

Minutes of the Parish Council Meeting

clerk@palgrave-pc.gov.uk

held on 11 June 2026 at 7.30 pm in the Community Centre

Present: Cllrs Collins (EC), Cooper (WC), Hollowday (SH), Pudney (VP) and late arrival Cllr Fausset (RF).

Also in attendance: The Clerk, County Cllr Bain (PB) and District Councillor Weller (TW). No members of the public.

- 06.11.01 **Chair's welcome:** The Chair welcomed everyone to the meeting which was not being recorded.
- 06.11.02 **Apologies for Absence:** Apologies accepted with consent from Cllrs Charman (KC) and Coulson (PC).
- 06.11.03 **Vacancies and Co-Option of Councillors:** There remain 4 vacancies on the Parish Council.
- 06.11.04 **Declarations:**
1. There were no Pecuniary or Non-Pecuniary Interests declared and no requests for dispensations.
 2. Councillors were reminded of their obligations under the new Code of Conduct.
- 06.11.05 **Minutes:** The minutes of the meeting of 14 May 2026 were approved and signed by the Chair.
- 06.11.06 **Matters arising:** The Clerk read out the response from the Suffolk Police and Crime Commissioner about policing in Palgrave as minuted as a query under the public forum in May. The full response is available on our website on the following page: <https://palgrave-pc.gov.uk/home/policing-in-palgrave/>
- 06.11.07 **Reports for Information:** Both County Cllr. Bain and District Cllr. Weller reviewed their reports in full.
- 06.11.08 **Public Forum:** No members of the public present.
- 06.11.09 **Statutory Business and General Governance:**
1. The following policies were unanimously approved en bloc: Privacy Statement; Subject Access Request (SAR); General Privacy Policy; Disciplinary Procedure; Consent Form.
 2. The Insurance provider and payment for the y/c 2 July 02026 was approved as Zurich Insurance.
 3. Consultations: Updates re Norwich to Tilbury Pylon scheme- hearings are continuing w/c 22 June in person or online. Community Governance Review (CGR) – consultation extended to 19 June 2026; Local Government Review (LGR) – SCC are formally challenging the proposals whilst all councils are still working towards the merging to 3 councils in Suffolk. A snapshot of the overall picture and programme phasing is on our website on the following page: <https://palgrave-pc.gov.uk/devolution/>
BMSDC Local Plan Scoping Consultation is a survey open from 5/6 – 31/7/26 for anyone wishing to complete the survey - (<https://www.midsuffolk.gov.uk/joint-local-plan-scoping-consultation>) .
- 06.11.10 **To consider matters relating to planning for Palgrave -**
- a) There were no Planning Application to consider.
 - b) The following Planning Determination was noted: DC/26/00789 – Erection of a single storey extension @Plemont, Lows Lane was granted permission.
 - c) Solar Farms update: **Grange Farm** – latest update from meeting of 26 May with action points previously distributed. Meeting to be held early July with owner of cottage re recent complaint – Chair of PLG and site manager will attend in person. The Clerk sought advice from Birketts Solicitors in regard to the Community Benefit document. It was agreed to pursue paid for legal advice. Liberty Global (LB) may contribute towards this. LB agreed to incorporate index linking into the deed. **Action:** Clerk to proceed with legal advice and advice LG
 - d) Planning enforcement issues: O/S query re fires at The Woodyard and on-site caravans. TW will revert.
 - e) No other planning matters for information.
- 06.11.11 **Finance:**
- a) Payments totalling £3344.44 approved, signed by RF and SH, viewable on website.
 - b) Receipts to note; £65 regular cemetery donation, £375 cemetery fees.
 - c) Bank reconciliation to 31 May 2026 approved and signed by VP. Up to date full accounts noted.
- 06.11.12 **Palgrave School** – No official update to report. Clerk and RF meeting with Chair of Governors and new head at 3.30pm on 7 July to take discussions further re play area etc. It was agreed the Clerk will purchase a suitable card for the retiring head, to be signed by all at next meeting. **Action:** Clerk to purchase
- 06.11.13 **P.D.C.C:** SH reported drain work completed, work on outside patio areas ongoing. 40th year anniversary fete Celebration on 20 June. Councillors to attend if possible.
- 06.11.14 **D.D.N.P:** no further updates until post July meeting. Clerk will provide KC with details in due course.
- 06.11.15 **V.E.T.S:** Refresher CPR & AED training with some basic first aid is being organised by VETS, 7.30pm on 16 October in the PDCC hall. Advert in The Star and bookings through VETS. Zoom meeting this week with Community Heartbeat who've had an internal shake-up resulting in them reviewing the £120 invoice we paid for the telephone line. It may result in a refund to us as it may have been raised in error. Clerk to pursue.
- 06.11.16 **To consider matters and any actions required for those relating to the Community of Palgrave -**
- a) Highways & road related issues; (i) Crossing Road -Clerk contacted the farmer post May Meeting to ask what action is being taken to reduce the flooding that is causing the road to crumble just before the railway crossing.
Action: Clerk to chase for a response

