

STOWUPLAND PARISH COUNCIL
Minutes of the Parish Council Meeting held on 4th August 2022 at URC Church Hall

Present: Cllrs Laura Beeson, Donna Bridges, John Hayward, Deborah Melhuish, Paula Murton, Sally Reeves (Chairman), Kevin Stevens and Jerry Voden

In attendance: Claire Pizzey (Clerk), District Councillor Rachel Eburne, Keith Welham and 4 members of the public

1. Apologies for Absence

1. Apologies were received from Cllrs Johnson and Studd.
2. Councillors voted to accept the apologies.

2. Declarations of Interest

No requests for declarations of interest were received.

3. Dispensations

No requests for dispensations were received.

4. Minutes

All Councillor's confirmed receipt of the minutes. Cllr Melhuish proposed to accept the minutes of 7th July 2022 as a true record of the meeting and decisions made. Cllr Voden seconded and all were in favour.

5. Matters of report

MATTER OF REPORT	COMMENT
Quotations for the construction of a 1.2 meter footpath from The Green opposite Willow Wood to Willow Croft Thorney Green Road	On going
Clear ditch at Birch Close	Awaiting date from contractor
Cutting back the trees along the side of The Green up to Corner Farm	Contractor to confirm date when Network Power have completed their work
Network Power to report the ivy growing on the substation outside Corner Farm	Report raised Clerk met with Network Power and work programmed 15.02.22: Chased Network Power 19.04.22 chased again
Bloor Homes: Purchase of Thradstone Meadow	Email sent 21.06.22 to ask for update
Bloor Homes: Landscaping	See Correspondence
Quote for 3 silhouette soldiers	Chairman to liaise with PCC re purchase
LED Up-grade	Order placed
Village Walk Leaflet	Neil Landridge has agreed to work with the Parish Council
Permanent SID Devices - investigate sites and approval fro SCC	On going
Den area	Green Sub-Committee to report

Trees on The Green (SRS & Retreat Pond)	Work Completed
Backfill The Green at Ford Cottages	Work Completed
Quote to repair noticeboards	Agenda item
Remove tree stump on The Green	Work Completed
Meeting with Bio Diversity Committee	Meeting arranged for 1 August
Investigate possible of permanent blocking of Track at Colymbyne Close	On going
Footbridge at FP20 & overgrown at FP46	PROW Officer has advised that a new footbridge has been authorised
Trim Trail Survey	Article has been written for Telstar
Holes The Green, Corner Farm	Green Sub-Committee to report
Quote to cut grass at Allotments	Awaiting Quote
Quote to trim plots 1a & 14a at allotments	Awaiting Quote
Investigate battery operated sound system	On going
Purchase litter bins	Order placed
Enforcement - Green View	Enforcement reported - see correspondence
Reflectors phase one post project	Awaiting Quote

6. Public Forum

A resident reported that the Telstar Committee will be organising some fundraising and wanted to raise this with the Parish Council as they were unsure if the Community Events Sub-Committee have a timetable of events. They also reported that they had been working with Cllr Voden on the permanent SID device project, construction of the footpath on The Green from Columbyne Close to Willow Croft, the Walkers Cup and has volunteered to join the Neighbourhood Plan Review Working Group and the Community Events Sub-Committee.

7. To receive reports from the County & District Councillors

Members confirmed receipt of the District Council report. District Councillor Rachel Eburne highlighted:

- They have requested a meeting with the Planning Officers to discuss the two current applications on Church Road. There is no timetable for these to go to committee as yet but they have asked that both applications are heard at the same time.
- The Ashes Farm application was considered by committee on 20 July. Cllr Eburne sat on the Committee and was able to raise a number of issues. One main point made was to maintain a gap between Stowupland and Stowmarket. The application was deferred for officers to review and report back on a number of issues, including open space provision and highway concerns. Members also asked that this application and the Diapers Farm application (DC/21/03287) – 258 homes be reported concurrently to a future committee

- An application to determine if Prior Approval is required for a Proposed Erection of building for use as crop storage at Walnut Tree Farm has been approved.
- The enforcement issue at Magnolia House is yet to be resolved. Cllr Welham has again asked for the accuracy of submitted drawings be checked on site and site measurements of visibility sight lines be checked against the dimensions set out in the planning permission. He has also asked that no decision be made on application DC/21/05988 – erection of garage and front porch extension – until the visibility requirements of the previous planning condition are met. The District Councillors been have asked to meet with the Chief Planning Officer and Head of Enforcement at MSDC to discuss this and other enforcement issues.

