



# MINUTES OF MEETING 12.02.2015

Clerk - Ms Vicki Gay  
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## Minutes of Palgrave Parish Council Meeting held on Thursday 12<sup>th</sup> February 2015 at 7:30pm in Palgrave Community Centre.

**Present:** Cllrs: M Bootman (Chair) N Weston, M Sneddon, E Collins, K Charman, V Pudney, M Brown & W Cooper

**Also present:** D.Cllr D Burn

**Members of the public** 1

**02.15.1. Apologies for absence** : J Gibbons, C.C J Fleming

**02.15.2. Members Declarations of Interest and Dispensations.** None

**02.15.3.1 Co-Option:** To consider the Co-option of two new members.

Mr Kevin Mobbs has withdrawn his application due to concerns that work commitments may keep him from attending meetings.

**02.15.3.2** Mrs Wendy Cooper was co-opted on to the Parish Council.

### MEETING ADJOURNED

#### 4. Public Question Time

A resident reported that 3 'not suitable for HGV's' signs had been vandalised and one sign was missing on the A143 near the junction of Priory Road. When reporting this to SCC he was informed that this matter was not a priority. Since then a HGV has got stuck on Priory Road and had to reverse to get out. The Clerk will report this item again to SCC and let Cllr Fleming know about the problem. **Action Clerk**

#### 5. To receive reports from

##### 02.15.5.1 County Councillor Jessica Fleming.

C.Cllr Fleming was unable to attend the meeting but sent the following report:

##### **Railway Crossings and GEML Upgrades**

In Suffolk, Network Rail's Anglia route asset management team is starting to review the safety of all level crossings on the Great Eastern Main Line, this work is expected to be completed by mid summer. The County supports faster travel times but acknowledges that crossing upgrades and in some cases alternative access will be needed.

##### **DfT Consultation on the new East Anglia Rail Franchise – end date 16th March**

This document describes the DfT's planned approach for rail passenger services on the Greater Anglia franchise when the current contract ends on 16 October 2016. Views are sought on the future franchise specification and any changes the public would like to see.

<https://www.gov.uk/government/consultations/east-anglia-rail-passenger-franchise>

##### **Diss & Thetford Citizens Advice Bureau**

The Bureaus are looking for new volunteers, if interested there is a free event on Saturday 14<sup>th</sup> March 2015, 10am to 2pm, at Diss Citizens Advice Bureau, Shelfanger Road, Diss IP22 4EH.

To find out more contact: [sncordinator@dissandthetford.org.uk](mailto:sncordinator@dissandthetford.org.uk) or phone 01379 644912.

### **Dam Lane (A143 nr. Palgrave to Mellis) Voluntary Seasonal Restriction**

Dam Lane (linking the A143 at Palgrave with Mellis) has been open for all road users as of last December. The Trail Riders Association and the Land Access and Recreation Organisation (LARA) have publicized a voluntary seasonal restriction until March - refer to the Lara website:

<http://www.laragb.org/pages/vr.html>

If you observe motorized vehicles on the lane other than local agricultural please inform John Simpson (Tel. 01473 341414) or me with as much detail as possible. We are also interested in the opinion of users of the lane about its future.

### **02.15.5.2 District Councillor David Burn.**

CLlr Burn reported that MSDC are installing Solar PV's on all suitable Council houses. The capital outlay should be recouped in a couple of years. In order to align practices between Mid Suffolk DC and Babergh Council house tenants are currently being consulted on a new lease agreement. There is a new way to report benefit fraud via a free phone no. 0800 854440. The Chairman asked CLlr Burn to find out why Philip Isbell, Mid Suffolk DC Planning, has not responded to his enquiry regarding the planning department's lack of respect for an extension of time which was granted but not honoured.

### **02.15.5.3 Suffolk Police Mid Suffolk North Safer Neighbourhood Team (PCSO Dave Faulkner)**

Since your last meeting there have been 0 crimes reported to the police.

#### **Bike & Property Marking Event**

There has been an increase in 'Cycle' thefts in the area. In order to protect cycles and to bring awareness to the problem, there will be a 'Mobile Police Station' at the Rickinghall Farmers Market, at the Rickinghall Village Hall, from 9am until it closes, on Saturday 11th April 2015. Police and Neighbourhood Watch Coordinators will be present. As well as cycle marking, there will be security products available to inspect and or purchase. All cycle users please attend with their cycles and all other interested people are warmly invited.

### **MEETING RE-CONVENED**

**02.15.6 Minutes:** The minutes of the meeting held 8<sup>th</sup> January 2015 were approved and signed as a correct record.

