



MINUTES OF MEETING 12.03.2015

Clerk - Ms Vicki Gay

Red House, Back Hills, Botesdale, Diss IP22 1DW - Tel: 01379 898733

www.palgrave.onesuffolk.net

palgravepc@gmail.com

Minutes of Palgrave Parish Council Meeting held on Thursday 12th March 2015 at 7:30pm in Palgrave Community Centre.

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

Also present: C. Cllr J Fleming & D. Cllr D Burn

Members of the Public: None present

03.15.1. Apologies for absence: Cllrs N Weston & K Charman and PCSO Faulkner

03.15.2. Members Declarations of Interest and Dispensations. Cllr Sneddon declared a potential non-pecuniary interest in item 9.3 and so did not take part in that discussion.

MEETING ADJOURNED

03.15.3. Public Question Time: No members of the public present.

03.15.4. To receive reports from:

03.15.4.1 County Councillor Jessica Fleming

Cllr Fleming reported that the SCC Highways online reporting system will be improved following consultation. Cllr Fleming had attended a public meeting to discuss the proposal for new housing at Eye which noted the problems that additional traffic will cause around Eye. She noted that the Parish Council had opposed the proposed right turn ban from the B1077 Stuston Lane onto the A140 and it appears that, after consultation, the consensus was that any solution needs to focus on the Brome rather than Stuston junction. Cllr Fleming and J Kerridge (SCC Highways) met with the Chairman, Cllr Brown and the Clerk to discuss long-standing highway issues in the village. It appears that some sites applied for VAS may not fit the criteria. Cllr Bootman pointed out that the Police use sites westbound on Upper Rose Lane and an alternative on Crossing Road further south near Blands Farm Close for enforcement; it was agreed this information go to SCC.

03.15.4.2 District Councillor David Burn

Cllr Burn had also attended the public meeting at Eye. There has been more than 70 tons of litter collected along the A14 in a month and so the overhead gantry signs will be used as a messaging medium to address this issue. Approval has been given to build the first Council Houses in thirty years, to replace housing stock lost through 'Right to Buy'. Mid Suffolk has approved the charging structure for CIL but the final decision is in the hands of the Inspector. Mid Suffolk and Babergh will be having a joint stand with Fire, Police & Health at the Suffolk Show this year, with the marquee arranged in different areas relating to education, young people, economy, etc. Partners are being asked to contribute to areas where they feel they have something to offer. Babergh and Mid Suffolk have recently submitted bids to the New Anglia Local Enterprise Partnership (LEP) to seek designation as Food Enterprise Zone/s (FES/s); these are government-backed schemes that aim to make it easier for food and farming businesses to grow, especially in rural areas. One of the three areas submitted is Eye Airfield. If designated, grants of up to £50,000 will be made available.

Cllr Burns concluded by stating that anyone who moved to the Parish recently has until 20th April to register to be eligible to vote in the May elections.

03.15.4.3 Suffolk Police Mid Suffolk North SNT (PCSO Dave Faulkner)

PCSO Faulkner submitted a written report informing that since the last meeting there had been 3 reported crimes, the only one for which information can be provided relates to a Burglary at a location on Lower Rose Lane between 25th February and 4th March.

Immobilise - Suffolk Police has joined forces with the online property database Immobilise to help keep property safe and reunite stolen items with their rightful owners across the county. Anyone wishing to register valuables visit www.immobilise.com

Bike & Property Marking Event - at Rickinghall Farmers Market, Rickinghall Village Hall, from 9am until close on Saturday 11th April. Police and Neighbourhood Watch Coordinators will be present. Cycle marking, security products available to inspect and or purchase.

The next Local SNT Tasking meeting is at Thorndon Village Hall at 7.30pm on 27th April.

Cllr Bootman had received a 'phone call from the Editor of the Diss Express asking about the abnormally high crime figures for Palgrave. This is due to a requirement to record incidents at St John's, which are included in the Parish statistics. It resulted from an article in the Eastern Daily Press and, subject to obtaining a copy, Cllr Bootman will write to the Editor of the EDP to explain the reason.

Action Cllr Bootman

MEETING RE-CONVENED

03.15.5 Minutes: The minutes of the meeting held 12th February 2015 were approved and signed as a correct record.

03.15.6. To Receive Reports from the Chairman

03.15.6.1 Palgrave Section 106 monies.

Cllr Bootman had met with Alan Spoor, PDCC Chairman, to explain that S106 monies could be used for: sports pitches, e.g. cricket pitches and ancillaries £2,250; other games, e.g. bowls (but not play areas) £5,900; village hall/community centre £4,275. Cllr Bootman asked that the PDCC give thought to arranging some summer activities for the Parish.

03.15.6.2 Land at The Lows. To note the action being taken concerning re-letting of the land adjacent to the River Waveney and The Lows Public Footpath in order to safeguard the latter. This had been advertised on the website 'Preloved' as suitable for a smallholding with access by quad bike. This is not the case and the owners of the land between The Lows and Denmark Hill are to erect a sign stating 'Private Land – No Access' to try and prevent its use.

