

**Minutes of the Parish Council Meeting held on Thursday  
11 December 2025 at 7.30 pm in the Community Centre**

**Present:** Cllrs Charman (KC), Collins (EC) Cooper (WC), Coulson (PC), Pudney (VP), Wheele (MW) and late arrival Cllr Fausset (RF).

**Also in attendance:** The Clerk.

- 12.11.01 **Chair's Welcome:** Cllr Pudney welcomed everyone to the meeting which was not being recorded.
- 12.11.02 **Apologies for Absence:** Apologies accepted and approved from Cllr Hollowday.
- 12.11.03 **Vacancies and Co-Option** of Councillors: There remains 2 vacancies on the Parish Council. Our request for a Community Governance Review (CGR) to reduce our statutory requirement from 11 to 10 Parish Councillors has been provisionally accepted pending public consultation, which is open until 23 January.
- 12.11.04 **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.
- 12.11.05 **Minutes:** The minutes of the meeting of 13 November were approved and signed by the Chair.
- 12.11.06 **Matters arising:** The Clerk provided the responses re the previous outstanding matters expedited with TW.
- 12.11.07 **Reports for Information:** Reports received from County Cllr Fleming (JF) and District Cllr Weller (TW) (previously circulated).
- 12.11.08 **Public Forum:** No members of the public present and no issues to report.
- 12.11.09 **Statutory Business and General Governance:**
- a) There were no policy reviews.
  - b) Consultations and updates (i) Norwich to Tilbury Pylon scheme – Clerk explained our registration with the Planning Inspectorate was not accepted because our comments were not lodged in time. Clerk endeavouring to get this overturned. There are documented examples of submitted comments having been edited out of context which is pointing to a computer glitch. Official request submitted by a solicitor asking for the registration process to be extended as a result - Clerk monitoring. In the interim, public engagement needed with Palgrave residents.  
(ii) Devolution and Local Government Reform (LGR) update – the Government has deferred the Mayoral elections to May 2028 under the Devolution process. Reason given is for the LGR to bed-in. Full update distributed and available on our website. (iii) Suffolk Wildlife Trust survey – Councillors to submit their own comments. (iv) South Norfolk Village Clusters Housing Allocations Plan hearings will commence on 13 Jan 2026, for information only.
- 12.11.10 **To consider matters relating to planning for Palgrave -**
- a) The following Application was considered: DC/25/5199; Works to Trees subject to TPO @ The Old Guildhall, The Green. The Council voted to approve the application.
  - b) The following Planning Determinations were received from BMSDC:- DC/25/03849; Demolition of existing storage barn and erection of replacement oak framed storage barn @ Blea Tarn, Low Water Lane. Planning permission received subject to various conditions.  
DC/25/03616: Installation of private horse turn-out area and change of use from domestic to equine land @ Goodrich Park, Lion Road. Planning permission refused.  
Notification received today from BMSDC suggesting withdrawal of our application for the interpretation board due to heritage concerns – Clerk to prioritise and deal with immediately.
  - c) Solar Farms update: **Grange Farm** – Discharge of conditions 8: Biodiversity Enhancement Strategy and 13: Landscape and Ecological Management Plan. Summary notes circulated re first meeting with P S Renewables, note a new Chair appointed to Parish Liaison Group. Next meeting will be on site in January.
  - d) Planning enforcement response updates: TW advised letter sent to landowner re removed hedge on Millway Lane.
  - e) No other planning matters for information.
- 12.11.11 **Finance:**
- a) Payments totalling £3815.37 approved, signed by KC and MW, viewable on website.
  - b) Receipts: £65 cemetery donation; £315 cemetery fees.
  - c) Note bank charges increase from £6 to £7 p.m. from 1 Feb 2026.

