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Minutes of a Meeting held on Thursday 14 October 2021 at 7.30 pm in the Community Centre

Present: Cllrs Bremner, Collins, Cooper, Forster, Pudney, Shirley-Smith, Sneddon and Weston.

Also in attendance: The clerk, and 2 members of the public; no persons of the public remotely.

10.14.01 Chair's Welcome - The Chair welcomed everyone to the meeting.

10.14.02 Apologies - Apologies were received and accepted from Cllrs Dingle, and Prendergast. Ongoing apologies were accepted in advance from Cllr Fausset due to self-isolating for a sustained period which may last longer than 6 months. Post meeting apologies were received from County Cllr Fleming and District Councillor Burn; both were unwell.

10.14.03 Declarations of Interest and Dispensations - There were no declarations of pecuniary or non-pecuniary interest declared. Councillors were reminded of their obligations under the Suffolk Code of Conduct and the Nolan principles.

10.14.04 Minutes of the Previous Meeting - The minutes of the meeting of 8 September 2021 were approved and signed by the Chair.

10.14.05 Matters arising not covered elsewhere on agenda - There were no outstanding matters not covered elsewhere on the agenda.

10.14.06 Public Forum - to receive reports for information

- County Councillor Fleming's report was received post meeting and sent to all with apologies.
- District Councillor David Burn confirmed post meeting he had nothing to report.
- Report from the PDCC – a report, already circulated, is included in full at the end of these minutes.
- Members of the public present – one member of the public was there in regard to a planning application to be discussed. There were no questions from the other member of the public present.
- Members of the public not present – the clerk had received several complaints about bonfires near thatched houses in the village.

***Action:** Clerk to suggest the resident contacts the fire brigade in future who will deal with any concerns in the correct manner*

10.14.07 Planning Matters relating to Planning -

a) The following planning applications were discussed:

DC/21/05284: Erection of an orangery and studio, erection of first floor extension over garage with rear dormer and extend to front to create utility area and extended garage @ 3 Priory Close. The householder was present and confirmed the details of the application. The PC voted unanimously to approve the above application, noting there was one objection, stating they do not believe any properties would be overlooked by the proposals.

DC/21/04920: Erection of a double garage @ Crest A Lea, Lion Road. The Parish Council voted by a majority to object to this application on the basis of visual amenity of the street scene which could set a dangerous precedent for wooden buildings to be built in front gardens along Lion Road.

b) To note any planning determinations received from the local planning authority:

DC/21/04736: Fell 1 x Eucalyptus tree @ The Old Guildhall, The Green

DC/21/04737: Fell 3 x Conifer trees @ West Side, The Green

DC/21/04735: Repollard 1x Lime. Fell 1x Cypress tree. Fell 1x Walnut tree. Fell 1x Holly tree @ 2 The Paddocks, The Green

All of the above have been approved with the comments 'BMSDC does not wish to object'.

DC/20/05763: 4 Off grid holiday homes @ Ling Rd – planning permission was refused.

DC/21/04750: Non material amendment @ Sarum, Lion Road – replacement cladding to original section of glazing – approval received from BMSDC.

DC/21/04308: Discharge of various conditions re DC/21/02413 @ The Nook, Priory Road – BMSDC approved discharge of various conditions.

i. DC/21/04512: Erection of two storey side with 1 dormer and single storey rear extension @ 18 Rose Lane Close

- ii. DC/21/04566: Erection of a rear garden room @ West Side, The Green
 - iii. DC/21/04270: Erection of a single storey rear extension @ Star Cottage, Ling Road
 - iv. DC/21/04114: Erection of a wooden carport on driveway @ Garden House, Millway Lane
- Planning permission granted for the above 4 applications.

c) Any other planning matters for information only- the following was approved under delegated powers: DC/21/05208: Works to trees @ 4 The Paddocks, The Green.

Enforcement ref EN/21/00059 re land next to Oak Tree, Ling Rd was expedited for a response to the enforcement officer. We are awaiting the outcome. **Action:** Clerk to send details of this to the member of the public who assisted with the 4 off-grid holiday homes application

10.14.08 PACE Solar Farm update

Cllr Weston produced an amended plan for discussion with Pace, removing some acreage from Millway Lane in order to reduce the visual effects of the proposed farm on this part of the village, which was the major concern raised at the drop in event. **Action:** Clerk to get amended plan from Cllr Weston. Letter to be drafted to PACE with all Councillors approval, suggesting the proposed changes

Community Benefit was also discussed. Their offer was rejected based on the information we have from a similar sized solar farm just approved in Suffolk. **Action:** Clerk to revert to Pace in this regard

Footpath (PROW) benefits were discussed. Pace's preference is not for a perimeter PROW, but one that goes vertically through the proposed farm north to south, as all footpaths would have to be deer fenced on either side as well as additional hedging for screening. No decision yet made in this regard.

