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MINUTES OF MEETING 14.01.2016

Clerk - Gareth Roderick-Jones

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Minutes of Palgrave Parish Council Meeting held on Thursday 14th January 2016 at 7:30pm in Palgrave Community Centre.

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

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

Members of the Public: approximately 10.

01.16.1 Apologies for absence: Cllr E Bootman, Cllr M Brown.

01.16.2 Members Declarations of Interest and Dispensations: none.

01.16.3.1 Public Question Time: No questions.

01.16.3.2 Received reports from:

- (i) County Cllr Jessica Fleming: was not able to attend but had submitted her report which was circulated;
- (ii) District Cllr David Burn: nothing to report;
- (iii) Suffolk Police Mid Suffolk North SNT: nil crimes, nothing to report.

01.16.4 Minutes: The Minutes of the Parish Council meeting held 10th December 2015 and the Minutes of the additional Parish Council meeting held 17th December 2015 were, with the inclusion of an amendment to the wording of Minute 12.15.8.3.1 proposed by Cllr Weston, both approved and signed as a correct record.

01.16.5 Reports & Representation:

01.16.5.1 Clerk: nil.

01.16.5.2 PDCC Executive Committee: NOTED that the PDCC:

- (i) Will contribute to the play equipment (amount to be decided);
- (ii) Will participate in the annual village clear-up;
- (iii) Has proposed a particular style for the joint noticeboard; accordingly the MSDC

Conservation Officer and Lord of the Manor can now be consulted.

01.16.5.3 Turbine Working Party: NOTED that

- (i) The tenancy has been transferred; the new tenant is to be contacted;
- (ii) In response to complaints about increased noise from the wind turbine the PDCC

has arranged for it to be turned off pending a service.

01.16.5.4 Personnel Sub-Committee:

AGREED that the Vice-Chairman, Cllr Pudney, will chair the sub-Committee and that Cllrs E Bootman and Charman be appointed to it.

01.16.6 Joint Working Party with PDCC (Play Equipment): NOTED that grant applications to MSDC and Tesco have been submitted and that planning permission is required.

01.16.7 Financial Matters:

01.16.7.1 Banking arrangements:

NOTED that the mandate for additional signatories will be submitted shortly.

01.16.7.2 Insurance: nothing to report.

01.16.7.3 Bank Statements: RECEIVED copies of Barclays and NatWest statements.

01.16.7.4 The following Receipts were NOTED:

Debtor	Amount £	Account
NONE		

01.16.7.5 The following Payments [from the NatWest account] were APPROVED:

Creditor	Amount £	Inc. VAT	Cheque
Suffolk CC Parish lighting maintenance & energy April 2015-March 2016	1061.11	176.85	000017

01.16.7.6 Budget and Precept for 2016-2017

(i) Councillors AGREED the budget for 2016/17 with the discretionary expenditure to include the £3,500 contribution to the Play Area, refurbishment of the gates to the Cemetery and Churchyard and the essential grounds maintenance works at the Cemetery, together with the reserves previously earmarked for the Vehicle Activated Signs;

(ii) Councillors AGREED an increase in the 2016/17 Precept to £13,900.

At this juncture the Chairman handed-over to the Vice-Chairman whilst he went to print off the Precept Form so that it could be duly completed and countersigned in the meeting.

01.16.7.7 Audit arrangements: AGREED to participate in the Smaller Councils Audit arrangements organised by the National Association of Local Councils (NALC).

01.16.8 Reports, Recommendations and Matters Requiring Direction:

01.16.8.1 Cemetery & Churchyard:

01.16.8.1.1 Cemetery: AGREED to the use of flailing to reduce the hedge as a more cost-effective option than hand cutting and ACCEPTED the quote from Countryside, Conservation and Tree Services of £400.00.

01.16.8.1.2 Churchyard: ACCEPTED the lower quote from Waveney Tree Specialists of £300.00 plus VAT for coppicing the 8 Yew trees.

Cllr M Bootman returned and resumed as Chairman of the meeting and the Precept Form was duly completed and countersigned before the meeting closed.

