

# STOWUPLAND PARISH COUNCIL

2 Broomspath Road, Stowupland, Suffolk, IP14 4DB  
Tel: 01449 677005 Email: parishclerk@stowuplandpc.co.uk  
Chairman: Councillor: Sally Reeves Clerk: Mrs Claire Pizzey

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Meeting of STOWUPLAND PARISH COUNCIL  
to be held in Stowupland URC Church Hall on Thursday 6 April 2023 at 7.30pm.

The meeting will consider the items set out below. Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk (01449 677005 or email parishclerk@stowuplandpc.co.uk) at least 24 hours before the meeting so that every effort may be made to provide access.

All Parish Council Meetings are open to the Public and Press Photographing, recording, and broadcasting or transmitting the proceedings of a meeting by any means is permitted. It is our policy that anyone who wishes to do so must speak with the Clerk prior to the meeting.

## AGENDA

### **1. Apologies for Absence**

1. Councillors to note any apologies for absence
2. Councillors to vote on acceptance of apologies for absence

### **2. Declarations of Interest**

To receive any Councillors' Declarations of Local Non-Pecuniary Interests

### **3. Dispensations**

To receive any requests for dispensations

### **4. Minutes**

Councillors to review and approve the minutes of the Parish Council meetings of

1. 2<sup>nd</sup> March 2023
2. 23<sup>rd</sup> March 2023

### **5. Matters of report**

To review the matters arising from previous meetings and agree further action

### **6. Public Forum**

The public will be invited to address the Parish Council. Each member of the public will be allowed a maximum of 3 minutes to address the council with their questions

### **7. To receive reports from the County & District Councillors**

To respond to any questions on reports previously submitted to the Parish Council

### **8. Planning**

1. Councillors to review and approve a response to the following planning applications:  
**DC/23/01313** - Proposal: Householder Application - Erection of extension to existing garage/carport to form double garage Location: 2 Fairfield Cottages, The Green, Stowupland, Stowmarket Suffolk IP14 4AD
2. Councillors to note the decisions issued by Mid Suffolk District Council:  
**DC/23/00168** - Proposal & Location of Development: Application for Listed Building Consent - Replacement of existing concrete tiles with clay pantiles Poplar Farm, Saxham Street, Stowupland, Stowmarket Suffolk IP14 5DF. Listed Building Consent was GRANTED
3. Councillors to consider a response to the public consultation of the proposed Main Modifications to the JLP and Policies Map Changes

#### **9. Bio Diversity and Wildflower Working Group**

Councillors to note the report from the meeting of 6<sup>th</sup> March 2023

1. Councillors to agree that agree that, when the Council has taken responsibility for the land, a tawney owl box be fixed to a suitable tree within Thradstones Meadow

#### **10. Cemetery and Churchyard**

Councillors to note the report from the meeting of 25<sup>th</sup> March 2023

1. Councillors to agree that a quote is sought for the installation of 2 more rows of slabs for Ashes Internments
2. Councillors to agree that the Parish Council purchase a tree to commemorate the coronation of King Charles III from the cemetery reserve to be planted in the gap in the central belt of trees in the cemetery

#### **11. Environment and The Green Sub-Committee**

Councillors to note the report from the meeting of 11<sup>th</sup> March 2023

1. Councillors to discuss Green View hardstanding to ensure works carried out complies with property boundaries
2. Councillors to agree that the Parish Council contacts the contractors that have carried out works on The Green and ask them to make good
3. Councillors to agree the next course of action of properties who continue to park on The Green
4. Councillors to discuss works need on the tracks over The Green
5. Councillors to agree that the Parish Council obtains a quote for the area by the den to be cut back, brambles and broken trees removed
6. Councillors to discuss closing the den area and consider if this needs to be advertised and cleared
7. Councillors to agree if a quote is sought for the removal of the graffiti on the bus shelter at Birch Close
8. Councillors to agree that a quote is sought to grass seed and fill in gaps on the boundary area of the new footpaths over The Green

## **12. Finance and Policy Committee**

Councillors to note the draft minutes from the meeting of 2 March 2023

1. Councillors to agree the recommendation that the Parish Council uses Heelis and Lodge to carry out the Internal Audit for 2022-23 at a cost of £450.00 + vat

## **13. Kings Coronation Working Group**

Councillors to note the report from the meeting of 9 March 2023

## **14. Village Walk Leaflet**

Councillors to note the report from the Chairman

## **15. End of Year reports**

Councillors to note year end reports from:

- Allotment Officer
- Cemetery and Churchyard Officer
- Bio-Diversity and Wildflower Working Group
- Planning Officer
- Play Park Officer
- The Green Sub-Committee
- Traffic Officer

## **16. Clerk**

Councillors to note the clerks report

## **17. Statutory Business**

Councillors to discuss dissolving the Finance and Policy Committee and renaming of the Parish Infrastructure Improvement Plan Sub-Committee to a working group

## **18. Finance**

1. Councillors to note receipts received since the last meeting
2. Councillors to approve the April payments (BACS, DD, and cheque payments)

## **19. Councillors Reports**

Councillors to report any issues

## **20. Correspondence**

Councillors to note correspondence circulated and consider any action

## **21. Dates of next meetings**

1. Finance and Policy Meeting Thursday 20<sup>th</sup> April 2023 7.30pm at URC Church Hall
2. Parish Council Meeting Thursday 11<sup>th</sup> May 2023 7.30pm at Holy Trinity Church Hall
3. Bio-Diversity and Wildlife Working Group Monday 22<sup>nd</sup> May 2023 7.30pm at URC Church Hall

## **22. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting due to the confidential nature of the business to be discussed**

1. Community Litter Picker Salary Review

*Claire Pizzey*

Claire Pizzey | Clerk & RFO to the Council

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