



MINUTES OF MEETING 17.12.2015

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Minutes of Palgrave Parish Council Additional Meeting held on Thursday 17 December 2015 at 7:30pm in Palgrave Community Centre.

NOTE: This Meeting was called to allow the Parish Council to conclude essential business not completed on 10 December 2015 due to time allocated for the public to participate in discussions regarding a proposed development of 21 houses on Lion Road. It also allowed the Parish Council to consider a formal response to the Planning Application that was only received on 8 December, after the Agenda for the original meeting had been published. These Minutes retain the same numbering sequence as the Minutes of the 10 December meeting and so each should be read in conjunction with the other.

Present: Cllrs M Bootman (Chairman), Ms V Pudney, Mrs E Bootman, N Weston, Mrs E Collins, Mrs W Cooper, J Gibbons, Ms M Sneddon, M Brown.

Also present: District Cllr D Burn, Gareth Roderick-Jones (Clerk).

Members of the Public: approximately 20.

12.15.1A Apologies for absence: Cllr Charman

12.15.2A Members Declarations of Interest and Dispensations: none

12.15.3.1A Public Question Time:

The Chairman explained the reasons for calling this meeting. He announced that the planning authority had finally granted an extension to 15 January which, given the impending long holiday period, allowed for a final and more informed consideration of the planning application in the light of any further responses or comments being received.

In response to a question about potholes, the Chairman advised that Suffolk County Council website has a number of on-line forms for reporting many types of issues. Members of the public are encouraged to use these facilities to report potholes and many other matters directly, which should result in the most appropriate and prompt response. See:

<https://www.suffolk.gov.uk/about/online-services/#tab1> or
<http://highwaysreporting.suffolk.gov.uk/>

12.15.7 Financial Matters:

12.15.7.5A The following Payments [NatWest account] were APPROVED:

Creditor	Amount £	Inc. VAT	Cheque
G Roderick-Jones - Clerk's expenses for November and December 2015	86.14	-	

12.15.7.6A Financial Grants and Awards: Applications from (i) Headway Suffolk turned down as not meeting the requirements of the Council's adopted policy and (ii) Suffolk Accident Rescue Service turned down as overlapping with services provided by Diss First Responders and East Anglia Air Ambulance, both of which are supported by the Council.

12.15.7.8 Motion submitted by Councillor Gibbons: Councillors debated the following:

'That a freestanding on-going account be created for the purpose of funding projects beneficial to the Parish as a whole which have not specifically been included within the budget for that or any other year. Such funding must be within the permitted legal restraints. That the precept should include an agreed figure to be held within that account.'

After discussion it was agreed that, while the intention behind the motion was valid, the proposal was unnecessary because the Parish Council already managed its finances generally in that way but the motion failed to take account of additional sources of income or funding, such as s106 and CIL. Cllr Gibbons then agreed to WITHDRAW the motion.

12.15.8 Reports, Recommendations and Matters Requiring Direction:

12.15.8.1 Cemetery and Churchyard

12.15.8.1.1 ACCEPTED quotation from CB Construction for repair and renovation of the Cemetery gates in the sum of £1190 plus VAT, work to be carried out during Summer 2016. Expenditure to fall within 2016-17 financial year.

12.15.8.1.2 (i) ACCEPTED quotation from CB Construction for repair and renovation of Churchyard gates (south and north) in the sum of £1348 plus VAT, work to be carried out during Summer 2016, but with the variation that teak oil be used rather than stain and that the price includes re-oiling and maintaining the gates for the ensuing 12 months. PCC has confirmed a contribution of £450 with expenditure to fall within 2016-17 financial year.

(ii) NOTED the PCC is satisfied with the current frequency of grass cutting.

(iii) NOTED that the PCC was now in favour of coppicing the 8 Yew trees lining the approach to the porch. AGREED to proceed with the work in February 2016 and with advance publicity. At least one more competitive quotation is required for the work.

12.15.8.2 Paths and Open Spaces

12.15.8.2.1 'Highway Waste': NOTED receipt of Licence to Site Apparatus - i.e. the BT 'Phone Box - from County Highways.

12.15.8.2.2 The Green: NOTED the draft response received from MSDC Rights of Way Officer regarding the School's use of The Green MSDC's oversight of the Scheme of Management – deferred for consideration at the next meeting.