- d) Bank reconciliation to 30 November 2025 approved and signed by PC. Up to date accounts noted.
- e) Draft budget circulated for discussion. To be finalised next month. **Action:** All to review before next meeting
- 12.11.12 **Palgrave School:** PC gave update re playground meeting held mid November. Meeting notes circulated. All trying to get quotes for ground cover which the Chair of Governors will collate. PC has spoken with local golf club for advice.  
Parking issues – **Action:** RF to expedite with school head
- 12.11.13 **P.D.C.C:** no update available.
- 12.11.14 **D.D.N.P:** no update available.
- 12.11.15 **To consider matters and any actions required for those relating to the Community of Palgrave -**
- a) Highways & road related issues; (i) Works to the grass verge outside Malt House – contractor has withdrawn, suggesting only turf will work, not seed. It was agreed to leave this as is for the present unless a complaint is received. (ii) Crossing Road blocked gully – Highways acknowledged damaged drain report but no indication as to when it will be repaired. Large puddles of water in 2 areas discussed – a) south of the railway line at Crossing Road and b) just past the Forest School on Millway Lane. **Action:** Clerk to contact both landowners to request if they can dig out a drainage ditch to release the water from the road in both instances
- b) Speeding and associated matters: 20mph project – the traffic regulation order currently with Suffolk Legal who are preparing the legal documents for formal advertising, which will be shared with us when available. Highways still working on the design drawings which will be shared after the formal advertising period. JF confirmed no funds left to assist with the cost this year. She may be able to donate £1K in the next financial year. Speedwatch- **Action:** Clerk still investigating our old equipment  
ANPR camera location discussed and agreed for the next rota. **Action:** Clerk to confirm with ANPR team. Clerk to see if hedge on Lion Road can be cut back
- c) The Green update: Trees on The Green work all completed. Request to plant two oak saplings. PC agreed in principal depending upon the answers to the clerks action list. **Action:** Clerk to enquire exactly where, what oak variety taking into account height and spread, protection and staking  
Pond cut back completed this week.
- d) Other Open Spaces: Tree debris on Manorial Waste now removed by Highways.  
Overhanging buddleia on the right as you enter Clarke Close. **Action:** PC to action  
Priory Wood: BMSDC have carried out a lot of work following our complaint with program of works received. Letter to all surrounding properties asking for interest in a WP to work with BMSDC in the wood. One volunteer to date. **Action:** Clerk to advertise proposed WP in the March issue of The Star  
Lows Footpath: Barbed wire still present in several places near the bridge. Photos and updates sent to TW.  
Grass cutting: **Action:** Clerk to review scope and terms of the grass contract before sending out for quotes
- e) Churchyard & Cemetery: RF arranging for new cemetery bench to be bolted down. **Action:** RF to liaise with PD re fixings etc. Clerk to seek alternative contractor for annual cemetery hedge cut
- 12.11.16 **Out of the Box-** Awaiting levelling by local builder. Clerk doesn't want to expedite yet, will wait until Feb/March. Intermediary (HS) had a good meeting with school, is reviewing the glasswork and has updated the Clerk with an amended plan. Still a lot of apathy, need to keep plugging away
- 12.11.17 **Correspondence:** Following an official request, WC agreed to do a reading on behalf of the P Council at the 21 December Sunday service. **Action:** Clerk to advise the Church Warden
- 12.11.18 **Motion under the Public Bodies** (admission to meetings) Act 1960 – Chair updated all on the Staff committee meeting held earlier that evening.

**Date of next meeting** – Thursday 18 January 2026 at 7.30pm.

The meeting closed at 21.10 hours.

Caroline Emeny (Clerk to Palgrave Parish Council)

#### FINANCIAL REPORT – 30 November 2025

Current account Unity Trust Bank Account No. .... Sort code .....Statement no's 081 & 034 dd 30/11/2025

Current account statement balance	£ 2,263.13
Savings Account statement balance	£ 50,166.93
Overall Total Reconciles with Accounts Balance As Per Spreadsheet	£ 52,430.06