carry out the works on the trees in question along the west bank of the pond. (Vote 4 in favour: 1 against: 1 abstention, note 1 councillor had left the meeting).
 - (i) The bollard project re protection of The Green. It was resolved to accept the proposed plan pending the final costs. Complaint received about additional bollards on the long green triangular stretch opposite the school on the access road. Note this area is also being badly eroded. **Action:** Clerk to expedite installation cost. To redraft a version to post on the website asap so parishioners can see the proposal and to put in The Star.
Action: Cllr Fausset to review grass cutting on The Green to determine if any savings can be made.
- c) Open Spaces: The Clerk and Chair still trying to agree a date with the second landowner down Lows Footpath to discuss responsibilities as detailed in the Rights of Way document. The other landowner has acknowledged her responsibilities and agreed for her details to be made public and included in The Star. **Action:** Clerk to include in The Star and continue to pursue meeting
 Priory Wood – MSDC confirm various works to trees in the wood which will carry on into the summer.
- d) Litter Pick update – all Councillors urged to attend. Cllrs Weston, Collins, Prendergast and Cooper definitely in attendance and will share tasks accordingly. **Action:** Clerk to re-advertise and contact previous attendees to gauge numbers for refreshment purposes
- e) Dog bins – MSDC confirm cost is £58.16 each, less than the proposed £69 per bin.
- f) Street Lighting carried forward
- g) Bus Shelter – still awaiting additional quotes.

- 02.08.14 **Correspondence** – All relevant correspondence circulated ahead of the meeting and during the last month. Possible defibrillator training funding request still awaiting outcome. Note the PDCC will be closed to all week commencing 1 April for one week due to car park resurfacing.
- 02.08.15 **Motion under the Public Bodies** (admission to meetings) Act 1960 – Nothing to note.

Date of next meeting – Thursday 14 March 2024.

The meeting closed at 9.40 pm.

Caroline Emeny (Clerk to Palgrave Parish Council)

FINANCIAL REPORT – 31 January 2024

Current account Unity Trust Bank Account No. Sort codeStatement no's 056 & 012 dd 31/01/24

Current account statement balance	£4,867.02
Savings Account statement balance	£64,354.64
Overall Total Reconciles With Accounts Balance As Per Spreadsheet	£69,041.66