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MINUTES OF MEETING held at Palgrave Community Centre at 7.30 pm on Thursday 8 August 2019

Present: Cllr Brown, Cllr Collins, Cllr Cooper, Cllr Long, and Cllr Weston.

Also in attendance: County Councillor Fleming and District Cllr Burn for the majority of the meeting; one member of the public

08.08.01 Apologies for Absence

Apologies were received and accepted from Cllr Cousins-Clarke and Cllr Sneddon.

08.08.02 Declarations of Interest and Dispensations

08.08.02.1 Members were reminded of their obligations under the Suffolk Code of Conduct including the Nolan Principles of Public Office.

08.08.02.2 There were no declarations of pecuniary or non-pecuniary interests and no requests for dispensations.

08.08.03 Councillor Vacancies and Elections

It was noted there are still 4 vacancies on the parish council.

08.08.04 Public Forum

08.08.04.1 As this was an extra meeting County Cllr Fleming had nothing to report other than Highways which is minuted under 08.08.06 below.

District Councillor David Burn reminded everyone of the Joint local Plan consultation dates. He reported that BMSDC set up a joint company called CIFCO to manage their investments and this had returned a £1.4M in cash over the last year, equating to a 6% return on investment. Information about CIFCO is available on the following [page](#) on the BMSDC website. He reported that BMSDC had declared a climate change emergency which was adopted at a recent meeting, having been proposed by Cllr Fleming, and is part of a greater global movement. All local authorities in Suffolk have signed up to it and will all feed into each other to achieve the best outcomes in terms of planning, transport, emissions etc. A wildlife motion has also been adopted, aimed at protecting Suffolk's wildlife corridors.

08.08.04.2 A member of the public was in attendance to better understand the planning decisions made.

08.08.05 Minutes of the Previous Meetings

08.08.05.1 The minutes of the meeting of 10 July were approved and signed.

08.08.05.2 Matters arising not covered elsewhere on the agenda will be discussed at the next full meeting of the Parish Council. This meeting has a limited agenda due to it being an extraordinary meeting.

08.08.06 Suffolk Highways Meeting and Road Related Issues

08.08.06.1 Notes of the meeting with Highways on 23 July have previously been issued for reference. Formal approval is required by the Parish Council before officially responding to Highways. The Clerk is to contact previous correspondents in the village to gain their approval on the suggestions. A communications effort is required via The Palgrave Star and at the meeting on 22 August to engage with residents to gain their backing for the proposals. A copy of the notes of the meeting is attached as an appendix to these minutes with required actions. Each point from those notes is dealt with individually as follows: -

1. Access Only Road – Parish Council voted unanimously in favour of a No Entry at the North end of the Access Road with a small build out, and an additional white H-bar for school access.
2. 30mph extensions – Parish Council voted unanimously in favour of 40mph buffer zones at both ends of Lion Road as suggested by Highways. Additional information regarding speeds to be provided to Highways.
3. Lion Road bend near St John's House - Parish Council voted unanimously in favour of additional signage to emphasise the bend. Note an accident over the weekend took out a lot of the signs. Clerk to include photos of this most recent accident when writing to David Chenery at Highways. Note post meeting this has been done as a matter of urgency as it is not included in the overall TRO.

4. Crossing Road 7.5T limit - Parish Council voted unanimously in favour of restricting this road to vehicles under 7.5T. Caution was advised by Highways on this item but the PC are confident it will be adopted. Cllr Brown to provide the clerk with a list of the regular lorries using this route and we can review old data including old speed measures. It was known that Star Transport and Bacton Transport were 2 users.
 5. Lion Rd / Priory Rd Crossing – no further action at this stage.
 6. White lines re-instating on various roads – As many roads will be resurfaced shortly, white lining should automatically follow as a result, it was agreed to pend this until all forthcoming works are completed.
 7. Zig-Zag hatching on Priory Road side of school – it was agreed to await further information from SCC Councillor Mary Evans regarding the countrywide TRO and the question over new signage. County Cllr Fleming agreed to expedite this with Cllr Evans. Regarding the Junior Road Safety Officer scheme as detailed in the notes, the school are currently on summer holidays so Cllr Cooper will discuss with them in September.
 8. Denmark Hill pedestrian safety - Parish Council voted unanimously in favour of additional signage to warn drivers of pedestrians in the road.
- All other points are minor being dealt with by the clerk.

