

**Minutes of the Parish Council Meeting held on Thursday
12 March 2026 at 7.30 pm in the Community Centre**

clerk@palgrave-pc.gov.uk

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

Also in attendance: The Clerk. District Cllr Weller for some of the meeting. No members of the public.

- 03.12.01 **Chair's Welcome:** The Chair welcomed everyone to the meeting which was not being recorded.
- 03.12.02 **Apologies for Absence:** Apologies accepted with consent from Cllr Hollowday (SH).
- 03.12.03 **Vacancies and Co-Option** of Councillors: There are currently 4 vacancies on the Parish Council. See item 03.12.09 (b) below for further information.
- 03.12.04 **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.
- 03.12.05 **Minutes:** The minutes of the meeting of 12 February 2026 were approved and signed by the Chair.
- 03.12.06 **Matters arising:** There were no outstanding matters arising
- 03.12.07 **Reports for Information:** Reports from both County Cllr Fleming (JF) and District Cllr Weller (TW) received and distributed. Dist. Cllr Weller reviewed his report in detail, including the Mid Suffolk Budget.
- 03.12.08 **Public Forum:** No members of the public present and no issues to report.
- 03.12.09 **Statutory Business and General Governance:**
- a) The following policies were reviewed, updated and approved en bloc: Anti-Harassment and Bullying; Risk Assessments (financial and assets); Asset Register. PC will undertake the Internal Control review.
 - b) Community Governance Review (CGR): BMSDC suggest reducing the number of Councillors from 11 to 9, not 10 as initially requested, in order for them to approve it. This would mean a quorum of 3. Awaiting final outcome.
 - c) The following consultations and updates were discussed: (i) No update re Norwich to Tilbury Pylon scheme. (ii) Devolution and LGR no further updates. (iii) Sustainability Appraisal Scoping Report for the BMSDC Joint Local Plan Review. It was agreed PC would review on behalf of the Parish Council for possible comments. **Action:** PC to review and report back to Clerk
- 03.12.10 **To consider matters relating to planning for Palgrave -**
- a) There were no Planning Applications to consider.
 - b) There were no Planning Determination received.
 - c) Solar Farms update: **Grange Farm** – detailed update distributed from the Liaison Group Chair. Discharge of Condition 17 – Colour Scheme in terms of all buildings and structures on site. Request for another Councillor to join the PLG due to the departure of M Wheele. PC agreed to be a member.
 - d) Planning enforcement issues: No updates.
 - e) Other planning matters for information: DC/26/00492 Fell and remove two Oak Trees subject to a TPO @ 4 Burlington Close was approved by the Chair and Clerk under delegated powers due to possible building damage.
- 03.12.11 **Finance:**
- a) Payments totalling £1865.61 approved, signed by PC and KC, viewable on website.
 - b) Receipts to note; £65 regular cemetery donation; £410 Cemetery Fees
 - c) Bank reconciliation to 28 February 2026 approved and signed by EC. Up to date accounts noted. Noted that the current account balance is extremely low but the Precept, usually received mid April, will restore a healthy balance thereby ruling out the need for an internal transfer of funds from the savings account.
 - d) VAT refund of £1126.43 received.
 - e) Thanks received from all recipients of our S137 annual donations.
 - f) Street Light energy and maintenance estimate received for £601.26 plus vat. In line with our estimated predictions when we agreed to upgrade the lights to cheaper LED bulbs.
- 03.12.12 **Palgrave School** – No update to report. PC awaiting written advice from a Greenkeeper re the play area.
Action: PC to forward advice once received
- 03.12.13 **P.D.C.C:** no update
- 03.12.14 **D.D.N.P:** Clerk has made contact and will attend online meeting 25 March at 7pm. Updated summary sent to all.

- 03.12.15 **To consider matters and any actions required for those relating to the Community of Palgrave -**
- a) Highways & road related issues; (i) Crossing Road flooding past railway – Clerk has expedited with local farmer again for resolution. Flags on lampposts at Forge Close – further complaint received. Already reported vigorously to SCC. It should be noted that the Parish Council have no powers to take any action in this regard.
 - b) Speeding and associated matters: 20mph project: Update received as follows: *“Preparing the TRO Decision Report which will be ready for review on the 23 March and expect it to be approved. Will be able to share the construction drawings with the Parish Council by end March, the construction estimate should be available approx. 2 weeks later. If the parish agree with the final design, we will be looking to order the scheme soon after, our contractor will then have a maximum of 14 weeks to implement the scheme on-site.”*
ANPR camera report- current schedule completes at the end of March. Report will be issued once all data reviewed some time after that.
Lorrywatch – Clerk provided update on the scheme which can operate with a minimum of volunteers, unlike the 6 minimum required for a Speedwatch scheme. Clerk to include details in The Star.
 - c) The Green: Metal Tree Guards installed around the two oak saplings on The Green. Thanks to Heribert and Keith for their help with the installation.
New Year fireworks missed off earlier minutes – there was a flurry of social media activity at the time regarding distressed dogs etc. It should be noted that fireworks are not allowed on The Green as we are not insured for such activity.
 - d) Other Open Spaces: Bird boxes with PC for putting up in Priory Wood. Help requested from local farmer for use of his cherry picker to assist with the installation.
FP sign off Millway Lane blocking access for farmer - it transpires this sign was moved about 8 feet from its original location by the solar construction crew not by PROW. **Action:** Clerk to advise farmer
MSDC land on the right at the Diss end of Lows footpath – TW advised Waveney Wildlife Trust are looking for volunteers to help with this piece of land.
Grass cutting- **Action:** RF to contact Excite to do final cuts before contract expires, to include weedkiller in the cemetery car park
Blocked ditch running on the left of the Lows Lane footpath – Clerk to contact farmer and review previous advice from PROW in this regard. It was noted the PC have spent £1000s on this over the past few years as well as the work done by the Working Party under Heribert’s stewardship, much to no avail.
 - e) Priory Wood: Clerk contacted adjacent landowner and BMSDC about the future of the wood. Awaiting response from both parties.
 - f) Cemetery and Churchyard – update received from earlier meeting. See separate draft minutes. Regulations and Notice of Internment documents reviewed by Cemetery committee and approved by the PC. Compost bin in cemetery car park not working well. **Action:** PC will have a look at it
- 03.12.16 **Out of the Box -** Various resources ordered. School is on board so work will begin with them post Easter. Need to remove the glass panes before then. Clerk will advertise Wednesday 1 April 10.30 am onwards for help to assist with this and apply the first coat of paint stripper. It will not happen without volunteers. **Action:** Clerk to put a sign up advising the public not to touch once the paint stripper is applied. To enquire if anyone has tape we can put around the box at that time to keep the public away
- 03.12.17 **Litter Pick Saturday 18 April 10 – 12 noon** – VP has the laminated routes. Clerk will attend. Volunteers needed.
- 03.12.18 **Correspondence:** All correspondence distributed.
- 03.12.19 **Motion under the Public Bodies** (admission to meetings) Act 1960 – Nothing to report.

Date of next meeting – Thursday 9 April at 7.30pm.

The meeting closed at 21.30 hours.

Caroline Emeny (Clerk to Palgrave Parish Council)

FINANCIAL REPORT – 28 February 2026

Current account Unity Trust Bank Account No. Sort codeStatement no’s 084 & 037 dd 28/2/2026

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|---|-------------|
| Current account statement balance | £ 1,410.14 |
| Savings Account statement balance | £ 45,436.21 |
| Overall Total Reconciles with Accounts Balance As Per Spreadsheet | £ 46,846.35 |