10.14.09 Suffolk Highways (SH), Speeding and Road Related Issues -

a) The clerk confirmed there are no further updates since last month. Work is expected to be completed by the end of November on the two remaining projects.

b) SIDs update – one SID is being returned to the manufacturer as the bottom cabinet which holds the battery has a broken part which makes it very difficult to open and close.

A vehicle count is still required on Upper Rose Lane to confirm the data. **Action:** Cllr Collins to carry out two random vehicle counts, one west bound, one south bound over the next few weeks and report back. Cllr Collins also to advise the clerk when the battery is dead for that particular SID as agreed

c) Any other Highways business- A response was received from Highways re the missing surface dressing on Priory Rd stating that due to the building development, the surface has turning/stress movements and as there is a drainage issue on site, completion of the surface dressing will not be carried out until 2022 only once the drainage issue has been resolved.

The School sign on Priory Road is now facing the wrong way. **Action:** Clerk to raise complaint

10.14.10 Open Spaces / Village Green and the Environment

a) Update on the potential sale of The Green – the clerk confirmed our offer of £8K has been accepted. Birketts in Ipswich have been appointed as our solicitors to handle the sale. They have asked if we require all the local searches to be carried out as we could potentially save money if we choose not to. It was unanimously agreed by Councillors to include all searches in the sale. **Action:** Clerk to confirm

b) Parking on The Green – The Chair confirmed we have no authority to prevent people from parking on The Green, we can only encourage them not to do so. Cllr Shirley-Smith said it was everyone's collective responsibility to talk to residents about this issue in order for no individual Councillor to be targeted. **Action:** All Councillors to be more proactive, engage with residents about any parking issues on The Green

c) Any other issues re open spaces – The area around the Village Pond will be trimmed shortly, cost £120 plus vat: The lime trees bases near the notice board will be trimmed shortly and the canopy raised above the notice board, cost £160 plus vat. Both works approved under delegated powers.

Clerk has raised a query with Highways in regard to putting a kerb in between Richmond House / Mill House and the junction as minuted last month. We do not expect a quick response with a price from Highways but the Clerk will ensure it is not forgotten.

10.14.11 Ditches, grass, hedges and footpaths – The Clerk is awaiting a reply from PROW about taking over the Lows and Jobs Lane footpath cuts. She produced information received in 2018 in this regard.

Action: Clerk to revert to PROW offering to take on the cuts for £250 p.a.

Lows Bench area – it was agreed this needs regular trimming and must be on a rota basis. Cllr Forster agreed to trim the area the following day to begin the process. Next Councillor to be confirmed at the November meeting so this does not get so overgrown again. The area underneath the seat needs more work as it is infested with weeds. It was agreed that a concrete base with a ½ metre clearance all the way round the bench was needed, as the only way to prevent weeds growing underfoot.

Action: Cllr Bremner to ask his current builders if they can do the base whilst they are in Palgrave

Risk assessment and paperwork given to Cllr Sneddon in relation to the work of installing new plaques onto roadside PROW fingerposts and existing footpath posts.

Action: Statement saying the Risk Assessment has been read to be submitted by the Clerk. Clerk to enquire with PROW if they have a list of all the current signage positions and to revert to Cllr Sneddon

Note the new combination code for the bollard lock at the approach to the Lows footpath is still o/s.

Action: Clerk has expedited and awaiting the information

A footpath suggestion down Denmark Hill to Diss still outstanding from the last meeting.

Action: Clerk to expedite with Cllr Bremner

10.14.12 Cemetery and Churchyard- Trimming of the west and east sides of the Cemetery was approved at £240 and £60 each respectively, plus vat. This will allow time to get other quotations for a more detailed cut back of the west side in 2022.

10.14.13 Palgrave Past - The Clerk has received a body of work about Palgrave's past that the author would like to be put on our website. He also asked if we might find the money to have it printed in a pamphlet type format. It was agreed this was a very important document but needs a lot of work on it before either of the above can be done. It was agreed it needed to go to a copywriter or similar for formatting / editing / publishing purposes. The Clerk has a contact who may be able to help with the formatting, not the printing thereof.

Action: Clerk to make contact and also send to Cllrs Bremner and Shirley-Smith

10.14.14 Health and Wellbeing Services in N Suffolk /S Norfolk - The Clerk explained the request which is to support a consultation on the local services available to people, with apparently no commitment other than moral support.

Action: Cllr Bremner to look at the document request and revert back

10.14.15 Festival of Suffolk 2022 / Queen's Platinum Jubilee - Cllr Cooper confirmed there is a meeting on 1st November in regard to the above. Beacons were discussed which can be purchased for approx. £480 plus vat, noting a calor gas bottle would also be required.