### **02.15.7 To Receive Reports from the Chairman**

#### **02.15.7.1 To discuss the outcome of the public meeting held on Friday 16<sup>th</sup> January 2015.**

The Parish Council held a public meeting to assist with a questionnaire from Mid Suffolk District Council. The questionnaire focused on the Parish and its relationship with the adjoining area to assist the planners at Mid Suffolk DC, particular in terms of forming what they term clusters of towns/villages/parishes that interact or rely on one or more members for services. In Palgrave's case the primary relationship being with Diss. In order to assist with infrastructure planning and also to get a feel for any appetite for growth in individual towns or parishes the final question asked about possible growth at 4 levels - none, low, medium and a lot. The views expressed at the public meeting with a little over 40 present was marginally fewer in favour of no growth and marginally greater in favour of low growth in managed small developments. This is an on-going process and the towns and parishes will be involved at all stages in revising the Local Plan. The information will be made available on the Parish website or by links to the MSDC website as and when it becomes available and further meetings will be arranged as appropriate.

### **02.15.7.2 The Local Plan**

The Chairman and Clerk attended an event to discuss the new Joint Local Plan for Babergh and Mid Suffolk. This, pre-application consultation, will be updating some elements of the Adopted Core Strategy to reflect up to date Government policy, identifying sites for large-scale housing, employment and infrastructure projects, and preparing detailed Development Management Policies to assist in decision-making.

There are four main points to the plan

#### **1. Strategy Focused Review – Objectively Assessed Need and Rural Growth Policy.**

This addresses compatibility with the NPPF and the changes introduced since the original Plan was adopted, the Objective Assessment of Housing Needs and Provision, and introduces the alternative to the existing Strategy of providing for growth in smaller settlements.

#### **2. Strategic Site Allocations & Designations**

The purpose of this section is to allocate sites and designations which are considered strategic to delivery. Five strategic sites are proposed for consideration one of which is Eye Airfield

#### **3. Development Management Plan**

These proposals are intended to produce up-to-date, relevant, rational and explicit replacements.

Five principal Policy areas are described and discussed, which are supported by 23 policy statements in total

#### **4. Area Designations Review**

To align descriptions with other agents, i.e. Natural England

It was agreed that the response to this pre-consultation would be an agenda item for the next meeting.

### **02.15.7.3 Education and Learning Infrastructure Plan**

A new piece of work being developed by Suffolk County Council to provide a long term strategy for education and learning infrastructure requirements. As a Local Authority they are conscious of the proposed housing growth across the county that will, on top of natural population increases in areas of Suffolk, require new schools or expansions to existing schools over the next fifteen to twenty years. Suffolk County Council is working closely with District and Borough authorities to identify these needs as early in the process as is possible. This plan will be a 'living' document, continually updated to reflect the changing needs of the county and the fluidity of the planned housing developments as some developments planned now may not come to fruition, and others may be changed or expanded. This lack of certainty however does not prevent them from looking at proposed solutions on a longer term basis so as to be able to plan effectively and begin dialogue with affected school and communities as soon as they are able. With expansion of the Primary School in mind Cllr Bootman has made enquiries about the now vacant Pat Lewis site in the village. It has since been found that, as the site could not be designated as a Community Asset, this suggestion would not be viable. It is a fact that Palgrave Primary School is on a constrained site and that Palgrave village has potential for growth and as such should have consideration in the review. The Clerk will contact the School to ensure they are aware of the review.

**Action Clerk**

### **02.15.7.4 To discuss anomalies in revised CIL rates.**

There were concerns that the latest consultation on the Community Infrastructure levy is ultra vires. The Chairman has submitted a reply setting out our reasons for this. A copy of the response is available on request.

### **02.15.7.5 March 21<sup>st</sup> is 'Community Clear Up' day.**

Cllr Brown volunteered to organise a Community Clear up day for Palgrave.

### **02.15.8 To Receive Reports from the Clerk**

#### **02.15.8.1 RTA Crossing Road.**

SCC will make arrangements to repair the verge if they feel it is necessary.

**02.15.8.2 Confirmation of receipt of donation and response to our request for information from East Anglian Ambulance & Diss First Responders; Borderhoppa.**

These items were noted.

**02.15.8.3 Correspondence from MRCT regarding the use of inappropriate routes.**

MRCT thanked the Parish Council for bringing this to their attention and wanted to assure us that they took such matters very seriously. They have conducted an internal review and have taken appropriate steps to ensure there will be no repeat of the alleged failings.

**02.15.8.4 Communications policy.**

It was agreed that all email correspondence that the Clerk considered to be of interest should be circulated amongst the Councillors. **Action Clerk**

**02.15.9 To Receive Reports and Consider Recommendations and Matters Requiring Direction:**

**02.15.9.1 County Council, District Council and Police Matters**

None received.

**02.15.9.2 Churchyard & Cemetery**

**02.15.9.2.1 To discuss quote for works to hedge on boundary**

It was **resolved** to accept the quote from Countryside Conversation & Tree Services for a total price of £580. It was proposed to defer any discussion regarding the laying of the hedge until a later meeting as this decision did not need to be made at this time.

