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**MINUTES of MEETING held
at Palgrave Community Centre at
7.30 pm on THURSDAY 8 December 2016**

Present: Councillors E Bootman, M Bootman (Chairman), E Collins, W Cooper, V Pudney, M Sneddon, N Weston.
Also in attendance Sarah Foote (Clerk), County Councillor Fleming (left 19.49) and 20 members of the public.

12.16.01 Apologies for Absence

Apologies were received from Councillors Brown, Charman and Gibbons and accepted by the Council. District Councillor Burn had also sent his apologies.

12.16.02 Declarations of Interest and Dispensations

There were no declarations of pecuniary and non-pecuniary interests or requests for dispensations. Members were reminded of the requirement to update their Register of Interests as appropriate.

12.16.03 Public Forum

The Chairman noted the SNT Police monthly report (November) confirmed controlled substances had been found in cars in the parish and added that the Mobile Speed Camera would visit Palgrave during December. Eight residents who had received the letter to residents on the proposed traffic calming scheme for the 'Access Only' road were given the opportunity to voice their concerns. Prior to this the Chairman stated that there was a 15-year history of trying to solve the issues for this stretch of road and the current proposal was a result of the opinions of the Highway Engineers on what would or would not work and with particular regard to the safety of pupils from the school.

Residents' concerns were summarised as; lack of parking on the road outside their properties, cars parked there already made an obstruction and they did not slow down the traffic, the proposal would not slow the traffic from the Denmark Hill direction, doubt on the overall effectiveness of the proposal and a preference for the road to be closed to through traffic.

The Chairman responded to remind all that there is no right to park on the highway and that the County Council had previously discarded closing the road not least because there was no budget for this type of work.

Clr Weston summarised the forum stating that the Parish Council had been trying to solve this issue for many years but had failed to get the County Council to finance any scheme or road closure. This proposal would be funded by the County Councillor from her locality budget and if the parish did not take this opportunity, which had been designed by professional engineers, we may end up with nothing and everyone would lose out.

19.49 County Councillor Fleming arrived and the Chairman provided her with a summary of the above discussion. It was agreed a site meeting with residents would be held as soon as possible but currently the scheme, which was due for construction in February, would be put on hold.

Twelve residents of Denmark Hill/Denmark Court were in attendance to voice their concerns about the volume and speed of traffic and related issues affecting their properties. The Chairman explained that a comprehensive response had already been provided to emails received from these residents particularly stating that just as Denmark Hill was not mentioned in every Star report it did not mean that the Parish Council was not acting on the issues, in particular, the Parish Council had already requested a speed data recorder be placed in this location. Residents briefly outlined their concerns and Clr Weston asked for them to suggest a solution and then the Parish Council in conjunction with the Police and Suffolk Highways (the relevant authorities) could consider the matter further. It was agreed this would be an agenda item for the January meeting. *Action: Agenda January Meeting.*

Three parishioners asked about the status of the public telephone box and expressed interested in the kiosk being adopted for community use with specific mention of it housing a defibrillator. It was agreed the Clerk would check on the status and parishioners would email in their ideas. *Action: Clerk to contact BT Adopt a Kiosk.*

Suffolk County Council - Clr Fleming then gave her report, detailed a Lorry Watch Meeting she had attended and asked if Palgrave Councillors/representatives were interested in meeting with other groups and receiving a debrief from an officer and network on the overall problems, to which the response was affirmative.

Signed Chairman

Date

12.16.04 Highways

12.16.04.1 Proposed Traffic Calming Build Out for the 'Access Only' Road – as agreed above a public site meeting would be held with Cllr Fleming and Highways Officer(s) in attendance.

12.16.04.2 It was noted that a FOI request had been submitted to the Police for results from the Speed Data Recorder placed on Lion Road and from any visits a Mobile Camera Unit had made within the past year.

12.16.04.3 Lorry Watch Scheme – The Co-ordinator (Cllr Brown) was not in attendance. The Chairman noted there was confusion between Highways reporting of HGV incidents and Lorry Watch which overlap and suggested this could be discussed at the meeting as mentioned by the County Councillor.