10.14.16 D D N P update - Nothing further to update Councillors on.

10.14.17 General Governance- the Data Protection Policy was reviewed. The Clerk confirmed there were no changes to it. It was agreed that we work in a compliant manner and that it was effective.

10.14.18 Finance

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

£ 596.00	Caroline Emeny	Clerks remuneration
£ 37.50	Caroline Emeny	Clerks expenses
£ 122.74	Caroline Emeny	Cost of sending SID to manufacturer for repair / check and purchase of smaller padlocks for the SIDs
£ 544.80	Excite Solutions	Invoice 1681 re August grass cutting
£ 544.80	Excite Solutions	Invoice 1682 re September grass cutting
£ 60.00	Community Action Suffolk	Invoice 552331 re annual website fee
£ 15.00	P D C C	Invoice dd 1/10/21 re September hire
£ 60.00	J Whistlecraft	Cemetery maintenance and mower service

Cllrs Collins and Pudney signed the Monthly Schedule of Payments re the above payments.

The annual purchase of a Poppy Wreath was approved.

Action: Clerk to order for Cllr Sneddon

b) The following receipts were noted:

2nd Precept income of £8000.00; CIL income £5460.04; Cemetery £75.00

c) The Financial report / bank reconciliation for the period ending 30 September 2021 was presented for approval & signed by Cllr Forster.

To note the quarterly bank charges of £18 have been debited to our account in September

10.14.19 Correspondence - The clerk confirmed that all relevant correspondence has been previously circulated for information: Variety of emails regarding the current Coronavirus epidemic and the support available including regular updates from SALC, CAS and any urgent COVID related reports.

BMSDC Local Energy Showcase for Business on 21/10 and Communities on 22/10 at Wherstead Park,

Ipswich. For more information see <https://www.babergh.gov.uk/assets/Economic-Development/News-and-Events/Showcase-Local-Energy-for-Communities-3.pdf>

Tickets can be ordered via

<https://www.eventbrite.co.uk/e/local-energy-showcase-21-22-october-2021-tickets-163475761403>

Action: Clerk to resend *The River Waveney Flooding Briefing* to all incl. Cllr Sneddon hard copy

10.14.20 Palgrave Star – Suggestions The Green purchase, Highways projects, SIDs, community thanks, Lows Bench area, Pond trim, footpaths for the next content for The Star.

Date of next meeting – The next meeting of the Parish Council will take place at 7.30 pm on Thursday 11 November 2021 in the lounge of the PDCC.

The meeting closed at 09.20 pm.

FINANCIAL REPORT – 30 September 2021

Current account Unity Trust Bank Account No. Sort code Statement no. 019 dd 30/9/21

	Bank statement balance	£60,733.68
	No payments outstanding	
	RECONCILES WITH ACCOUNTS BALANCE AS PER SPREADSHEET	£60,733.68

Appendix: PDCC report to the Parish Council:

For the Parish Council meeting, 14 October 2021:

- Community Centre activities are well and truly back on track, the Centre had more than 70 bookings in September including regular classes, new activities and private hire.
- The second Cinema Evening since lockdown has been held and was fully booked.
- Palgrave Wanderers football teams (Saturday and Sunday Leagues) played several matches during September and won most of their matches.
- The “All Stars” children’s sports activities have resumed on a fortnightly basis. The activities are provided by the PDCC and are offered free to local children aged from five to twelve years of age who must be accompanied by an adult. The All Stars would welcome more volunteers to help out with the activities.
- The PDCC Trustees are keen to improve the Centre’s offer, particularly given that it is the only dedicated community facility in the village. We are currently developing a specification for the refurbishment of the toilets including the disabled facilities (they are more than 30 years old and becoming problematic). In addition the water supply pipe to the Centre does not comply with modern standards and needs to be replaced. It currently traverses the field and in places is barely a few inches below ground level. We are able to fund some of these works ourselves, but it should be noted that we are a small charity, dependant upon membership fees and fund-raising events for our income. We are planning to approach both Mid-Suffolk Borough Council and the Parish Council for funding to enable the Community Centre to continue providing the local community with a venue and activities into the future.
- We are pleased that Cllr Sneddon has agreed to take over the distribution of the Palgrave Star to the village “deliverers”. The Palgrave Star magazine is given to every household in Palgrave and the printing costs are funded by the PDCC and advertisers.
- The PDCC are holding a Fireworks evening on Sunday, November 7th. The event is free to attend and as usual a collection will be taken at the event to recoup costs. The bar will be open and a BBQ will also be available. This event is funded by the PDCC charity.
- The PDCC AGM is to take place on 10th November at 7.30 in the Community Centre. Everyone is welcome to attend, although only PDCC members have voting rights as is set out in our constitution.

Sharon Cousins-Clarke - PDCC Chairperson