

STOWUPLAND PARISH COUNCIL
Minutes of the Parish Council Meeting held on 5th January 2023 at URC Church Hall

Present: Cllrs Donna Bridges, John Hayward, Laura Johnson, Debra Melhuish, Paula Murton,
 Sally Reeves (Chairman), Ray Studd and Jerry Voden

In attendance: Claire Pizzey (Clerk), District Councillor Keith Welham, District Councillor Rachel
 Eburne and 2 member of the public

1. Apologies for Absence

1. Apologies were received from Cllr Kevin Stevens.
2. Councillors voted to accept the apologies.

2. Declarations of Interest

Cllr Voden in item 9.3 and 9.4 as member of the Village Hall Management Committee and 9.7 as Member of the Telstar Committee. The Chairman on item 8.3 as owner of a property opposite the development.

3. Dispensations

No requests for dispensations were received.

4. Minutes

All Councillor's confirmed receipt of the minutes. Cllr Studd Hayward to accept the minutes of 1st December 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
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 Chased again 21.09.22
Bloor Homes: Purchase of Thradstone Meadow	District Council have chased and the transfer should take place before the 60th dwelling is occupied
Bloor Homes: Landscaping	District Council have chased and no response has been received in respect of the tree planting but Bloor have acknowledged that they have work to do.
LED Up-grade	Clerk has chased to ask if project is complete and awaits a response

Village Walk Leaflet	Leaflet in print
Permanent SID Devices - investigate sites and approval from SCC	Awaiting quotes
Den area	Green Sub-Committee to report
Investigate battery operated sound system	Awaiting quotes
Enforcement - Green View	Meeting has been arranged with Arthur Charvonia for 10 January
Reflectors phase one post project	Work Completed
30mph Extension Gipping Road	Traffic Survey has been completed
Tree Surgeon to look at trees in Play Park	Awaiting quotes
Write a procedure for Solar SID Device	
Contact SCC regarding sites for Solar Device	
Trip hazard in Churchyard	Awaiting date from Contractor
Painting cemetery gates	Awaiting date from Contractor
Quotes for reduction lime trees in cemetery	Awaiting quote
Quote skip at allotments	Quote to be sought in Spring 2023
Footpath at Primary School	PROW Officer has contacted the Clerk to advise that he has been contacted by one of our planning officers, who has indicated that there is some funding available for 'improvements' to the Stowupland FP 046 in the form of section 106 funding. A new Officer is starting with the rights of way team in January, who will be dealing with all the S106 projects. Highways are showing some interest in the footpath despite recently declaring that there was no issue with it so hopefully the new officer can sort it all out to provide the improvement as hoped for.
Litter Bin Project	Awaiting delivery of wheelie housings January 2023
Arrange meeting with High School	Contact has been made with the High School and we are awaiting dates for a meeting.
Quote - wooden gazebo around bench in cemetery	Awaiting quote
Five a side goals	
Retreat Pond Project - obtain quotes	
Posters for dog fouling	Email has been sent to the Primary School asking for designs

Clean Commonwealth graves	Completed
Contact Stowupland Falcons regarding spectators using footpath	Completed

6. Public Forum

A resident reported on the amount of rubbish being left in the car park on Gipping Road from the contractors working on the Bloor Homes site.

7. To receive reports from the County & District Councillors

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

- Parish Liaison Meeting:** Mid Suffolk District Council will be holding a Parish Liaison Meeting on Tuesday 7 February, 1.30 to 3.30pm, at The Mix in Stowmarket. This will be an opportunity for MSDC Officers to share current thinking on Mid Suffolk budget setting, and update parishes on progress with the Joint Local Plan and plans for the 2023 elections. Parishes will be encouraged to share plans for Coronation celebrations. Recently appointed Locality Officers will be on hand to explain their role.
- Gateway 14:** It was reported that the spine road connecting A1120 through the site to Mill Lane, Creeting St Peter was opened to traffic just before Christmas, the road remains closed. Landscape planting has commenced and will continue through to March 2023. Gateway 14 road not open
- Local Planning Issues:** /22/03761 – reserved matters application for the erection of 18 dwellings on land opposite the church. This application was not of the list for determination by committee on 21 December and no new date has been set. Rachel and representatives of the Parish Council met with Vincent Pearce (MSDC Planning Officer) to discuss concerns about the development and these concerns have been passed on to the agent acting on behalf of the developer. DC/22/03911 and 03895 – applications to modify S106 obligations, including removal of obligation to provide car park for the school and church, in respect of the site mentioned above.
- Solar Car Ports:** Cllr Studd asked the District Council to find out what the pay back figures are on the 70 solar carports have been erected within the car park at Mid Suffolk Leisure Centre in Stowmarket
- Suffolk Housing Board:** The Chairman asked what MSDC are doing to review the available housing (empty homes, second homes, homes available for rent and sale) and trying to match it

with demand. The District Councillors advised that they are looking to co-ordinate the categories to see how the two can work.