01.16.8.2 Paths & Open Spaces:

01.16.8.2.1 The Green and the School - AGREED to defer discussion to a future meeting.

01.16.8.2.2 (i) Fly Tipping: NOTED that instances of fly tipping in the Parish should be reported to MSDC. The problem could be exacerbated by the closure of Brome Recycling Centre; District Cllr Burn to investigate and report back; **Action: District Cllr Burn**

(ii) Parish Clean-up: AGREED to undertake this by 23rd April jointly with PDCC.

01.16.8.3 Roads & Traffic:

01.16.8.3.1 NOTED that County Highways has been kept informed regarding the recent flooding at the foot of Denmark Hill.

01.16.9 County Council and District Council Matters: NOTED the following:

01.16.9.1 PCC Tim Passmore's response to the submission on the Local Policing Review;

01.16.9.2 Circular from Chief Constable regarding match-funded PCSOs;

01.16.9.3 Circular regarding Fire & Rescue Service Integrated Risk Management Plan;

01.16.9.4 Notice of Suffolk Fire & Rescue public meeting.

01.16.10 Planning Applications and Decisions

01.16.10.1 Planning Application 4195/15: Lion Road, Palgrave. Erection of 21 dwellings, 3 no. new highways accesses, associated parking, turning & on-site open space provision.

Due to the number of interested members of the public present discussion of this item was held earlier in the meeting.

The Chairman explained the Council was to consider any new information since its preliminary response and matters relating to the design and layout. The following points were raised:

- Suffolk CC Floods officer has commented in detail on surface water drainage requirements;
- Suffolk Fire & Rescue Service has provided clarification of how it responds to call-outs;
- Suffolk Preservation Society has expressed serious concerns about the resulting impact on the conservation area and heritage if the school were to add temporary classrooms;
- No evidence that either Diss TC or South Norfolk DC have been consulted;
- Difficult to make accurate predictions about the availability of and demand for school places. Palgrave school has 14 children in the reception class;
- Highways has expressed sufficient reservations about the site layout to recommend refusal. No response yet re extended speed limits, traffic calming, pedestrian safety;
- No response yet re water supplies and foul water drainage capacity;
- Diss Health Centre is currently struggling to cope whilst there is a new care home and 2 new large planned developments in Diss that will add to demand;
- Regarding the pre-application planning process, District Cllr Burn explained that the case officer at this stage can provide advice designed to steer applicants towards surmounting potential obstacles. A combination of timing and content of the application paperwork, especially the Design & Access Statement, suggested MSDC might have exceeded normal pre-application practices. In response, the District Cllr confirmed that he would write a letter to address errors in the process, and to point out the long period of time during which the applicant is able to discuss the application with the MSDC, and the short period of time afforded to the Parish Council to consider the application and enable public discussion;
- The garages and parking spaces do not conform to minimum size and storage requirements;
- The layout of the dwellings is likely to increase overlooking and loss of amenity;
- General concerns about appropriate housing mix and density of development and where it should be sited. Palgrave never developed a Parish plan. District Cllr David Burn explained that there are now Community-Led Plans and it might be appropriate to request MSDC to defer decisions until the Parish has had the opportunity to develop its own plan.

Councillors AGREED to OBJECT.

01.16.10.2 Planning Application: 4280/15 - Ivy Cottage, Millway Lane, Palgrave. Removal of doors to southern elevation and addition of folding/sliding doors; replacement casement windows; repaint rendered areas of dwelling; erection of a single storey link extension to join annex to main dwelling. Internal works in accordance with attached schedule. AGREED to SUPPORT.

01.16.10.3 Tree Works: 4119/15 - The Limes, Priory Road, Palgrave. APPROVED.

01.16.10.4 Tree Works: 4134/15 - Linden Rise, Priory Road, Palgrave. APPROVED.

01.16.10.5 Planning Application: 0030/15 West Side, The Green, Palgrave. Demolition of existing side extension and removal of garage. Erection of single storey side extension. Re-erection of garage. This application arrived too late; an extension was to be requested. **Action: Clerk**

01.16.11 Matters of Information: NOTED the following:

01.16.11.1 SALC circular regarding nominations to attend Royal Garden Party;

01.16.11.2 Invitation by Tilian Partnership to participate in school democracy project - to be discussed at the next meeting. **Action: Clerk**

01.16.12 Next meeting: 7.30 p.m. Thursday 18th February at Palgrave Community Centre.

MEETING CLOSED: 10.15 p.m.