The new oak posts have finally been installed at the head of footpath. There are sets of keys for the adjacent landowner Dr Drake and the Parish Council, the latter held by Cllr Bootman.

Cllr Sneddon brought up the condition of the edge of the path in the stretch near the River. This has been reported previously but needs to be reported again.

Action Clerk

03.15.6.3 Parish Lighting

Further information has been received from SCC regarding the footway lighting. This matter is to be raised with Electors and their views sought at the Annual Parish Meeting.

03.15.7. To Receive Reports from the Clerk

03.15.7.1 Elections To consider the procedures and timetable for nominations for Parish Council Elections 7th May 2015.

The Clerk provided Councillors present with nomination papers and asked that they contact her for any elector numbers needed to complete them. Cllr Burn offered to hand deliver the completed papers to the District Offices; Cllr Bootman to liaise with Cllr Burn and to advise arrangements. **Action Cllrs Bootman/Burn**

03.15.7.2 Grass cutting. To consider the grass cutting contract for 2015-16.

The Clerk suggested that a quotation be sought only from MSDC this year. The Chairman reaffirmed that as, grass-cutting was a major expenditure, it should be re-tendered and the names of the previous tenderers are available in the Minutes. The Clerk stated a meeting is in the process of being arranged with MSDC for Monday 19th March and the Chairman asked to be informed of the details. **Action Clerk**

03.15.7.3 Training. To agree Clerk's request for ongoing training.

The Clerk was of the view that given her experience she should be permitted to select her training courses and wished to confirm that budget was available for reimbursement. She was informed that all training must be approved by the Council but the Chairman had powers under Standing Orders to approve any urgent training arising between meetings.

03.15.8. To Receive Reports, Consider Recommendations and Matters Requiring Direction:

03.15.8.1 County Council, District Council and Police Matters

03.15.8.1.1 Local plan pre-consultation. To consider response to Babergh/Mid Suffolk DC Joint Local Plan Review pre-consultation.

Following lengthy discussion it was agreed that as Cllr Bootman had the best understanding of this issue he would formulate the response. This to include comments on: Growth - to allow growth in villages but spread over the District; Housing - propose minimum standards for houses and surrounding spaces; Boundaries - need to be defined but 'elastic' to achieve this; Eye Airfield/Road Network - raise associated issues and concerns. **Action Cllr Bootman**

03.15.8.1.2 B1077 Stuston Lane, Prohibition of Right Turn. To confirm response re SCC (Parish of Stuston) B1077 Stuston Lane, Prohibition of Right Turn for Motor Vehicles.

The Parish Council had submitted an objection to this proposal. Consultation has now finished, see report under Minute 03.15.4.1 above.

03.15.8.2 Churchyard & Cemetery

03.15.8.2.1 Cemetery Plan. To consider the arrangement of further burial plots and Garden of Remembrance in the Cemetery and any works necessary to accommodate them.

The Clerk has spent some time in the Cemetery and will prepare a plan. **Action Clerk**

03.15.8.2.2 Cemetery Car Park. Update on meeting with contractors to discuss options for the Cemetery car park

The Clerk met with two contractors who are providing quotes, one of which available at the meeting to (i) dig out shingle, lay base of old road surface planings and provide a tar & stone surface to the car park (£4,950) (ii) excavate and lay concrete kerb to car park (£2,200) and (iii) excavate, lay concrete base and tarmac surface footpath (£3,150). All prices are ex-VAT.

The Chairman had requested the Clerk to ask Rosedale Funeral Directors if they considered a path to the lower section of the Cemetery was necessary for pall bearers and the response was no, steeper sites are safely managed, but there is an issue with deep shingle surfacing. On this basis it was AGREED not to proceed with a path but to consider other more cost-effective means of stabilising the shingle. **Action Clerk**

03.15.8.3 Paths & Open Spaces

03.15.8.3.1 Bus Shelter & Notice board. To consider a policy for the use of the Palgrave PC Community Notice board in the 'Bus Shelter.

Draft Policy circulated, consideration deferred to next meeting. **Action Clerk**

03.15.8.3.2 The Green, Titleholders Rights. To receive an update re adjoining titleholders' rights concerning The Green.

Cllr Charman not present so deferred to next meeting. **Action Clerk/Cllr Charman**

03.15.8.3.3 Damaged steps. To confirm ownership of steps leading to Jobs Lane Permissive Path.

Cllrs Brown & Sneddon to attempt to ascertain landowner. **Action Cllrs Brown/Sneddon**

03.15.8.3.4 Dog litter bins. To review the location of the present and planned dog bins.

The list of the existing bins was reviewed but it was noted that the one listed as being next to the Old Police House on Lion Road had not yet been put up. The other bin is supposed to be put up at the entry to the permissive path beside Common Hill but the landowner's permission had still not been sought. MSDC needs to be informed of the existing locations.

The storage location of the two 'spare' bins was queried but not confirmed. **Action Clerk**

03.15.8.4 Roads & Traffic

03.15.8.4.1 Highway meeting. To receive an update from the meeting with Josh Kerridge (Highways) & County Cllr Jessica Fleming.