It was agreed that individual emails of support are required from Cllr Burn, Cllr Fleming, and Patrick Harrington on behalf of the school. Both Cllr Burn and Cllr Fleming confirmed they can assist with some funding towards the cost of the TRO etc. It was also agreed that we will ask Highways for advice post-meeting on the agreed decisions. A design estimate is also required from them before works commence.

08.08.06.2 SIDs – the clerk confirmed she had received a 3rd set of prices from a UK based company which appeared very reasonable. It was unanimously agreed to retract the previous vote to order the SIDs as minuted under 07.10.06.2 of 10 July 2019 because of the potential cost savings that could be made. The Clerk is to get like for like comparisons so a considered decision can be made at the next meeting with recommendations and approval from Suffolk Highways Speed and Safety Team.

Action: Multiple actions for the clerk re all the above, action item 4 Cllr Brown, action item 7 Cllr Cooper

08.08.06.3 There were no other Highways or road related issues for discussion.

08.08.07 Planning

08.08.07.1 The following planning applications were discussed:

Ref	Location	Details
DC/19/03576	Land opposite Home Cottage, Lows Lane	Erection of 1 x 2-storey dwelling (original refused application DC/19/01424)

Determination: The pre-planning advice was looked into in more detail for this application which was previously supported by the PC on the proviso that it was a small cottage style house. The PC still **supports** a dwelling being built on the land but note that the preplanning advice recommended a single-storey L-shaped dwelling limited in size and overall space in terms of the overall site.

DC/19/03456	Land at Lower Rose Lane	Change of use of land for the siting of up to 55 storage containers (re-submission of refused application DC/19/00932)
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Determination: The revised application still has questions over the visibility splay and the Parish Council therefore objects to the application on the grounds of safety. Concerns over lighting, outdoor use and hours of business were also raised as issues if approval is given by MSDC.

DC/19/02732	Weavers Mark, The Green	Listed building consent to replace single glazed window units
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Determination: The Parish Council support this application.

08.08.07.2 The following planning determinations were noted:

Ref	Location	Details	Determination
DC/19/00521	Yew Tree, Lows Lane	Erection of rear extension & insertion of windows	Planning Permission granted
DC/19/01926	Sarum, Lion Road	Erection of 2-storey side extension	Planning Permission granted
DC/19/02513	Kyloe, Priory Road	Erection of sunroom & relocation of vehicular access	Planning Permission granted

08.08.07.3 There were no other planning matters that required urgent attention or for information.

08.08.08 Public Meeting 22 August – E-Shot to be prepared for the meeting. Banner to be looked into by Cllr Weston with local company. Clerk to seek approval from the church regarding siting of the banner on the church wall to advertise the meeting. Cllr Weston to liaise with Cllr Burn and Cllr Cousins-Clarke as to the exact arrangements regarding this meeting.

Action: Clerk to email church, eshot to be prepared, and Cllr Weston to get banner quote

08.08.09 Financial Matters

08.08.09.1 The following payments were approved:

Amount	Payee	Details	Cheque No.
£51.13	Caroline Emeny	Clerks Expenses	000214
£440.00 & vat	Excite Solutions	Grass Cutting 1 x cut July	000215
£210.00 & vat	M S D C	Dog bin emptying	000216
£110.78 & vat	M S D C	Parish Election recharges	000216
£10.67 & vat	S A L C	1/3 Planning course cost for clerk	000217

08.08.09.2 To note £130 Cemetery income received.

08.08.10 Correspondence - The following items of correspondence were noted and actions where appropriate:

Date Rec'd	From	Details	Fwd
31/7	SALC	Governance and constitution review -for online comments	Individual PCs to comment online
24/7	SCC	Better Broadband for Suffolk	To note and on website
29/7	Huntingfield P C	Shared training for councillors	No -one participating
11/7	SCC	Suffolk's Green Access Strategy Consultation	To note

08.08.11 Palgrave Star – suggested content for next article: more details regarding the SIDs and what we might be able to achieve as a result of the Highways meeting.

08.08.12 Matters for information

The Clerk enquired with Cllr Brown when the next grass cut will be carried out. It was confirmed this has been put back to w/c 12/8 at the earliest. Cllr Brown confirmed he is monitoring the cutting. There were no other urgent matters brought by the Chairman, Councillors or Clerk

08.08.13 Date of next meeting – The next meeting of the Parish Council is on Thursday 12 September 2019, 7.30pm at Palgrave Community Centre.

The meeting closed at 21.20 hours