**02.15.9.2.2 To consider tree works to cemetery to accommodate future interments**

There is a row of Fruit Trees in the cemetery that, due to a lack of maintenance, have multiple branches and associated root growth. This is making large parts of the Cemetery unsuitable for burials. It was proposed that a plan of the Cemetery, showing the current capacity, needs to be prepared before any decision could be made regarding any tree works. Cllr Weston reminded the Clerk that she was going to obtain some quotes for works to the car park for comparison. Cllr Bootman responded that establishing a safe path down to the lower section might be a more appropriate use of funds. **Action Clerk**

**02.15.9.3 Paths & Open Spaces**

**02.15.9.3.1 To consider quote for works to the Bus Shelter on the Manorial Waste (under permissible development rights).**

It was **resolved** to accept the quote from Premier Build for £690.00 (plus vat) for works to the bus shelter.

**02.15.9.3.2 To consider quotation for works to repair Village Sign post.**

It was **resolved** to accept the quote from Premier Build for remedial works to the post on the Village Sign for £60.00 (plus vat.)

**02.15.9.3.3 Update on investigating into replacement Notice Board for The Green.**

This matter is ongoing. Cllr Bootman is to advise A. Spoons, PDCC chairman, of the approximate cost and to confirm if PDCC willing to share same.

#### **02.15.9.3.4 To confirm arrangements for village grass cutting From April 1<sup>st</sup> 2015**

EFMS have written to confirm that they would like to continue with the grass cutting contract for Palgrave. Regrettably they have also had to review the price per cut. The Clerk will try to get some quotes for comparison.

**Action Clerk**

#### **02.15.9.4 Roads & Traffic**

##### **02.15.9.4.1 To receive any updates from County Highways**

The bollards at the Lows have now been installed. The Clerk will enquire about the Council's key. Cllr Bootman suggested that the meeting with Josh Kerridge be re-arranged for a time that Jessica Fleming could attend. Cllr Brown would also like to attend the meeting. The Clerk will make the arrangements.

**Action Clerk**

##### **02.15.9.4.2 To consider the County Highway's Street Lighting Report in-light of further information requested from UKPN.**

At the time of the meeting this information had not yet been received.

#### **02.15.10 To consider any Planning Applications or receive Decisions:**

**02.15.10.1 Application:** Erection of two storey rear and single storey rear extensions, Badgers Drift, Priory Road, Palgrave. Application Number: 4008 / 14 **No Objection**

**02.15.10.2 Consent:** Replacement of window on listed building, The Swan, The Green, Palgrave. Application Number 3729/29

**02.15.10.3 Notification of Appeal:** Erection of detached two storey dwelling following demolition of existing garage. Erection of 1600mm wall. Woodside. Application Number 3091/14

#### **02.15.10.4 PRE-APPLICATION CONSULTATION FOR A PROPOSED '4G' BASE STATION UPGRADE AT (114519) Land at Pond Farm, Great Green, Thrandeston, Diss IP21 4BP**

##### **The Parish Council submitted the following comments/questions**

The Parish Council, as a rule, would seek to support works that increase mobile coverage. We would however like you to clarify a couple of points before we can fully support your application. Firstly would your installation increase the height of the existing mast? Also would the upgrade include 3G coverage as well as 4G? as it is understood that 3G coverage is more widely used in our area.

##### **02.15.10.5 To discuss options for determining Planning Applications.**

It was agreed that the only way to ensure that all planning applications are viewed fairly was to hold an extra ordinary meeting if they arrive between meeting and an extension of time cannot be granted.

#### **02.15.11. Financial Matters**

##### **02.15.11.1 To receive the Financial Report.**

It was noted that the Financial Awards Policy for the S137 is now £7.36

The Parish Council now has new legal duties re pensions, Palgrave not currently affected but it will need to provide information to the Pensions Regulator, Cllrs Bootman and Sneddon will make an appointment at Barclays Bank in a bid to resolve the Banking/signatories/contact issues.

Katherine Jones will make a payment via BACS to repay the overpayment made in error.

**02.15.11.2 To note Receipts:**

None received.

**01.15.11.3 The following accounts were approved for payment**

<b>02.15.11.3.1</b> CB Construction, Cemetery Hedge	100634	£254.40
<b>01.15.11.3.2</b> Hilary Butler, temporary Clerk (replacement cheque lost in post)	100635	£130.00
<b>01.15.11.3.3</b> V Gay, Clerk's pay	100636	£295.71
<b>02.15.11.3.4</b> void	100637	£0
<b>02.15.11.3.5</b> HMR&C Tax on Clerk's pay	100638	£73.80

**02.15.12. To consider matters of information brought by the Chairman, Councillors or Clerk.**

**02.15.12.1** Following the Lorrywatch Training Cllr Brown is organising a 'Lorrywatch' team to collate information.

**02.15.13. Correspondence for information**

**02.15.13.1** Town & Parish Council Newsletter. Circulated

**02.15.13.2** Membership information from Suffolk Preservation Society. Circulated

**02.15.13.3** Suffolk Age UK. Put on notice board

**02.15.13.4** SALC Lais. Circulated

**02.15.14 Next meeting:** 7.30pm on 12<sup>th</sup> March at Palgrave Community Centre.

**02.15.15. Exclusion of public and press:** To consider the exclusion of the public and press in the public interest for consideration of the following items:

**02.15.15.1** Personnel Issues. None

**02.15.15.2** Legal Issues. None

No further business, Meeting closed 9.45pm