

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

[palgravepc@gmail.com](mailto:palgravepc@gmail.com)

**Present:** Cllrs Bremner (DB), Collins (EC) Cooper (WC), Fausset (RF), Hollowday (SH), Pudney (VP), and Wheele (MW).  
**Also in attendance:** The Clerk; County Cllr Fleming for some of the meeting. (NB: Cllrs Pudney and Bremner were both late arrivals with apologies).

- 06.12.01 **Chair's Welcome:** Cllr Fausset welcomed everyone to the meeting which was not being recorded.
- 06.12.02 **Apologies for Absence:** No apologies received to approve.
- 06.12.03 **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.
- 06.12.04 **Minutes:** The minutes of the meeting of 8 May 2025 were approved and signed by the acting Chair.
- 06.12.05 **Matters arising:** There were no matters outstanding not elsewhere on the agenda.
- 06.12.06 **Reports for Information:** Report previously circulated from County Cllr Fleming who gave a brief summary. No report from Dist Cllr. Weller.  
*Cllr Bremner arrived.*
- 06.12.07 **Public Forum:** No members of the public present.
- 06.12.08 **Statutory Business and General Governance:**  
a) Resignations/ Vacancies / Co-Option: Note there are now 3 vacancies on the PC with the resignation of Cllr Prendergast.  
b) Zurich insurance was approved as our insurance provider for the forthcoming year, renewed with them at the same cost as 2024, at £459.  
c) To following appointments were reviewed and approved due to the recent resignations:  
Cllr Bremner added to the Staffing Committee; Cllr Fausset added as a bank signatory; Cllr Robinson included on the School Liaison Group.  
d) Consultations and updates: (i) update re Norwich to Tilbury Pylon scheme – trench digging in the area commenced checking for any potential buried archaeology. **Action:** *If any Cllr sees any such activity, please inform everyone via the Whats App Group so someone can inspect the works.* (ii) BMSDC CIL charging schedule consultation, (iii) Community Governance Review, (iv) BMSDC Licensing. The Parish Council will not be submitting any comments on items (ii) to (iv).  
*Cllr Pudney arrived.*  
(vi) Devolution update – the Clerk provided handouts with the latest updates, including an e-shot to parishioners this the week and the website updated. **Action:** *Everyone is urged to respond as individuals to the surveys and encourage local people to engage with the process*
- 06.12.09 **To consider matters relating to planning for Palgrave -**  
a) There were no planning applications to consider.  
b) The following planning determinations were noted from BMSDC:  
DC/25/01571 @ Garnet House, The Green – Biodiversity enhancement measures discharged; DC/25/00707 @ Fairfax House, Crossing Road – planning permission granted for a 2-storey extension , new windows, entrance canopy and car port, and terrace structure.  
c) Solar Farms updates: No official updates on either project. Clerk contacted PS Renewables but no response to date. NB: expediated again post meeting and callback received. Review of draft Pre-Development Task List covering the 2 solar farms and the Pylon sites: Agreed to trim down to MP and RF to work on the document, with DB giving input if and when required. Revised document distributed with H/M/L indicators. Areas to concentrate on are 1 Project Area and Scope set up, 2 Baseline Landscape Character & Visual Impact, and 8 Reporting and Archive. Drone footage discussed and on hold at present. Discussed cloud storage options at significant cost. It was resolved to purchase a high-capacity memory stick or similar external hard drive. **Action:** *Clerk to purchase*  
d) Planning enforcement: VP advised there are still caravans and or rubbish in the wood re EN/23/00593. **Action:** *VP to investigate and report back to clerk for possible further action by BMSDC or landowner*  
e) Other planning matters for information: Clerk gave an update on the proposed changes to Listed Building Consent designed to make it easier for householders to improve the thermal efficiency of windows in Grade II listed buildings. NSIP map distributed of all projects in Suffolk included the numerous non-NSIP solar farms.

