

STOWUPLAND PARISH COUNCIL

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

STOWUPLAND PARISH COUNCIL are summoned to attend the
Parish Council Meeting of STOWUPLAND PARISH COUNCIL
to be held in Stowupland Holy Trinity Church Hall on Thursday 13th June 2024 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 9th May 2024

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 a report from the County Councillor Keith Welham

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

8. To receive a report from the District Councillors Rachel Eburne and Janet Pearson

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

9. Planning

1. Councillors to review and approve a response to the following planning applications:

DC/24/02122 - Proposal: Householder Application - Erection of a single storey rear extension and detached garage including permeable surfacing of front garden; Insertion of rear velux rooflight and construction of solar panels (following removal of existing garage and chimney).

Location: 27 Sycamore Road, Stowupland, Stowmarket, Suffolk IP14 4DR

DC/24/02415 - Proposal: Application under Section 73 of The Town and Country Planning Act 1990 for DC/22/03761 for the Variation of Condition 1 (Approved plans and documents) to remove the additional parking area from the plans. Location: Land On The South East Side Of, Church Road, Stowupland, Suffolk

2. Councillors to note that no planning decisions have been issued by Mid Suffolk District Council.

10. BMSDC Joint Local Plan

1. Draft Supplementary Planning Documents Consultation:

Councillors to consider a response to the consultation Babergh and Mid Suffolk District Council are undertaking on three supplementary planning documents:

- a. Bio-Diversity and Trees
- b. Housing
- c. Intensive livestock and poultry

2. Call for sites:

Councillors to note the details regarding the Call for Residential Sites Publications, which is for information only

11. Bio-Diversity and Wildflower Working Group

Councillors to note the minutes from the meeting of 13th May 2024 and make any comments

12. Cemetery and Churchyard

Councillors to note the report from the meeting of 17th May 2024 and make any comments

1. Councillors to agree additional maintenance by the Caretaker (quarterly: March, June, September & December) required at the following areas in the churchyard; behind the church, a triangle section near entrance to the church and the edge of the footpath adjacent to the school that borders the church fence at a cost of 858.00 per annum and this is to be taken from the Cemetery Reserve for the period 2024-25 and added into the budget for 2025-26
2. Councillors to agree that a contractor looks at the gates at the entrance of the church and if they are unable to repair quotes are sought for new gates
3. Councillors to consider seeking separate quotes for the cemetery grass cutting contract for the next four years or to keep this as part of the complete grass cutting schedule
4. Councillors to agree a date for a volunteer session at the cemetery
5. Councillors to agree that quotes are sought for an additional bin housing and bin for the top of the cemetery

6. Councillors to agree the quote from Stowmarket Aggregates of £200 +VAT to remove the spoil from the compound at the cemetery
7. Councillors to note that the contractor employed to carry out the maintenance of the churchyard and cemetery from 2021-2024 has retracted his contract for this year. Councillors to agree the quote from W J Jarvis of £2,200.00 + VAT for the one off cut
8. Councillors to agree the quote from W J Jarvis of £2,100.00 +VAT for the maintenance contract for the Cemetery and Churchyard for the period 2025-2028

13. Parish Infrastructure Improvement Plan (PIIP)

Councillors to note the report from the meeting of 23rd May 2024 and consider the new project requests and any amendments to the Parish Infrastructure Improvement Plan (PIIP)

- a. Holy Trinity Church: Two Notice Boards £3,190.80
- b. Stowupland Bowls Club: Green maintenance equipment £21,001.90
- c. Pre-School & Mighty Oaks: Replacement wet pour surface and replace front door £13,873.00

14. Emergency Planning

Councillors to note the report from the Emergency Planning Officer and make any comments

1. Councillors to agree to purchase a USB facility to add to the emergency plan equipment
2. Councillors to agree to purchase some disposable cups to add to the emergency plan equipment

15. Traffic Officer

Councillors to note the report from the Traffic Officer and make any comments

1. Councillors to agree the proposal for a further Solar SID pole at the top of Church Road and once that work is completed, the new SID equipment is ordered for the new site

16. Statutory Business

1. Councillors to agree to adopt the 2024 Financial Regulations
2. Councillors to agree the change of date for the July meeting to Thursday 11th July 2024 due to the General Election

17. Accounts 2023-24

1. Councillors to approve the Neighbourhood CIL Expenditure Report 2023-24

18. AGAR 2022-23 – Annual Governance & Accountability Return

1. Councillors to review the internal audit report and note the recommendations:
 - a. That the Notice of Exercise of Public rights notice is left on the website each year until after the Internal Audit has taken place the following year
 - b. 2018-19 AGAR is published on the website to complete the 5 years requirements
 - c. To determine the level of general reserve that the council should seek to maintain
2. Councillors to review and agree responses to Section 1 of the AGAR for 2023-24
3. Councillors to review and approve Section 2 of the AGAR for 2023-24

19. Finance

1. Councillors to note receipts received since the last meeting,

2. Councillors to approve the June payments (BACS, DD, and cheque payments)

20. Clerks Report

Councillors to note the report from the Clerk and make any comments

21. Councillors Reports

Councillors to report any issues

22. Correspondence

Councillors to note correspondence circulated and consider any action

23. Dates of next meetings

1. Parish Council Meeting Thursday 11th July 7.30pm at Holy Trinity Church Hall
2. Bio-Diversity and Wildlife Working Group Monday 5th August 2024 7.30pm at URC Church Hall

24. 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. Cemetery extension

Claire Pizzey

Claire Pizzey | Clerk & RFO to the Council

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