



MINUTES OF MEETING 25.06.2015

Chairman - Mike Bootman

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Minutes of Palgrave Parish Council Meeting held on Thursday 25th June 2015 at 7:30pm in Palgrave Community Centre.

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

Also present: District Cllr D Burn.

Members of the Public: None

06.15.1 Apologies for absence: Ms M Sneddon.

06.15.2 Members Declarations of Interest and Dispensations: None.

MEETING ADJOURNED

06.15.3.1 Public Question Time: No Members of the Public present.

06.15.3.2 Reports received from:

06.15.3.2.1 County Cllr Jessica Fleming (written, as unable to attend);

06.15.3.2.2 District Cllr David Burn referred to the joint administration's 'Town and Parish Newsletter', circulated to all Palgrave Parish Councillors, noting that the briefing material he previously delivered was now in that publication and thus one key purpose of a District Cllr attending was taken away from them. He then gave the first of several briefings on the organisation and benefits of the rationalised joint administration. Regrettably Councillors provided several examples where the joint administration was clearly failing;

06.15.3.2.3 PCSO Dave Falkner (written, as unable to attend).

MEETING RE-CONVENED

06.15.4 Minutes: The minutes of the Annual Parish Council meeting held 14th May 2015 were APPROVED and signed as a correct record.

06.15.5 Reports:

06.15.5.1 The Chairman REPORTED on a complaint of an insecure manhole cover near the Community Playing Field which, on investigation, belonged to the PDCC; a securing lug was broken but it had been made temporarily secure pending repair or replacement. Also information had been received that the tenant of the land by the R Waveney had passed away but that a female relative or friend was seeking to gain access to the land by vehicle; the local SNT, County Cllr and landowners had been made aware;

06.15.5.2 Palgrave Welfare Trust: RECEIVED with thanks a report from Michael Lockett;

06.15.5.3 St John's Liaison Group: NOTED a report of the recent meeting attended by Cllrs Weston and Mrs Cooper;

06.15.5.4 PDCC: NOTED a report from Cllr Mrs E Bootman of the request for a joint working party re play equipment (see minute 6.15.6) and an enquiry by Diss Corn Hall for use of the Community Centre whilst the Corn Hall was undergoing refurbishment;

06.15.5.5 Turbine Working Party: NOTED from Cllr M Bootman that legal matters were still proceeding, with a meeting scheduled for 9th July, but that consideration should soon be given to implementing the planning permission in order to secure it before it expires.

06.15.6.6 Joint Working Party with PDCC: AGREED the request for a joint working party to progress the replacement of play equipment on the Playing Field and APPOINTED Cllrs Mrs E Bootman, Mrs Cooper and Charman to work with the PDCC.

06.15.7 Financial Matters:

06.15.7.1 Banking Arrangements: NOTED that NatWest has approved the application for a Community Account subject to identity verification of one authorised signatory.

06.15.7.2 Insurance Renewal

06.15.7.2.1 Insured Items: NOTED that a review had taken place with Came & Co. of the items needing to be insured with some previously included now omitted as not required, and others, such as the new strimmer, falling below the £250 excess threshold. This had reduced the premium by approximately £100 per annum. NOTED further that previously the War Memorial had not been insured and that, while it had not been possible in the time available before renewal to ascertain why, if necessary it could be added later.

06.15.7.2.2 Policy & Term: AGREED to accept the policy renewal with Hiscox Insurance through Came & Co. Brokers for a period of three years, ensuring a further slight reduction in premium to £402.01p plus £24.12 Insurance Premium Tax @ 6%, a total of £426.13p.

06.15.7.3 Bank Statement: RECEIVED a Statement for the period 22nd April- 21st May.

06.15.7.4 The following Receipts were NOTED:

Memorial for Late Beryl Rice	£40.00
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06.15.7.5 The following Payments were APPROVED (* = if paid between meetings):

	Amount £	Inc. VAT	Cheque
SALC Cemetery Management training - 12/5/15 (Cllr V Pudney)	96.00	16.00	
MSDC Emptying Dog Bins (3 @ £30) - 1/4/15 to 31/3/16	108.00	18.00	
MSDC Removing Green Waste (Churchyard Clear-up) 30/5/15	36.00	6.00	
MSDC Grass Cutting & Strimming Verge by Cemetery - May 2015	312.00	52.00	
Weedkiller for Churchyard per Cllr N Weston (2 receipts)	43.95	INC	
Insurance - Hiscox through Came & Co. Brokers (payable to Broker Network Ltd) for year 1 of 3 year agreement - 2/7/15 to 1/7/16	426.13	INC IPT 6%=24.12	

06.15.7.6 To Note Variances: As the Budget was set equal to that for 2014-15 without any revisions to the detail it is not possible to identify or meaningfully report on variances.

