

# STOWUPLAND PARISH COUNCIL

**Laburnham Cottage, Stowupland Road, Stowmarket, Suffolk, IP14 5AW**  
**Email: 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 7<sup>th</sup> August 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) 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 5<sup>th</sup> June 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/25/03000**

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

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

### **DC/25/03029**

Plot 2, 20 Saxham Street Stowupland IP14 5DA

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.

### **DC/25/03338**

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

Application for works to Trees subject to Tree Preservation Order ES46/A1

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

### **DC/25/02284**

Oak Gates Church Road Stowupland Stowmarket Suffolk IP14 4BQ

Householder Application - erection of two-bay cartlodge

Planning permission was GRANTED

### **DC/25/00603**

Poplar Farm, Saxham Street, Stowupland, Stowmarket Suffolk IP14 5DF

Application under Section 19 of The Town and Country Planning Act 1990 for Listed Building

Consent DC/22/04700 to vary Condition 2 (Approved Plans and Documents) for design changes as per submitted plans/documents

Listed building consent was GRANTED

### **DC/25/00602**

Poplar Farm, Saxham Street, Stowupland, Stowmarket Suffolk IP14 5DF

Application under S73 for Removal or Variation of a Condition following grant of Planning

Permission DC/22/04699 dated 24/11/2022 Town and Country Planning Act 1990 (as amended) - to vary Condition 2 (Approved Plans and Documents) for design changes as per submitted plans and documents

Planning permission was GRANTED (subject to conditions - see document)

## 10. Finance

1. Councillors to note receipts received since the last meeting
2. Councillors to approve the August payments (BACS, DD, and cheque payments)
3. Councillors to note a VAT return has been filed for Q1 2025-26 at £1333.89 and received on the 21<sup>st</sup> July

4. Councillors to decide any actions resulting from finance report by Councillors Studd & Johnson

**11. Warranty Extension for ELAN SIDs**

1. Councillors to decide whether to extend the warranty of the ELAN speed indicator devices at £199 per device per year + VAT

**12. Governance**

1. Councillors to confirm adoption of the updated Standing Orders, noting that they have been adapted for Stowupland
2. Councillors to confirm adoption of the updated Financial Regulations, noting that they have been adapted for Stowupland

**13. Unauthorised Encampments & Green Access Prevention Measures**

1. Councillors to retrospectively agree to the measures for prevention of unauthorised access onto the green
2. Councillors to note receipt of the report and decide any actions
3. Councillors to note advice received from Suffolk Police's Designing Out Crime team and adopt suggestions if appropriate

**14. Ash Tree, Sycamore Road**

1. Councillors to note recommendation received of 30% crown reduction due to poor form of tree at its base
2. Councillors to review quote of £1050+VAT for work described above, including removal of debris, and decide next steps

**15. Pond Project**

1. Councillors to approve/reject the quote to clear 50% of the pond and dig it out to provide a better habitat
2. Councillors to decide whether wet vegetation and soil matter may be left on the green to dry before being disposed of (with appropriate safety measures)

**16. Clerk's Report**

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

**17. Councillor's Reports**

Councillors to report any issues

**18. Correspondence**

Councillors to note correspondence circulated and consider any action

**19. 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. Review of Caretaker role
2. Details of cemetery extension
3. New NALC payscales

**20. Dates of next meetings**

1. Parish Council Meeting Thursday 4<sup>th</sup> September 2025 7.30pm at the URC Church Hall

Rachel Belcher-Nairn, Clerk to the Council

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