

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 URC Church Hall on Thursday 3rd October 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 5th and 18th September 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/24/04056 - Proposal: Householder Application - Erection of single storey rear extension and double garage (following demolition of existing side extension and garage). Location: 20 Saxham Street, Stowupland, Stowmarket, Suffolk IP14 5DA

2. Councillors to note that no decisions were issued by Mid Suffolk District Council.

10. Bio-Diversity & Wildlife Conservation Working Group

Councillors to note the report from Working Group and make any comments

11. Tree Surgery The Green

Councillors to consider the quote received from W J Jarvis for £3,775.00 for tree surgery on the following:

1. Birch Close - Removing any major deadwood from all the trees, cutting ivy at base and cutting back any low over hanging growth over footpath side.
2. Birch Close - There is two large multi stem field maple tree which I would recommend having a 30% crown reduction due to the low down fork unions.
3. Birch Close - Re-pollarding three willow trees back to previous cuts and cutting back low epicormic growth.
4. Tree over hanging path at butchers, cut back off path
5. Felling dead hawthorn tree by Maple road/foot bridge
6. Trees over hanging path, opposite the retreat pub- There are two large lime trees, small willow and prunus to which I would recommend reducing all by up to 30%.

and agree the money is taken from The Environment (The Green) Reserve.

12. Scribe

Councillors to agree the implementation of Scribe Accounting at a cost of £299 + Vat for the initial set up and £35 +vat a month for the software package

13. Risk Assessments

To review the following Risk Assessments: <https://stowupland.suffolk.cloud/governance-and-policy/>

1. Cemetery Caretaker and General Maintenance Worker Risk Assessment
2. Clerk Risk Assessment Risk Assessment
3. Community Litter Picker
4. Parish Risk Assessment
5. Volunteer Risk Assessment
6. Financial Risk Assessment
7. Vehicle Activated Sign Risk Assessment

14. Finance

1. Councillors to receive Quarter 2 finance reports to 26.09.24

- a) Bank Reconciliation
 - b) Budget to actual
 - c) Reserves
2. Councillors to note receipts received since the last meeting,
 3. Councillors to approve the October payments (BACS, DD, and cheque payments)
 4. Councillors to note a VAT refund claim of £7,840.43 for the period from 01.02.24-30.06.24

15. Clerks Report

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

16. Councillors Reports

Councillors to report any issues

17. Correspondence

Councillors to note correspondence circulated and consider any action

18. Dates of next meetings

1. Cemetery and Churchyard Working Group Saturday 5th October 2024 11.00am at Holy Trinity Churchyard
2. Bio-Diversity and Wildlife Working Group Monday 14th October 2024 7.30pm at URC Church Hall
3. Parish Council Meeting Thursday 7th November 2024 7.30pm at URC Church Hall

Claire Pizzey Claire Pizzey | Clerk & RFO to the Council

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