The possibility of a 7.5T weight restriction on Crossing and Priory Roads was again discussed. It was agreed to defer installation of alternative 'Not Suitable for HGVs' signage in the hope that the weight restriction was progressed. The extensive use of the 'Access Only road was evidenced and alternatives discussed including closure, as were problems caused by school parking on the through route and the lack of advance signage of the existing 7.5T restriction on the A143 at Crossing Road, Upper Rose Lane and the 'Access Only' road.

03.15.4.2 Outstanding Highway matters. To review progress with outstanding Highways matters including VAS and HGV signing

Please see under Minutes 03.15.4.1 and 03.15.8.4.1 above.

03.15.9. To consider any Planning Applications or receive Decisions:

03.15.9.1 0392/15 Elm Vale Farm, Denmark Hill, Palgrave - Proposal: Conversion of barn and converted annexe into a dwelling house. Erection of 2 no. cart lodges, installation of sewage treatment plant. (Re-application but without S106 agreement imposed).

As before the Parish Council AGREED to support this application.

03.15.9.2 0715/15 4 The Paddocks, The Green, Palgrave, Diss, IP22 1AG -
Proposal: Hornbeam - 2 overhanging branches to be removed

The Parish Council AGREED to support this application.

03.15.9.3 To note response from The Harlequin Group PRE-APPLICATION CONSULTATION FOR A PROPOSED '4G' BASE STATION UPGRADE AT (114519) Land at Pond Farm, Great Green, Thrandeston, Diss IP21 4BP

Concerns had been expressed regarding any increase to the height of the existing mast and whether the upgrade include 3G coverage as well as 4G (it is understood that 3G coverage is lacking but needed). The Clerk reported that further information has been received but the 3G question has still not been answered and so the question has been resubmitted.

03.15.9.4 The following Application has been granted permission by Mid Suffolk District Council:

4008/14 - Badgers Drift, Priory Road, Palgrave - Erection of rear extensions. **Granted**

03.15.10. Financial Matters

03.15.10.1 To receive the Financial Report. To include an update on the Transparency Code and arrangements for the End of Year Accounts

No Financial Report was presented but the Clerk reported her attendance at training on the Transparency Code and so would ensure that all obligations would be met. **Action Clerk**

03.15.10.1.2 Internal Audit

It was AGREED that SALC should again be requested to undertake the internal audit while Cllr Pudney would carry out the preceding internal review. **Action Cllr Pudney/Clerk**

03.15.10.1.3 Banking arrangements.

Given ongoing issues with Barclays Bank it was AGREED the Council transfer its account to NatWest, the authorised signatories to arrange this. **Action Cllrs Bootman & Sneddon.**

03.15.10.2 Receipts:

None received.

03.15.10.3 The following accounts were approved for payment

03.15.10.3.1 CCTS (Mark Bleay), Cemetery Hedge	100639*	£580.00
03.15.10.3.2 V Gay, Clerk's pay for February	100640	£443.31
03.15.10.3.3 Suffolk CC Lighting, Maintenance & Energy for 2014-15	100641	1089.73

*paid between meetings

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

03.15.11.1 Community Clear Up Day. To receive update from Cllr Brown on 'Community Clean-Up Day'

Arranged for Sunday 22nd March from 10am, meeting at the Community Centre. Cllr Brown reported that he has litter pickers, 'Hi-vis' vests and to date 14 volunteers.

03.15.11.2 Lorrywatch To receive update from Cllr Brown on 'Lorrywatch' observations and reports.

Cllr Brown reported that spot checks conducted on Wednesday 25th Feb 9.00am - 12noon, Friday 6th March 4.00pm - 6.00pm & Monday 9th March 8.00am - 10.00am, a total of 7 hours, recorded 14 HGVs breaching the 7.5T restriction through The Green & Denmark Hill. The reports have been submitted to Peter Canfer, Suffolk CC 'Lorrywatch' that day.

Numerous HGVs & LGVs using Crossing Road & Priory Road had been noted (Reg no., Company name, date & time) and are held on file for reference.

In addition a detailed survey of traffic using the 'Access Only' road was conducted with a total of 118 movements, in & out as follows: Wednesday 25th Feb - 32 + Friday 6th March - 57 (Reg. nos taken) + Monday 9th March - 29 (Reg. nos taken) = total 118 in a 7 hour spell. A number of vehicles belong to Couriers, in particular DPD, with drivers stating that they were only following their Satnavs.

It was noted these figures provide a small indication of the extensive problem with traffic in the village and which will continue to be drawn to the attention of the authorities.

03.15.11.3 Suffolk Family Carers.

Cllr Gibbons provided information regarding Suffolk Family Carers, which has a mobile unit that can visit to offer advice for carers and he is arranging for it to visit Palgrave.

03.15.12. Correspondence:

03.15.12.1 Village of the year 2015. Noted

03.15.13. Next meeting: 7.30pm on 9th April at Palgrave Community Centre.

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

03.15.14.1 Personnel Issues. None

03.15.14.2 Legal Issues. None

No further business, Meeting closed 10.15pm