



palgravepc@gmail.com

The Parish Councillors of PALGRAVE PARISH COUNCIL are summoned to a Parish Council Meeting to be held in the Community Centre lounge on Thursday 14 March 2024 at 7.30pm

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

The meeting is open to members of the public to attend in person. Members of the public not wishing to attend in person may submit written representations on issues to be covered in the agenda or items in general which will be noted for further consideration. This item will be limited to 15 minutes duration but may be extended at the discretion of the Chair Person.

Members of the public may still attend virtually if this is their preferred option. If you would like to join remotely, please advise the clerk at least 3 working days in advance so the link can be set up and confirmed.

AGENDA

- 03.14.01 **Chair's welcome** including the noting of the Audio Meeting Protocol if applicable
- 03.14.02 **Apologies** – a) Council to receive apologies for absence
b) Council to consent to accept apologies received
- 03.14.03 **Declarations** of Office and Declarations of Pecuniary and local non-pecuniary Interests and dispensations:
1. To receive Members' declarations of pecuniary and non-pecuniary interests and to consider any requests for dispensations.
2. Members to be reminded of their obligations under the Code of Conduct. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.
- 03.14.04 **To receive and consider the minutes** of the meeting of 8 February 2024 (previously circulated)
- 03.14.05 **Matters arising** from the minutes of those meetings not covered elsewhere on this agenda
- 03.14.06 **Reports for Information** - to receive written reports for information only:
▪ Report from County Councillor Jessica Fleming
▪ Report from District Councillor Tim Weller
- 03.14.07 **Public Forum** -
Members of the public may give their views on issues on this agenda, or raise issues for future consideration, at the discretion of the Chairman. They may speak for up to 3 mins and the session will last no longer than 15 minutes. Members of the public may not take part in the Committee meeting itself
- 03.14.08 **Statutory Business and General Governance** –
a) To review / approve the following annual policies / documents : Standing Orders; Financial Regulations; Risk Assessment ; Internal Control; Effectiveness of the Internal Audit; Asset Register; General Reserve
b) To approve the Internal Auditor for financial year ending 31 March 2024
c) Vacancies : Note there are currently 2 vacancies on the PC which can both be co-opted
d) Consultations: Suffolk Devolution to note public consultation open 18/3 – 26/5/24
Receipt of Greater Norwich Local Plan Inspector's Report
- 03.14.09 **To consider matters relating to planning for Palgrave** -
a) The following Applications to be considered by the Parish Council, full details of the applications listed below are available to view online by visiting:
<https://planning.baberghmidsuffolk.gov.uk/online-applications/>
DC/24/01132: Works to Trees in a Conservation area @ Paddockside, 1 The Paddocks, The Green
DC/24/00518: Change of use of building from residential institution (C2/C2A) to house of multiple occupation (HMO) @ St Johns House, Lion Road
b) Any Planning Determinations received from BMSDC:
DC/24/00492: Works to Trees protected by a TPO in a Conservation area @15 Blands Farm Close
DC/24/00493: Works to Trees protected by a TPO @14 Blands Farm Close
Dc/24/00016: Works to Trees in a Conservation area @ 7 Church Farm Close
All the above three applications granted by MSDC.
c) Pace Parish Liaison Group - Any updates of note
d) Planning enforcement response updates
e) Any other planning matters for information only

- 03.14.10 **Finance -**
- a) To approve the payments to be made and any payments made since the last meeting
 - b) To note any receipts
 - c) To approve the Bank Reconciliation dated 29 February 2024
 - d) To note the accounts ending 29 February
 - e) To review purchasing of Christmas lights for The Green
- 03.14.11 **To consider matters and any actions required for those relating to the Community of Palgrave –**
- a) Highways, speeding and road related issues including road verges, kerbs and signage
 - b) Update re SIDs and any speeding related issues
 - c) The Green and Pond – update and any required decisions re protection / maintenance tasks; Notices request ; Parking during event weekends; Wayleave Agreements
 - d) Other Open Spaces including footpaths, ditches, grass cutting, hedges, Priory Wood, The Spinney.
 - e) Churchyard and Cemetery including update from earlier meeting and any decisions to be approved
 - f) Litter pick update and confirmation of tasks
 - g) Street Lighting – to discuss / approve any decisions to reduce the annual bill
 - h) Bus Shelter update and to approve any decisions to be made
 - i) Update re Defibrillator training
 - j) Lights at Lower Rose Lane storage facility as queried at the last meeting
- 03.14.12 **Correspondence**
- 03.14.13 **Motion under the Public Bodies** (admission to meetings) Act 1960 to exclude the public and press for discussions regarding personnel where publicity might be prejudicial to the special nature of the business

Date of next meeting: Thursday 11 April 2024 at 7.30pm in the PDCC lounge.

Signed: *Caroline Emeny*, Clerk and Responsible Financial Officer, Palgrave Parish Council.

Email: palgravepc@gmail.com.

Dated: 8th March 2024