12.15.8.3 Roads & Traffic

12.15.8.3.1 VAS: After requesting background information prior to arranging a meeting with John Simpson from County Highways Cllr Weston received a phone call from Mr Simpson. Whilst Mr Simpson didn't think a new meeting was necessary a channel of communication was opened with respect to a more appropriate site for the proposed VAS on Upper Rose Lane. Cllr Weston made suggestions consistent with the view expressed by Palgrave Parish Council and discussion is ongoing alongside potential improvements to traffic management suggested by Cllr Jessica Fleming. Any correspondence will be copied to the Parish Clerk.

12.15.9 2016/17 Precept, Tax Base and Grants and Budget for 2016-17

Cllr M Bootman circulated a detailed breakdown of a notional budget and forecast expenditure for 2015/16 and a budget forecast for 2016/17. It was divided into headings, the first set showed the committed annual expenditure on staffing costs, overheads and necessary maintenance activities. The remaining headings listed discretionary expenditure on projects, either from within the annual Precept or taken from reserves. He explained that the Council only has any degree of control over discretionary expenditure; it was necessary to finalise this and the 2016-17 budget at the next meeting before setting the Precept.

Councillors AGREED to allocate an initial sum of £3,500 to the priority project of the play equipment and NOTED that dealing with outstanding problems with the Cemetery hedging, trees and car park were also a priority. Cllr Pudney suggesting fencing off the lower unused section of the Cemetery for grazing sheep and it was AGREED she should investigate further.

12.15.11 To Consider Planning Applications and Receive Decisions:

12.15.11.4 Planning Application 4195/15. Erection of 21 dwellings, 3 no. new highway accesses, associated parking, turning and on-site open space provision. Land at Lion Road, Palgrave. Discussion of this item was brought forward to facilitate participation by the large number of members of the public in attendance. The Chairman clarified that this was an opportunity to introduce new issues or information but not to revisit last week's discussion. The following additional relevant points were made:

- Based on a response already submitted and advised to the District Cllr who also holds the Environment portfolio, a full investigation of possible historic ground pollution and detailed environmental checks are to be made;
- Growth in population has not been accompanied by a corresponding growth in services and infrastructure (in the 1998 Core Strategy Palgrave is defined as a secondary village with Eye the nearest town).

Members of the public were again encouraged to comment directly to MSDC as the local planning authority. Not one member of the public interested in this item remained for the Councillors' discussion of it.

Councillors were informed of the planning committee's consideration of the 'Pat Lewis' application, where the case officer advised members that Palgrave was in the Diss cluster, which it is not yet, disregarded the housing officer's recommendation for a more appropriate mix of housing and dismissed the Parish Council's concerns at lack of school places, employment and pressures on local service and infrastructure resulting from the rapid growth of Diss. Accordingly Diss and South Norfolk Councils must be consulted.

Other issues that arose included: rearing pigs in the adjacent field; the footpaths being used by deer; need for traffic management and calming measures; relative proportions of types of housing, lack of employment in Palgrave and limitations on walking or cycling to Diss, let alone to Eye, and with restricted public transport.

Based on the specific planning policies and constraints listed against the application, with the addition of some relating to traffic, and taking into account the draft contributions agreement, the following specific points were identified for the Council's response:

- CS3 - design drainage system for present-day conditions, lack of permeable surfaces;
- CS6 - whilst gas and electricity suppliers must provide an adequate supply, assurance by Anglian Water that the existing sewerage system has capacity is essential;
- RT12 - footpaths should become rights of way (long overdue);
- T2 - pedestrian safety is likely to be greater on the north side of Lion Road as there is no existing safe crossing place;
- T3 - given current traffic volumes and speeds, the use of Palgrave as a short-cut to Diss, and the width of Lion Road (as the former A143), traffic engineering measures to reduce speeds and provide safer crossing places (e.g. chicanes) should be considered;
- A summary of proposed alterations or additions to the Draft Contributions Agreement.

It was AGREED to submit a preliminary response noting the above, for wider consultation and to elicit more information. A final response could be based on the latest information and also take into consideration the housing factors not yet discussed in that context.

12.15.12 To Consider Matters of Information:

12.15.12.1 Late advice received from MSDC Development Management Service re staff and team restructuring, with teams to be allocated specific areas;

12.15.12.2 NALC Factsheet on future Audit Procurement for Smaller Authorities.

12.15.13 **Next meeting:** 7.30pm on 14 January 2016 at Palgrave Community Centre.