06.15.7.7 Accounts for the Year ending 31st March 2015: CONFIRMED that the Notice re Exercise of Elector's Rights was duly displayed between 18th and 31st May and that the Accounts were made available for examination from 1st to 26th June 2015.

06.15.8 Reports, Recommendations and Matters Requiring Direction:

06.15.8.1 Cemetery and Churchyard

06.15.8.1.1 'Cherish your Churchyard': Cllr Weston reported that 15 volunteers worked hard to good effect but suggested more routine grounds maintenance could be undertaken by a contractor rather than organising volunteers. It was AGREED Cllr Weston discuss options with John Buckingham, MSDC, and report to the next meeting. **Action: Cllr Weston**

06.15.8.1.2 Request from St Peter's PCC for a financial contribution to repair the Gates: Councillors were most concerned at the cost of £4,260 quoted for this work with no other quotes being sought. Cllr Pudney reported that one gate had previously been removed by a different contractor but then replaced. It was AGREED that (i) no contribution should be made as the cost was excessive and not subject to competition; (ii) the Chairman reply to the PCC expressing concern at the quoted cost and to ask why the Parish Council had not been approached concerning the repairs; and (iii) Cllr Pudney to make enquiries why the earlier work had been aborted and its quoted cost. **Action: Cllrs M Bootman/Pudney**

06.15.8.2 Paths & Open Spaces

06.15.8.2.1. BT Phone Box: NOTED that only one resident had made suggestions and so a further request was to be made via the Palgrave 'Star'. District Cllr Burn explained that if the 'phone box were adopted the existing 'phone service would be permanently disconnected.

06.15.8.2.2 Manorial Waste: AGREED to form a Working Party to confirm the provenance and ownership of the land, its extent, any rights or charges associated with it and adjoining properties, and examine and report back on the options for its future management and protection. APPOINTED Cllrs Charman, Gibbons and Weston to this Working Party.

06.15.8.2.3 Pond on The Green: No report as yet from the Gardening & Social Group.

06.15.8.2.4 The Lows FP: NOTED the overdue and inadequate cutting back of greenery at the sides despite various requests and reminders. AGREED that a copy of the specification for such work be requested for reference and comparison. **Action: Cllr M Bootman**

06.15.8.2.5 Lime Trees on The Green: NOTED the report by a local biologist.

06.15.8.3 Roads & Traffic

06.15.8.3.1 Speeding: NOTED the report produced by the Police SNT on those sites that would be suitable for 'Community Speedwatch' but that sites used by the mobile camera van [in front of council houses either side of Upper Rose Lane, in layby on Lion Road and by Blands Farm Close on Crossing Road] were not included. AGREED to write back to the police requesting the reason for this and also to seek a response from nearby parishes as to any interest there might be in operating a joint scheme. **Action: Cllr M Bootman**

06.15.8.3.2 'Lorrywatch' and HGVs: Cllr Brown had been informed that the 'Lorrywatch' signs were with the contractor who had to schedule fixing them to the posts carrying the 7.5T restriction signs. He added that turnaround time on investigations was rather long with few instances where action was taken. Councillors AGREED the expenditure proposed by County Cllr Jessica Fleming to replace the 'unsuitable for HGVs' signs on the A143 for Crossing Road should be spent on pursuing a restriction. Councillors were reminded that the gap in advance signage of the existing 7.5T restriction from the A143, previously evidenced to Highways, had not received any acknowledgement but may contribute to the problems.

06.15.8.3.3 County Highways: AGREED that, given the long-outstanding paths, roads and traffic issues that Highways had failed to positively address, the Chairman should draft a complaint to the responsible County Council Cabinet Member. **Action: Cllr M Bootman**

06.15.9 County Council and District Council Matters

06.15.9.1 SOUTH EYE AIRFIELD HOUSING DEVELOPMENT: NOTED the present public consultation by MSDC [which had not been notified] and AGREED the basis of the response from Palgrave Parish Council to be submitted by the Chairman. **Action: Cllr M Bootman**

06.15.10 To Consider any Planning Applications or Receive Decisions:

06.15.10.1 Planning Application - 1291/15 Elm Vale Farm, Denmark Hill, Palgrave: Erection of 3 bay cart lodge comprising garden store and installation of new driveway surface. Councillors made NO COMMENT on this application.

06.15.11 To consider Matters of Information:

06.15.11.1 Councillors were requested to give due consideration to the most suitable days and times for training courses on their roles and responsibilities for consideration at the next meeting. **Action: ALL**

06.15.12 Next meeting: 7.30pm on 23rd July at Palgrave Community Centre.

MEETING CLOSED 10.00 p.m.