



palgravepc@gmail.com

Minutes of a Meeting held on Thursday 11 February 2021 at 7.30 pm by Video / Audio Conference

Present: Cllr Weston (Chair), Cllrs Bremner, Collins, Cooper, Dingle, Fausset, Forster, Prendergast, Pudney and Shirley-Smith.

Also in attendance: District Cllr Burn for some or most of the meeting, and the clerk, Mrs C Emeny.

- 02.11.01 Opening** – The Chair welcomed everyone to the meeting and confirmed it was not being recorded.
- 02.11.02 Apologies** – Cllr Sneddon had technical difficulties joining by phone despite repeated attempts.
- 02.11.03 Declarations of Interest and Dispensations** – Cllr Bremner declared a pecuniary interest in planning application DC/21/00282 listed for discussion. There were no other declarations or dispensations. Councillors were reminded of their obligations under the Suffolk Code of Conduct.
- 02.11.04 Minutes of the Previous Meetings** – The minutes of the meeting of 14 January 2021 were approved and signed by the Chair for sending to the Clerk.
- 02.11.05 Matters arising not covered elsewhere on agenda** – There was only one matter arising being an additional dog waste bin as minuted under 01.14.20. After discussion it was unanimously agreed not to purchase another bin. It was felt that parishioners who do not currently use the dog bins already scattered across the village, and it was agreed there were sufficient, will not use a new bin either.
- 02.11.06 Public Forum**
- County Cllr Fleming was unavailable with no report received.
 - District Cllr Burn did not have much to report except that the refuse collection service had been severely affected by staff illnesses so still a limited service with brown bins not yet re-instated.
 - Members of the public – there was no-one present to raise any questions.
 - Members of the public not present – no questions have been submitted to the clerk.
- 01.14.07 To consider matters relating to planning for Palgrave** –
- a) The following planning applications were discussed:
- DC/21/00282:** Erection of agricultural barn and field shelter @ Elm Vale Cottage, Denmark hill. Note Cllr Bremner temporarily left the meeting whilst this was debated. The Parish Council voted unanimously to approve this application.
- DC/20/05810:** Variation of condition 2 to allow Plot 1 to include a sunroom @ Land to the East of Priory Rd. The Parish Council unanimously agreed to issue a No Comment on this application.
- b) To note the following planning applications determined by the local planning authority:
- DC/20/05532** Notification of Works to Trees in a Conservation Area and protected by a preservation order @ Land at Pond and The Green – Planning permission granted. Note the Working Party have come to a verbal agreement with the contractor in terms of the severity of the work to be carried out, which they will try and obtain in writing as well. This led to a discussion about management of The Green which is minuted under item 02.11.10 for the sake of uniformity.
- DC/20/04370:** Use of land for the siting of a double mobile home as permanent residence @ Plot 6, The Woodyard, Upper Rose Lane – Planning permission refused on various grounds as detailed by the Clerk.
- DC/21/00186:** Non-material amendment approval notified to us re use of blend bricks, panne tiles and colour of paint used @Land to the south of Kyloe, Priory Road.
- c) EN/21/00059 enforcement reference re the new vehicle access created on Ling Rd was discussed. No further update received on this from the enforcement team.
- Action:** District Cllr Burn to expedite this on our behalf and advise
- 02.11.08 Suffolk Highways (SH), Speeding and Road Related Issues -**
- a) Updates are as follows:- 40 mph Buffer Zones – the draft order published end January. The contractor will have 14 weeks to complete the work once the job pack and construction is ordered.

Weight restriction on Priory Rd and Crossing Rd – the consultation was issued on 25 Jan so awaiting responses within the time limit.

Lion Road additional chevrons – Awaiting issue of the construction order whereby operations have 14 weeks to complete the work.

The Access Road - Design completed. Awaiting the development checks to be completed by the Operations and Commercial Team before the construction work is ordered, after which operations have 14 weeks to deliver the work.

b) SIDs update - The SID post in Denmark Hill has been successfully re-sited. The Clerk confirmed we have 2 SID volunteers awaiting training but this is deferred until it is safe to do so.

The Clerk requested a speed check via our local police officer who came to the village on 2 consecutive Fridays and issued both warning notifications and a fixed penalty notice. He advised that it may be the time to re-instate the speed watch team, confirming the scheme was now better supported due to a shake-up in the last 12 months.

Note the Chair has taken delivery of the 2 additional SID batteries and the battery charger. Cllr Fausset will have 1 battery. The remaining items to be held by the Chair until we can safely train our pending volunteers.

Action: Chair to deliver 1 battery to Cllr Fausset. Clerk to ask Cllr Sneddon to notify us when the Lion Rd SID battery needs replacing

c) There were no other Highways issues for discussion not minuted elsewhere.

02.11.09 Ditches, grass, hedges and footpaths – A discussion followed regarding the ditches on Denmark Hill near Elm Vale which suffers from severe flooding and a very large puddle that drivers swerve to avoid. It was noted that the farmer filled the ditch on one side of the road so there is nowhere for the water to escape. The ditch is blocked on the other side of the road. This problem has been reported in the past, with Suffolk Highways and the farmer apportioning blame to each other. It was recommended we approach the farmer to see if we can agree a suitable solution.