- 06.12.10 **Finance:**  
a) Payments totalling £13498.53 approved and signed by Cllrs Bremner and Collins, viewable on website. Note £5K transferred from Savings Account into Current Account to facilitate these and future payments.  
b) Receipts: £65 cemetery donation; £300 cemetery fees.  
c) Bank reconciliation for the period to 31 May 2025 approved and signed by Cllr Pudney.
- 06.12.11 **Palgrave School:** No update, WC advised next meeting early July. Approved supplier not confirmed to the SLG (Clerk to ask AW). No further update re school parking project, awaiting start date of use of parking permits by the school so the PDCC can be updated. Final questionnaire still outstanding. **Action:** RF to finalise
- 06.12.12 **P.D.C.C:** SH advised PDCC very active. Fete on 22 June - all welcome to attend. Looking at funding for patio area.
- 06.12.13 **D D N P:** No update. Next meeting is next week. DB can now attend the In Person meeting in July. **Action:** Clerk to confirm meeting details to DB
- 06.12.14 **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 delayed. (ii) Environment agency dealing with the Crossing Road drain. (iii) Hedges outside 2 homes are causing obstruction over the pavements, one of which is approx. 4' over the boundary. **Action:** Clerk to write to each asking them to trim back  
b) Speeding and associated matters: Complaint from a resident about the cost of the 20mph project. Initial cost paid today so we await a site meeting as next step. Hedge at Lion Road SID needs trimming. **Action:** RF to action  
c) The Green and pond updates: (i) The Green was cut lately when it should have been left. **Action:** RF to monitor more closely. (ii) Trees in pond – PD was unable to move them. **Action:** Clerk to ask David Mortlock if he can remove them or alternatively ask Garnham Trees for advice. (iii) Clerk still to update the pond risk assessment (iv) Trees on the Green – all epicormic growth now trimmed and work complete. Tree assessment needs to be carried out this year as 2 years since full report. Quote received and work approved. **Action:** Clerk to arrange and draft a Tree Risk Management Policy as well as an accompanying Tree Risk Management Report  
d) Other Open Spaces: Himalayan Balsam still growing near The Spinney and in the water routes nearby. Chair confirmed it's easily dealt with by breaking it off above the roots. **Action:** Clerk to expedite with Giles West and David Mortlock. Priory Wood: A householder is dumping their fir tree waste into the wood. **Action:** Clerk to inspect and send letter to householder  
e) Churchyard & Cemetery: Churchyard outside wall needs weeding. **Action:** WC volunteered to do Cemetery clean up morning – only 1 volunteer to date. VP can help 19/20 June. **Action:** Clerk to enquire with Cemetery committee if date feasible. Note broken bench removed, plaque not saved. PC resolved to replace the bench and a new plaque. Cemetery committee to discuss in September. **Action:** Clerk to make contact with bench originator asap.  
f) Village sign stand: None of the contacts made have had a look at the stand. One quote received over and above the initial quote from Simon Goater. The PC approved the quote of 268 for work to commence asap. Pride in Your Place Grant already received to cover the work.  
g) Grade II Listed BT Kiosk – Clerk gave update on response from BMSDC Heritage team: The red colour is an iconic feature, so cannot be changed. Altering the glazing is unlikely to be harmful so may be acceptable provided colours complement and enhance the appearance of the kiosk. Listed Building Consent is a free application. PC discussed proposals to date. It was agreed to ask the school's Key Stage 2 children to get involved with the project, designing images of Palgrave through their eyes for the 24 larger panes over 3 sides. Endeavour to get the images etched / stencilled onto the glass. Possibly acrylic paints. Concept is to marry 2 generations who will never have used a phone box with those who have. **Action:** Clerk to update the 2 other interested people, contact the school and DB to enquire to glass etchers. Door will need replacing. Clerk to start looking at costs for the Pride in Your Place grant
- 06.12.15 Correspondence: New Mayor elected in Diss. Major breakthrough that future remote / hybrid meetings and proxy voting for Parish Councils will be legislated on when parliamentary time allows.
- 06.12.16 **Motion under the Public Bodies** (admission to meetings) Act 1960 – Nothing to report.

**Date of next meeting** – Thursday 10 July 2025 at 7.30pm.

The meeting closed at 9.30 pm.

Caroline Emeny (Clerk to Palgrave Parish Council)

#### FINANCIAL REPORT – 31 May 2025

Current account Unity Trust Bank Account No. .... Sort code .....Statement no's 075 & 028 dd 31/5/2025

Current account statement balance	£ 12,155.81
Savings Account statement balance	£ 44,668.68
Overall Total Reconciles with Accounts Balance As Per Spreadsheet	£ 56,824.49