12.16.04.4 Footway Lighting – the new light on Crossing Road near Blands Farm Close had been unlit for at least six months would be moved next week, at County Council cost, to the other side of the junction and UKPN would make a connection by the end of the following week.

12.16.05 Minutes of last meeting

12.16.05.1 It was agreed to accept the minutes of the meeting of 13 October 2016 and these were duly signed by the Chairman.

12.16.05.2 Matters arising from the minutes of the meeting of 13 October 2016:

Works on FP8 The Lows had been completed.

12.16.06 Planning

12.16.06.1 The following planning applications were considered:

Ref	Location	Application Details
4409/16	Wood Cottage. Denmark Hill (Listed Building Consent)	Demolition of existing stable block. Conversion of existing barn and cartlodge structure to dwelling comprising removal of lean-to structures and erection of rear and side extensions and glazed link. Erection of detached 3 bay cartlodge. New vehicular access to highway. Installation of sewage package treatment plant
It was agreed to recommend SUPPORT. However, the Parish Council would wish to encourage a reduction in the size and significance of the hedge to improve the visibility on the Highway boundary.		
4408/16	Wood Cottage, Denmark Hill	Demolition of existing stable block. Conversion of existing barn and cartlodge structure to dwelling comprising removal of lean-to structures and erection of rear and side extensions and glazed link. Erection of detached 3 bay cartlodge. Creation of new vehicular access to highway. Installation of sewage package treatment plant
It was agreed to recommend SUPPORT. However, the Parish Council would wish to encourage a reduction in the size and significance of the hedge to improve the visibility on the Highway boundary.		
4478/16	The Guildhall, The Green	Re-pollard seven mature Poplars. Fell one Sycamore.
It was agreed to recommend SUPPORT.		

12.16.06.2 The following planning determinations were noted:

Ref	Location	Application Details	Determination
3407/16	Sunnyside Cottage, Lows Lane	Raise height of chimneys	Planning Permission GRANTED
3277/16	Elm Vale Cottage, Denmark Hill	Erection of two storey rear extension and associated landscaping	Planning Permission GRANTED
3278/16	Elm Vale Cottage, Denmark Hill	Demolition of existing pole barn outbuilding. Erection of new building to provide a four car garage, farm equipment store, pool plant room and first floor games room. Extension and alterations to existing garage to provide an additional car parking space, storage and first floor annexe	Planning Permission GRANTED
3742/16	Millers Rest, Millway Avenue	Erection of 2 storey extension with garage	Planning Permission GRANTED

4195/15	Lion Road	Erection of 21 dwellings, 3no. new highways accesses, associated parking, turning and on-site open space provision	Planning Permission GRANTED with pre-commencement conditions
3410/16	Pat Lewis Ltd, Upper Rose Lane	Erection of five dwellings and garages following demolition of existing car showroom and workshop building.	Planning Permission GRANTED with pre-commencement conditions.
2004/16	Wood Cottage, Denmark Hill	Application for Listed Building Consent - Demolition of rear UPVC conservatory and rear porch. Enlargement of existing rear two storey extension and erection of new porch to front elevation. Erection of 3 bay cartlodge with room over. Amendments to existing driveway	Planning Permission REFUSED
2005/16	Wood Cottage, Denmark Hill	Application for Listed Building Consent - Demolition of rear UPVC conservatory and rear porch. Enlargement of existing rear two storey extension and erection of new porch to front elevation. Erection of 3 bay cartlodge with room over. Amendments to existing driveway	Listed Building Consent REFUSED
3262/16	Elm Vale Cottage, Denmark Hill	Demolition of existing stables and erection of replacement stable block	Planning Permission GRANTED
4404/16	1 Sycamore Close	4 X Yew trees to be heavily reduced (approx 40%)	Consent GRANTED

12.16.06.3 Other Planning matters – The Chairman reported that pertinent to the Lion Road development he had been asking questions about housing allocation in the parish and had ascertained that seven of the 21 new homes were going to be ‘affordable’ – two rented and five shared equity. These properties would be marketed by the registered provider and potential tenants would need a district-wide connection.

