

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

Council Meeting of STOWUPLAND PARISH COUNCIL
to be held in Stowupland URC Church Hall on Thursday 6 October 2022 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 meeting of 1 September 2022 and Extra Ordinary Meeting of 29 September 2022.

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/22/04259 - Proposal: Householder Application - Erection of a two storey side extension and outbuilding (following demolition of existing extension), alterations/part demolition of existing porch, replacement of windows and chimney pot, installation of a first floor shower room, and internal alterations to ground floor as shown in proposed floor plans **Location:** Appleton, Church Road, Stowupland, Stowmarket Suffolk IP14 4BG

DC/22/04260 - Proposal: Application for Listed Building Consent - Erection of a two storey side extension and outbuilding (following demolition of existing extension), alterations/part demolition of existing porch, replacement of windows and chimney pot, installation of a first floor shower room, and internal alterations to ground floor as shown in proposed floor plans **Location:** Appleton, Church Road, Stowupland, Stowmarket Suffolk IP14 4BG

DC/22/04267 - Proposal: Full Planning Application - Erection of agricultural storage buildings (following demolition of existing agricultural yard/storage buildings).

Location: Walnut Tree Farm, Gipping Road, Stowupland, Stowmarket Suffolk IP14 4BD

DC/22/04461- Proposal: Householder Planning Application - Erection of one and half storey rear extension including insertion of new side ground floor window and rooflight in conjunction with part loft conversion. **Location:** 16 Birch Close, Stowupland, Stowmarket, Suffolk IP14 4DW

DC/22/04592 - Proposal: Application for Outline Permission (all matters reserved) Town and Country Planning Act 1990 (as amended) - Severance of garden and erection of 1No single storey dwelling and garage. **Location:** 38 Columbyne Close, Stowupland, Stowmarket, Suffolk IP14 4AP

DC/22/04699 - Proposal: Householder Application - Erection of two storey extension and front porch (following removal of existing porch, rear lean to and wrap around extension) including replacement render, external alterations as per schedule of works. (re-submission of DC/22/02798). **Location:** Poplar Farm, Saxham Street, Stowupland, Stowmarket Suffolk IP14 5DF

DC/22/04700 - Proposal: Application for Listed Building Consent - Erection of two storey extension and front porch (following removal of existing porch, rear lean to and wrap around extension) including replacement render, internal and external alterations as per schedule of works. **Location:** Poplar Farm, Saxham Street, Stowupland, Stowmarket Suffolk IP14 5DF

DC/22/04721 - Proposal: Householder Application - Erection of two storey rear extension and attached side garage (following removal of part of existing single storey rear extension).

Location: The Hedgerows, Church Road, Stowupland, Stowmarket Suffolk IP14 4BG

DC/22/04852 - Proposal: Householder Application - Installation of a wind turbine.

Location: Mill Green Farmhouse, Mill Street, Stowupland, Stowmarket Suffolk IP14 5BJ

2. Councillors to note the decisions issued by Mid Suffolk District Council:

DC/22/03974 - Proposal & Location of Development: Householder Application - Erection of a single storey rear and side extension (following demolition of the rear single storey addition). 10 Highfield Road, Stowupland, Stowmarket, Suffolk IP14 4DA. Planning permission has been GRANTED

DC/21/05988 - Proposal & Location of Development: Householder Application - Erection of front porch extension and garage. Magnolia House, Gipping Road, Stowupland, Stowmarket Suffolk IP14 4AX. Planning permission has been GRANTED

9. Finance and Policy

Councillors to note the draft minutes from the meeting of 29 September 2022

1. Councillors to agree the recommendation that the Parish Council amends the Audit budget figure to £1,050 to allow for the Saaa (Smaller Authorities Audit Appointments) scale fees for 2021-22.
2. Councillors to note the review of the following Risk Assessments:
 - i. Cemetery Caretaker and General Maintenance Worker Risk Assessment
 - ii. Clerk Risk Assessment Risk Assessment
 - iii. Community Litter Picker Risk Assessment
 - iv. Parish Risk Assessment
 - v. Volunteer Risk Assessment
 - vi. Financial Risk Assessment
3. Councillors to agree the recommendation that the Parish Council adopts V 1.5 of the Terms of Reference
4. Councillors to agree the recommendation that the Parish Council agrees the scarifier disclaimer .