July road closure to be re-advertised in The Star.

b) Speeding and associated matters: 20mph project: RF advised the final construction fee for is £6,120.31(inc. overheads & VAT). This figure includes the renewal of the 'school-keep-clear' road marking and the 'no-entry' road markings adjacent to the school. It is lower than the original estimate due to RF efforts to minimise the street furniture etc. It was unanimously approved that payment can be made when invoice received.

Lorrywatch – Clerk has confirmed existing signage in place and is awaiting the training links.

c) The Green: Parking issues with houses on the west of The Green. RF spoke with new owner at Lime Tree Villa due to a large patch of grass removed from The Green in front of the house. Reason given was drainage. Owner agreed to re-grade it and seed it to put it back to green. Councillors agreed to review the area in one weeks' time. If no remedial work has been carried it, a formal letter of complaint will be issued. **Action: RF to review area 18 June**

The two (2) mounds of tree stump waste have been removed. Have the areas been re-seeded. **Action: A Councillor to check and revert**

d) Other Open Spaces: Dangerous ditch crossing at a permissive footpath along the River Waveney reported to PROW. Await response. Lows footpath needs an urgent cut. **Action: Clerk to contact contractor asap**

Blocked ditch near Spinney / MSDC land off Lows Lane – TW advised a 'Balsam Bash' taking place 13 June. **Action: Clerk to advertise for volunteers to help remove the Himalayan Balsam from the waterways**

e) Priory Wood: Site visit on 20 May resulted with MSDC agreeing to write a management program for our volunteers to work under to help with the basics. Any tree work will remain the work of MSDC. The adjacent field on the left provides a buffer to the solar farm and is part of the SFI (Sustainable Farming Incentive) scheme which continues for another year. Landowner is waiting to find out what the options are for further SFI or similar schemes. There is also a 6-metre margin that the landowner leaves as a grass verge which he derives a small income from under a farming initiative.

f) Cemetery and Churchyard –The incomplete pallet-based compost bin needs to be moved to the other side of the car park. This is a result of the clerk advising the pallet donator to leave it in the wrong place. Once moved, the old compost can be emptied into it and the old bin broken up and removed. Granite sign also needs a monthly clean down by a volunteer.

Action: Councillors to volunteer a late afternoon to move the pallet bin - quite heavy so 3 or 4 people required

g) Flooding at Goulds Close – discussion about ongoing issues with TW and PB. **Action: Clerk to copy PB in on recent correspondence**

h) St John's site – company has gone into liquidation. No site activity. Restricted access with only security firm onsite.

06.11.17 **Out of the Box** - Update provided by the Clerk. Phone Box being removed 1 July – Clerk, PC and 2 volunteers will be on site. Job requirements confirmed with Buckenham Sandblasters, Beccles. New doorframe and rivets pack ordered for delivery to Swan House w/c 22 June who will store for us until 1 July. Glass panels artwork underway with School children.

Information Board: Awaiting leaflet delivery from printers. The A1 information board ordered from manufacturer this week – about a 4-week lead time. Waterproof leaflet dispenser to be ordered within next 4 weeks.

Clerk still to liaise with local builder about re-concreting the phone box back into the base once it is returned.

To agree at next meeting if we can agree a suitable date for a 'grand opening' for the overall project.

06.11.18 **Correspondence:** All correspondence distributed, including an action list of what to do in the event of an illegal encampment within our parish.

06.11.19 **Motion under the Public Bodies** (admission to meetings) Act 1960 – To note that the government mileage allowance has increased from 45p p.m. to 55p p.m. backdated to 1 April 2026.

Date of next meeting – Thursday 9 July at 7.30pm.

The meeting closed at 21.30 hours.

Caroline Emeny (Clerk to Palgrave Parish Council)

FINANCIAL REPORT – 31 May 2026

Current account Unity Trust Bank Account No. Sort codeStatement no's 087 & 040 dd 31/5/2026

Current account statement balance	£ 5,204.19
Savings Account statement balance	£ 49,169.59
Overall Total Reconciles with Accounts Balance As Per Spreadsheet	£ 54,373.78