12.16.07 Co-option to the Parish Council

It was unanimously agreed to elect Jethro Shirley-Smith to the Parish Council. Mr Shirley-Smith duly signed his declaration of acceptance of office and participated in the meeting.

12.16.08 Financial Matters

12.16.08.1 Council’s current financial statement was noted as £31,874 in the current account. It was further noted that Suffolk County Council were still to be paid for the LED Lighting upgrade.

12.16.08.2 It was agreed to make the following payments:

Amount	Payee	Details	Chq No	Power
£530.10	Mrs S Foote	Clerk’s Salary October and November 2016	000064	LGA 1972 S112
£43.68	Mrs S Foote	Clerk’s expenses October and November inclusive	000065	LGA 1972 S111
£198.80	HMRC	PAYE	000066	LGA 1972 S111
£167.71	M Bootman	Reimbursement of stationery expenses; printer ink and paper.	000067	LGA 1972 S111

12.16.08.3 - it was agreed to make the following donations:

Diss First Responders - £100 Cheque No 000068 LGA 1972 Section 137.

East Anglian Air Ambulance - £100 Cheque No 000069 LGA 1972 Section 137.

No confirmation had been received from the Borderhoppa Bus Operator that it still served Palgrave and it was agreed consideration of a payment to Diss Citizens Advice would be given when information on how many people in the parish had been helped was received.

Signed Chairman

Date

12.16.08.4 Budget 2017/18 and Precept for 2017/18

Councillors considered the draft budget for the 2017/18 financial year and noted that there were no anomalies in spend for 2016/17 against this budget. The Clerk had provided tax base figures and the impact of the precept remaining the same as the previous financial year or being increased to meet budget requirements were noted. The budget would be finalised at the January meeting and the precept request duly submitted. *Action: Agenda January meeting.*

It was noted that the Yew Trees in the Churchyard may still need attention/previous works to be completed and it was agreed Cllr Weston would liaise with the PCC and the Clerk with Waveney Trees as appropriate. *Action: Agenda January meeting.*

12.16.09 Paths and Open Spaces

12.16.09.1 To receive a report from the Footpaths Working Group – this item was deferred as the Working Group meeting had been postponed.

12.16.09.2 Suffolk County Council Highways inspection of FP8, The Lows, and their internal order to clear whole of ditch and other associated drainage works was noted.

12.16.09.3 As appropriate, to consider quotations for the suggested piping of the grips on FP8. It was confirmed that the County Council Highways department would be undertaking work as previously to clear the drain run and cut grips and that no further action was required by the Parish Council.

12.16.09.4 To receive the future plan for the winter months – this item was deferred as the Working Group Meeting had been postponed.

The Chairman reminded the meeting that the remit of the Working Group was essentially to inspect and report on the condition of footpaths and another essential element was to make recommendations on a parishioner's letter with suggestions about alterations to paths, particularly diversions, extensions, closures etc.

12.16.10 Proposed Diss and District Neighbourhood Plan

The Chairman and Clerk had attended the last meeting where it was agreed to set a deadline of the end of January for Thrandeston, Brome and Oakley and The Heywood to confirm if they wished for their parishes to be included in the plan. The Chairman was concerned that this may have delayed progressing the plan for about six months and possibly beyond parish council elections. The next meeting would take place in February. The Chairman had provided a draft governance document which a working party will consider. It was agreed to discuss participation in the plan and possibly data collection, for whatever form a plan may take for Palgrave at the January meeting. *Action: Agenda January meeting.*

12.16.11 Palgrave and District Community Council

12.16.11.1 Reports of the AGM held 9th November and subsequent Executive Committee meetings were received. It was confirmed M Dyer had been elected as Chairman and P Dyer as Vice Chairman with I McClintock being elected Secretary. H Goddard remained Treasurer and the executive committee were voted in 'on block'. A monthly meeting had been held last evening at which the wind turbine was discussed.