Members confirmed receipt of the County Council Report. County Councillor Keith Welham had nothing else to report.

- The Parish Council agreed to register an interest with The Suffolk Climate Change Partnership who are supporting local groups and Parish Councils identify homes which are losing heat. Thermal imaging cameras are being used as part of the new proposal. These cameras help detect which homes are losing the most heat. The Partnership aims to loan out these cameras to parish councils and those who are interested.
- The Chairman asked what the term Corporate Parent means. The County Councillor advised that when a child goes into care, the council becomes the Corporate Parent. Collective responsibility of the council, elected members, employees, and partner agencies, for providing the best possible care and safeguarding for the children.

8. Planning

1. Councillors to review and approve a response to the following planning applications:
DC/22/03464 - Proposal: Application for Approval of Reserved Matters following grant of Outline Application DC/21/00407 Town and Country Planning Order 2015 - Hybrid Application for the phased employment-led redevelopment of Land at Mill Lane, Stowmarket (Gateway 14) including: Full Planning for site enabling works phase comprising, ground remodelling, utility diversions, installation of framework landscaping, creation of new footpath links, installation of primary substation, highways works including stopping up of Mill Lane, new all modes link from the A1120 Cedars Link to Mill Lane, new footway cycleway over the existing A1120 overbridge, installation of toucan crossing on the A1120 Cedars Link, footpath connection to the Gipping Valley Way, foul and surface water drainage infrastructure, outfalls and associated works:
Outline Planning Permission (all matters reserved, except for access) for the erection of buildings comprising employment and commercial use, open space and landscaping, car and cycle parking, highway works, and other associated works(additional plans, documents and EIA information

received 08/04/2021) and subsequent ES addendum letter received 17th June 2021. Submission of Details for Appearance, Landscaping, Layout and Scale for Plot 4000 including updated Environmental Statement July 2022. Location: Gateway 14, Land Between The A1120 And A14, , Stowmarket, Suffolk: It was agreed that no further comments are submitted from the Parish Council.

2. Councillors to note the decisions issued by Mid Suffolk District Council:
None received.

9. Finance and Policy

Councillors noted the draft minutes from the meeting of 28th July 2022

1. Cllr Hayward proposed that the Parish Council agrees the amendments to the PIIP and the following applications.
 - i. Parish CIL application of £ £14,136.80 was approved for the PCC for double glazed timber replacement windows to north and west sides of the Church hall
 - ii. Parish CIL application of £1,200 was approved for the Village Hall for a contribution towards preparing detailed proposal and obtaining planning permission for phase1 of the improvement project

Cllr Murton seconded with all in favour.

2. The Chairman proposed that the Parish Council agrees to adopt Banking Policy V1.2 following the amendment to procedure ii “A schedule of all payments shall be prepared by the Parish Clerk and presented to each monthly meeting of the Council. Prior to the meeting the Chair or Vice Chair will check and sign the invoices against the payment schedule. The approved schedule will then be signed by the Chairman or Vice Chairman at the meeting.” Cllr Voden seconded with all in favour.
3. Cllr Beeson proposed that the Parish Council accepts the amendments made to the Data Protection Policy V1.1. Cllr Melhuish seconded with all in favour.
4. Cllr Hayward proposed that the Parish Council agrees the recommendation to increase the Fidelity guarantee on the Parish insurance to £750k and accept the quote from BHIB Insurance of £69.42 to the renewal on 30th September 2022. Cllr Murton seconded with all in favour.
5. Cllr Hayward proposed that the Parish Council requests a Barclays Deposit Card for the current account to enable cash to be paid in at the Post office Counter. Cllr Melhuish seconded with all in favour.

10. Queens Platinum Jubilee

Councillors noted the expenditure from the Queens Platinum Jubilee event and no comments were made.

Item	Cost	Income	Notes
Printing of flyer	£100.00		
Bouncy Castles (2of)	£325.00		
Mr Bean (Children's Entertainer)	£475.00		
Sweets for games	£7.49		
Craft Bags/bunting/balloons etc	£241.96		
Raffle Tickets	10.10		
Flowers	£51.00		PC display at church
Mugs& vouchers	£86.00		6 x prizes for crowns
Wood for Beacon	£49.75		
Glow sticks	£37.38		
Raffle		£523.00	For Queens Canopy trees.
Weight of the Cake		£43.00	
Donations		£50.00	Coffee van. We didn't charge site fee so he gave a donation as he had a good day.
Total	£1,383.68	£616.00	

11. Neighbourhood Plan Review

It was agreed that Cllrs Bridges and Melhuish along with the Clerk forms a Neighbourhood Plan Review Working group along with the 3 volunteers. A meeting to be arranged and Terms of reference for the working group to be written.

