

# STOWUPLAND PARISH COUNCIL

Windmill Lodge, Mill Road, Buxhall Stowmarket, Suffolk, IP14 3DS

Email: [parishclerk@stowuplandpc.co.uk](mailto:parishclerk@stowuplandpc.co.uk)

Chairman: Councillor: Donna Bridges

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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 2<sup>nd</sup> October 2025 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 (07704 701095 or email [parishclerk@stowuplandpc.co.uk](mailto: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 4<sup>th</sup> September 2025

### **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 Janet Pearson and Agnes Watson**

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/25/04112

Co Operative Food Store, Filling Station, Church Road, Stowupland Stowmarket Suffolk  
Application under Section 73 of The Town and Country Planning Act 1990 - Variation of  
Condition 8 (Hours of Illumination) of Advertisement Consent DC/23/00867 dated: 19/04/2023 -  
Construction of 3no Halo illuminated Co-op logos, folded tray panels with wooden effect vinyl  
applied with folded tray fret cut logo panel for petrol canopy and new digitally printed graphics  
applied to petrol pricing totem.

APP/W3520/W/25/3371515

Land South West Of, Rendall Lane, Stowupland, Suffolk  
Appeal - Full Planning Application - Erection of a Factory (B2 - General Industrial) with offices.

DC/25/03921

Land North West Of, Stowupland Road, Stowmarket, Suffolk  
Application under S73 for Removal or Variation of a Condition following grant of Planning  
Permission DC/24/03134 dated 08/01/2025 Town and Country Planning Act 1990 (as amended) -  
Residential Development of 258no. dwellings (91no. affordable) with new public open space,  
landscaping, access and associated infrastructure. - To vary Condition 5 (Off-Site Highway  
Improvements) - as per covering letter and details received.

DC/25/04209

Acorn Place, Saxham Street, Stowupland, Stowmarket Suffolk IP14 5DA  
Notification of works subject to a Tree Preservation Order (MS132/A1)- T1 - Oak - Reduce North  
Easterly aspect overhanging property to approx. 1-1.5m back from the gutter line (edge of  
patio). Creating a vertical visual line. Works to be undertaken to remove the overhang from the  
property, to improve airflow and create future pruning points for maintenance purposes.

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

DC/25/02767

Land On The South East Side Of, Church Road, Stowupland, Suffolk  
Discharge of Conditions Application for 1884/16 - Condition 6 (Landscape Management Plan)  
and Condition 18 (SUDS)

APPROVED (with conditions, see letter)

DC/25/02803

Land On The South East Side Of, Church Road, Stowupland, Suffolk  
Discharge of Conditions Application for DC/24/02415 - Conditions 5 (Play, cemetery and amenity  
management), 6 (Play Space Grass) and 7 (Bin Presentation and Storage)  
APPROVED (with conditions, see letter)

DC/25/03338

Stowupland Hall, Church Road, Stowupland, Stowmarket Suffolk IP14 4BE

Application for works to Trees subject to Tree Preservation Order ES46/A1 - Fell 1 No. Beech (T10), Fell 1 No. Ash (T15), Pollard 1 No. Lime (T13) to 8m, Fell 1 No. Maple (T16) and Reduce lateral spread of 1 No. Beech (T19) by 2m.

Application GRANTED (subject to conditions, see letter)

DC/25/03029

Application under Section 73A of The Town and Country Planning Act 1990 for Outline Permission DC/21/04608/Reserved Matters Approval DC/22/01872 (2no dwellings) for the variation of Condition 2 of the Reserved Matters (Approved plans and documents) for Plot 2.

Plot 2, 20 Saxham Street Stowupland IP14 5DA

GRANTED

DC/25/03000

Full Planning Application - Proposed 1No. 3 bed 1.5 storey self-build dwelling with detached car port and garden store

The Old Garden 22A Saxham Street Stowupland Stowmarket Suffolk IP14 5DA

REFUSED

## **10. Neighbourhood and Joint Local Plan**

1. Councillors to receive and review MSDC's new Joint Local Plan
2. Councillors to note confirmation from MSDC that no funding will be provided for Neighbourhood Plan work and determine:
  - i. When a meeting should be held for the Neighbourhood Plan Committee
  - ii. What funds are available for any Neighbourhood Plan work
  - iii. How best to move forward with any update

## **11. 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 a request for financial support from the village SOAP group

## **12. Scribe Cemetery**

1. Councillors to receive the Business Case and Product Sheet for Scribe Cemeteries
2. Councillors to decide whether to accept the quote and sign up for Scribe Cemeteries with/without the set up

## **13. Cemetery & Churchyard**

1. Councillors to decide how best to progress with regular maintenance of the cemetery and churchyard

## **14. Governance**

1. Risk Assessments - to review the following Risk Assessments:
  1. Cemetery Caretaker and General Maintenance Worker Risk Assessment
  2. Clerk Risk Assessment
  3. Community Litter Picker
  4. Parish Risk Assessment
  5. Volunteer Risk Assessment
  6. Financial Risk Assessment
  7. Vehicle Activated Sign Risk Assessment
2. Councillors to approve/reject the Sexual Harassment Policy, noting it has been adapted into Stowupland's format
3. Councillors to approve/reject the IT Policy, noting it has been adapted into Stowupland's format
4. Councillors to consider the draft Unauthorised Encampments Procedure and provide feedback

## **15. Clerk's Report**

Councillors to note the report from the Clerk and make any comments/decide any actions

## **16. Councillor's Reports**

Councillors to report any issues

## **17. Correspondence**

Councillors to note correspondence circulated and consider any action

## **18. Dates of next meetings**

1. Biodiversity meeting with PC Thursday 23<sup>rd</sup> October 2025 7.30pm at the URC Church Hall
2. Parish Council Meeting Thursday 6<sup>th</sup> November 2025 7.30pm at the URC Church Hall



Rachel Belcher-Nairn, Clerk to the Council

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