Action: Cllr Bremner to confirm farmer's contact details and the clerk to email him re any solution

02.11.10 Open Spaces and Village Green -

a) Cllr Shirley-Smith has identified the missing bollards on The Green and will mark up the map using the working party notes to assist with the agreed areas. A discussion ensued about climate change and management of The Green and whether there was a management plan in place. The Chair explained BMSDC's involvement and how we have been in contact with them re spare bollards, funding for new ones etc and the limited response.

Action: Clerk to ensure updated map received and sent to BMSDC and expedite any spare bollards etc to try and get this moving. We may be able to apply for CIL funding if we obtain suitable quotes in time for the latest round of bids. Cllr Shirley-Smith to advise the exact number of bollards required

b) Cllr Pudney advised there was still fly tipping near St Johns.

Action: The Clerk will check this out when in the village next week and report if necessary

c) Cllr Dingle confirmed the trees she ordered will be delivered next week and may require volunteers to help plant them.

02.11.11 Quiet Lanes (QLS) initiative update – Palgrave is in Phase 2 Wave 1 meaning that the statutory notices must be up and on our website by 22 February. Wortham withdrew from the project meaning Millway Lane can only be listed as far the Wortham border. Priory Road was not accepted as suitable.

Action: Cllr Fausset to leaflet the affected houses. Clerk to do the road notices and website

02.11.12 Cemetery and Churchyard – Three quotes are being sought to either repair or replace the cemetery gates and gate posts. The Clerk updated everyone on the first quote received to date.

The holes in the churchyard wall are still o/s due to the bad weather.

Action: The Clerk to ensure churchyard wall repairs are carried out when the weather permits

02.11.13 Spring Litter Pick – Date suggested as Sunday 21 or 28 March. Cllr Forster expressed interest in getting involved in this initiative.

Action: Article required in the Palgrave Star once date agreed. Clerk to check with previous organisers whether they still wish to be involved or not and take appropriate action, response dependant

02.11.14 Parish Infrastructure Investment Plan (PIIP) –

Update on the Lows Ditch project – the Clerk advised that the ditch dig out is delayed due to the extreme weather. The contractor has been in touch several times in this regard and will start work asap.

Bench on the Lows – The Chair produced an image of the proposed bench in situ for all to consider. It was agreed the bench should have a backrest for comfort and should face The Lows towards Diss. It was suggested that grasscrete might be the most suitable product to site the bench on which provides a hard standing and allows the grass to grow through.

Action: Chair to draw up revised job specification in order to obtain quotes

02.11.15 The Palgrave Community Support Group (PCSG) – The PCSG is still on call with volunteers available.

02.11.16 Reports from PC representatives on outside bodies -

a) Diss and District Neighbourhood Plan (DDNP) update – Cllr Dingle confirmed two reports published being the Aecom site options and assessment report and results are in regarding the 2nd consultation. The Plan should be finalised within the next 8 weeks. The woods on Priory Road within the 2nd consultation are not being designated as a local Green space. There was a positive discussion around climate change and flooding following the recent flood issues. It was agreed that climate change should be specifically mentioned within the plan. The Group continue to review the sections of the plan prior to the draft plan being made available in the next few months.

02.11.17 General Governance –

The revised Cemetery Terms of Reference was approved and adopted by the Parish Council.

02.11.18 Finance

a) The following payments were approved for paying online by bank transfer:

£ 863.42	Caroline Emeny	Clerks remuneration and holiday pay
£ 70.50	Caroline Emeny	Clerks expenses incl. laptop smart performance upgrade
£ 45.00	J Whistlecraft	Cemetery expenses 2020
£ 318.60	T W M Traffic Control	SID spare batteries and battery charger
£ 44.74	H M R C	PAYE / NIC

The 2 Councillors to sign the Monthly Schedule of Payments re the above were agreed as Cllrs Forster and Pudney.

b) No receipts to note but a vat claim of £1062.44 has been submitted which should be received soon.

c) The Financial report for the period ending 31/01/2021 was presented for approval. Cllr Pudney agreed to sign the document.

d) The Chair to sign authorisation slip 001 for payment to K Buck £65.00 since last meeting budget.

Action: Clerk to arrange remote signatures asap of documents listed under a, c and d above

02.11.19 Clerks Report –

The clerk reported it remains busy with hours fully utilised each month. Monthly Clerk networking event being attended next week. These are a good opportunity to discuss any particular issues with other clerks and SALC. Thanks have been received from all the charity donations made last month. To receive items of correspondence for noting only – it was confirmed that all relevant emails had been passed onto Councillors where applicable.

02.11.20 Palgrave Star – it was agreed to include green issues in the next edition of the Star celebrating what is available in the village and is being enhanced by the PC. This led to a discussion about the environment and what we should be doing with that in mind.

Action: Cllr Shirley-Smith to draft some content for the clerk in regard to the environment

02.11.21 Matters for information -

There were no matters for consideration.

02.11.22 Date of next meeting – The next meeting of the Parish Council will take place at 7.30pm on Thursday 11 March 2021 at 7.30pm via video / audio conferencing as previous.

There being no other business the meeting was closed at 9.40 pm.

FINANCIAL REPORT – 31 January 2021

Current account Unity Trust Bank Account No. Sort codeStatement Number 008 dd 31/01/2021

	Bank statement balance	£47,349.86
	No payments outstanding	
	RECONCILES WITH ACCOUNTS BALANCE AS PER SPREADSHEET	£47,349.86