12.16.11.2 It was noted that the wind turbine generator has been replaced (under insurance) and the PDCC had been offered the opportunity to apply for a grant from MSDC to mitigate the lost FIT income. As a member organisation with a Trustee (Cllr E Bootman) the Parish Council considered that it was the fiduciary duty of the PDCC Trustees to protect its finances by all means available and that not applying for a grant was not guarding its finances. It was agreed the Parish Council would write to the PDCC Secretary and as such the Parish Council would fulfil its duty. *Action: Letter to be sent to PDCC.*

12.16.11.3 It was noted that the PDCC was still pursuing an apparently complex approach to the revision of its Constitution. It was agreed to remind the PDCC, through the Secretary, that the views of the Parish Council can only be obtained by submission of the relevant material to the Clerk for consideration by the Council at a regular meeting as the applicable law does not permit delegation to the Council's representative. The Clerk would write to confirm this procedure. *Action: Clerk.*

12.16.12. Reports

To receive reports from the following/on the following matters:

12.16.12.1 Joint Working Party (JWP) Play Area – an application had been submitted to 'Awards for All' for a £10,000 grant. A mailshot had been delivered to 70 local business people and a presentation would be given in January to engage them with the fundraising. Donations had been pledged and a full programme of fundraising events for 2017 had been agreed.

Commented [MJB1]: Grips!

Commented [PPC2R1]:

12.16.12.2 Turbine Working Party – the following summary report was provided by the Chairman, for information only.

The Turbine would not be moving to the agricultural field in the immediate future. This was because it was not easy for the agricultural tenancy to be changed. The cost of relocating the turbine the six metres had gone up to £10 – 11,000 after allowing for the fact a blade needed to be replaced. The PDCC was going to make enquiries to whether or not they have to move the turbine the six metres and if the current planning enforcement could be lifted. Mitigation of the flicker, if there were ways to do so, would be done and the new generator should make a difference to the noise levels. It had been accepted that it was the right thing to move the turbine but ultimately this could not be done because of the restrictions in the type of agricultural tenancy. The Turbine Working Party had worked on this issue for over three years and was particularly disappointed. Gratitude was expressed to District Councillor David Burn who had put an awful lot of his time into this project to try and assist both the PDCC and the people of Palgrave.

22.00 It was agreed to suspend Standing Order 3W to allow for the agenda to be completed.

12.16.13 Correspondence

To note the following items of correspondence received since the last meeting and agree action as appropriate:

Date Received	From	Details
21.10.16	Suffolk Association of Local Councils	Annual Report
21.10.16	Suffolk Police	SNT Meeting Eye – notes of meeting (compiled by Parish Council Chairman)
31.10.16	Suffolk Association of Local Councils	Local Government Finance Settlement Consultation Response
02.11.16	Suffolk County Council	A143 Stuston Bypass - Old Bury Road Palgrave - Bury Road Wortham - Cats Eye Reinstatement
03.11.16	Mid Suffolk District Council	Babergh and Mid Suffolk select preferred candidate for post of Joint Chief Executive
7+14.11.16	Parishioners	Traffic on Denmark Hill
08.11.16	Suffolk Association of Local Councils	Suffolk Rural Fund
11.11.16	Suffolk Association of Local Councils	LAIS 1394 Neighbourhood Planning Bill
11.11.16	Mid Suffolk District Council	Christmas and New Year Waste Collections
14.11.16	Mid Suffolk District Council	Town and Parish Council newsletter November
17.11.16	Suffolk County Council	Notification for Temporary Traffic Order - U5407 Priory Road, Palgrave - 05/12/2016
17.11.16	Suffolk Police	Local Policing Review Feedback request
18.11.16	Parishioner	Report of collision
28.11.16	Suffolk Association of Local Councils	Proposed subscription cost for 2017/18
28.11.16	Headway Suffolk (Brain injury association)	Donation request – it was agreed not to support this without evidence of people in the parish had been assisted

12.16.14 Matters for information

None.

12.16.15 Date of next meeting

Thursday 12 January 2017 at 7.30 pm Palgrave Community Centre. Cllr Shirley-Smith offered his apologies in advance for this meeting.

22.00 Meeting closed.