10. Biodiversity and Wildlife Working Group

Councillors to note the report from the meeting held on 27 September 2022

1. Councillors to agree that the Parish Council purchases a first aid kit for the use at Parish Volunteer days

11. Churchyard and Cemetery

Councillors to note the report from the Churchyard and Cemetery Officer

1. Councillors to agree that a quote is sought for the trip hazard in the churchyard (pathway near church hall)
2. Councillors to agree that a quote is sought for painting the gates ad side returns of the old side of the cemetery
3. Councillors to agree that a quote is sought for the reduction in height by at least a third of the lime tress in the cemetery

12. Allotment

Councillors to note the report from the Allotment Officers

1. Councillors to consider making a provision for putting on water to the site
2. Councillors to consider allowing green houses
3. Councillors to consider contacting Village buildings to ask them if the Parish Council could collect rain water from their sites for the use by the allotment tenants
4. Councillors to consider turning a plot into a communal area for allotment holders

5. Councillors to agree to write to the tenants of plots 15, 16, 31 & 32 to terminate their contract
6. Councillors to agree that a quote is sought to hire a skip for a volunteer day in Spring 2023

13. Speed Watch

Councillors to note the report from the Speed Watch Officer

1. Councillors to agree that the Parish Council agree to progress preparation of the scheme on the basis of the following sites:
 - i. A1120 opposite the cemetery
 - ii. Thorney Green Road opposite Willow Wood
 - iii. B1115 on the verge in front of the allotments

14. The Green

Councillors to note the Grass Cutting Schedule 2023 Proposal

1. Councillors to agree that B1 both sides of the parking area at the butcher is left uncut in May 2023 and an extra cut in June is arranged to clear any laying grass
2. Councillors to agree that B2 from the far corner of Birch Close near the bus shelter to the Thorney Green and along Thorney Green to the first access across The Green, and from the A1120 to footpath 32 is left uncut in May 2023 and an extra cut in June is arranged to clear any laying grass
3. Councillors to agree that B4 from the track to Green Farm to the footpath in front of Columbyne Close bungalows but leaving 3.0 metres from the edge of the marked-out football pitch is left uncut in May 2023 and an extra cut in June is arranged to clear any laying grass
4. Councillors to agree that the Parish Council write to Orwell Housing stating that although it is their responsibility as landowner to keep the footpath beside the butcher's clear the Parish Council, as a gesture of good faith, is prepared with their permission to keep the grass edges trimmed from March to September

15. Telstar

Councillors to note the report from the Telstar Committee

1. Councillors to agree that Telstar Committee can use the Community Events bingo machine and portable speaker system
2. Councillors to agree that Telstar Committee can use the Community Events bingo and raffle tickets
3. Councillors to agree that Telstar Committee can use the Community Events cupboard, any supplies and draw prizes

16. Chairman

Councillors to note the report and respond to any questions

17. Clerk

Councillors to note the clerk's report and respond to any questions

18. Finance

1. Councillors to note receipts received since the last meeting
2. Councillors to approve the October payments (BACS, DD, and cheque payments)
3. Councillors to consider the proposal for an additional dog bin at Saxham Street at a cost of £340.00
4. Councillors to agree the quote from A E White of £6,951.38 for the construction of a new footpath from FP32 to the Fish Shop
5. Councillors to agree the quote from S P Trees of £260.00 to clear the allotments
6. Councillors to agree the quote from S P Trees of £250.00 to clear the ditch at Corner Farm
7. Councillors to agree the quote from S P Trees of £550.00 to remove and stump grind the jubilee tree (The Green by the butchers)
8. Councillors to agree the quote from S P Trees of £350.00 to add reflectors to the first phase of the post project
9. Councillors to agree the quote from Town & Village Landscapes Ltd of £790.00 to replace the barriers at Columbyne Close

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. Parish Council Meeting Thursday 3 November 2022 at 7.30pm at URC Church Hall
2. Finance and Policy Meeting Thursday 29 November at 7.30pm 2022 at URC Church Hall

Claire Pizzey

Claire Pizzey | Clerk & RFO to the Council

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