12. Noticeboard Proposal

Cllr Bridges proposed that the Parish Council agrees the Noticeboard Proposal of £2,147.44 and that it is funded by a Parish CIL application. Cllr Hayward seconded with all in favour.

13. Chairman

Councillors noted the Chairmans report and no comments were made.

14. Clerk

Councillors noted the clerks report and no comments were made.

1. Cllr Voden proposed that the Parish Council proceeds with the assessment to extend the 30mph limit at Gipping Road at a cost of up to £10k and that this is funded by Parish CIL. Cllr Melhuish seconded with all in favour.

15. Finance

1. Councillors noted the receipts received since the last meeting:

Receipts	Cheque / BACS /		Value
Cemetery	BACS	East of England Co-op	£ 125.00
			£ 125.00

2. Cllr Voden proposed to authorise the August payments and to include the BHIB invoice approved 9.4 at item Cllr Hayward seconded with all in favour.

Expenditure	Cheque / BACS / SO		Net	VAT	Total
Wages	BACS	M Hawkins	£ 284.77		£ 284.77
Wages	BACS	D Long	£ 205.83		£ 205.83
Wages	BACS	C PIZZEY	£ 1,027.60		£ 1,027.60
Jubilee	BACS	W & M Smith	£ 207.06	£ 41.41	£ 248.47
Jubilee	BACS	W & M Smith	£ 10.10	£ 2.02	£ 12.12
Jubilee	BACS	W & M Smith	£ 6.37	£ 1.27	£ 7.64
Hall Hire	BACS	Village Hall	£ 15.00		£ 15.00
Cemetery	BACS	Social Gardener	£ 66.00		£ 66.00
Expenses	BACS	C PIZZEY	£ 31.99	£2.40	£ 34.39
Asset	BACS	Realise futures	£ 648.96	£ 129.79	£ 778.75
Cemetery	BACS	Town and Village	£ 850.00		£ 850.00
Cemetery	BACS	Mini Waste	£ 155.00	£ 31.00	£ 186.00
			£ 3,761.26	£ 205.49	£ 3,966.75

16. Councillors Reports

Cllr Bridges reported that one of the footpath volunteers had advised that she would no longer be available to help. A letter of thanks will be sent on behalf of the Parish Council. A newsletter has been written for distribution to all allotment tenants and a meeting will be arranged in September. Cllr Beeson reported that The Green Sub-Committee had met and the report will be sent to the Clerk ready for the September meeting. Cllr Voden introduced two new residents to the members and advised that one of them had taken over as Editor of the Telstar. Cllr Welham and himself had attended a Police Crime Commission event at Kesgrave, contact had been made with the contractors who had quoted for the footpath along The Green and new quotes will be sent to the Clerk, quotes are being sought for the new solar devices and volunteers are needed to help with the Walkers Cup on September 11th 2022. The Chairman asked the members what their thoughts were on the SID device that was purchased for the village and not viable. It was agreed to wait until the quotes have been received for the new solar device before it is offered to a neighbouring village. Complaints are again being received from residents regarding chip shop rubbish resulting in overflowing bins on Thorney Green. It was agreed to contact the new owner and ask if they would place a notice in the window requesting customers dispose of their chip wrappers at the bin provided by the shop.

17. Correspondence

Councillors to note correspondence already circulated and consider any action.

1. MSDC – Parish trees, hedgerows and wildflower scheme 2022: It was agreed to forward this on to The Green Sub-Committee and Bio-Diversity Working Group for consideration.
2. MSDC – Enforcement Trinity Meadows: Information only
3. MSDC – Enforcement Green View: Information only
4. Suffolk Lorry Route Review – Update: Information only
5. MSDC – Update on active travel: Information only
6. National Highways – Roadwork information: The Chairman reported that she had contacted National Highways Customer Contact Center to suggest that the speed Camera van operates at the Cemetery and the layby by Barn Cottages, on Church Road. These have been forwarded to the Project Manager for consideration but they advised that the chosen site has to be safe and a risk assessment carried out before they are used. They have requested that the van is out five nights a week over the diversion and it will be sited at different locations as this is more effective.

18. Dates of next meetings

1. Bio Diversity and Wildlife Working Group Monday 8 August at URC Church Hall
2. Parish Council Meeting Thursday 1 September at 7.30pm at URC Church Hall
3. Finance and Policy Meeting Thursday 29 September at 7.30pm at URC Church Hall

Meeting closed 20.47