Members confirmed receipt of the County Council Report. County Councillor Keith Welham highlighted:

- **Budget 2023-24:** The 2023/24 financial budget and the 2023/24 carbon budget are expected to be the main items on the agenda. A 3.99% increase in the SCC element of Council Tax is looking likely – 1.99% for the general fund and 2.00% specifically for Social Care. The draft budget is going to scrutiny committee on the 9th January and there will be discussion about the Councils unallocated reserves.
- **Bus Improvements:** Cllr Voden was disappointed for the Parish that the proposed motion calling on the Council to scrutinise the failed bid for bus improvement grants and make recommendations on how to improve future bids was rejected. Concerns are being raised with residents who are unable to use local taxis as they are not working the hours that they once were. The District Councillor agreed to look into the licences that are being raised for taxis in the local area.
- **Saxham Street Road Closure:** The Chairman requested that signs are put out on Gipping Back Road when SCC carry out road repairs along C408 Saxham Street, Stowupland (from junction of Debenham Lane northbound to junction of Stowupland Road) between 12 and 20 January saying unsuitable for large vehicles due to the damage they suffered when Saxham St was closed before.
- **Devolution of Powers from Central Government – the County Deal:** The Chairman raised concerns that details are gradually emerging following the signing of the deal by the Chairman of SCC and a Government Minister.

8. Planning

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

DC/22/06250 - Proposal: Application for Outline Planning Permission (All Matters Reserved) Town and Country Planning Act 1990 (as amended) - Severance of garden and erection of 1No dwelling and construction of vehicular access (following demolition of existing garage) Location: 20 Saxham Street, Stowupland, Stowmarket, Suffolk IP14 5DA. Cllr Studd proposed that the Parish Council currently OBJECTS but would support this application with a condition applied that restricts the dwelling to one storey in height and shall not contain any habitable rooms or windows above ground floor level. The reason for this is to ensure that the dwelling preserves the character of the area and does not adversely impact on neighbours amenities because this

new dwelling will be within a row of single storey homes (Stowupland Neighbourhood Plan policy SNP14 applies). Cllr Johnson seconded with all in favour.

2. Councillors noted the decisions issued by Mid Suffolk District Council:
DC/22/03941 - Proposal & Location of Development: Planning Application - Change of use of land from agricultural to dog walking and construction of car park. Park Farm Barn, Church Road, Stowupland, IP14 4BN. Planning permission was GRANTED.
DC/22/05052 - Proposal & Location of Development: Householder Application - Erection of single storey rear extension and alteration to existing garage roof. 16 Oak Road, Stowupland, Stowmarket, Suffolk IP14 4DP. Planning permission was GRANTED
3. Councillors noted the report from the meeting with Vincent Pearce regarding planning application DC/22/03761 and no comments were made.
4. The Chairman proposed that Cllr Studd makes a response to the Formal Consultation of revisions to the Babergh & Mid Suffolk Planning Local Validation List (LVL). Cllr Voden seconded with all in favour.

9. Finance and Policy

Councillors to note the draft minutes from the meeting of 15th December 2022

1. Cllr Johnson proposed that the Parish Council accepts the recommendation for the following additions to the Cemetery Policy;
 - i. *Provided there is sufficient room and subject to the consent from the Parish Council up to 6 sets of cremated remains can be interred in any adult grave in the Cemetery for which you have an Exclusive Right of Burial (2 at the top, 2 in the middle and 2 at the bottom)*
 - ii. *Subject to Parish Council approval cremated remains may be scattered in any adult grave in the cemetery for which you have the Exclusive Right of Burial. Turf on the grave to be removed and replace after the scattering of the cremated remains.*

Cllr Hayward seconded with all in favour.

2. Cllr Johnson proposed that the Parish Council accepts the recommendation for the following fee of £50.00 for the scattering of cremated remains in the cemetery. Cllr Studd seconded with all in favour.
3. Cllr Johnson proposed that the Parish Council accepts the recommendation to sign the licence to occupy storage at the Village Hall and the fee of £10.00. Cllr Studd seconded with all in favour.

4. The Chairman reported that the points of page 5 E, H & I and Page 6 P & Q need to be addressed before the Parish Council agrees to sign the licence to occupy the Play Area at the Village Hall. Cllr Murton seconded and all were in favour. The Chairman agreed to contact the Village Hall Management Committee.
5. Cllr Johnson proposed that the Parish Council accept the recommendation to make a donation of £350 to Citizens Advice Mid Suffolk. Cllr Hayward seconded with all in favour.
6. Cllr Johnson proposed that the Parish Council accepts the recommendation to agree a budget request from the Bio-Diversity Working Group of £775.00 for the year 2023-24. Cllr Hayward seconded with all in favour.
7. Cllr Johnson proposed that the Parish Council accepts the recommendation to agree a grant request of £4,915.00 from Telstar. Cllr Hayward seconded with all in favour. Cllr Voden abstained.
8. Cllr Johnson proposed that the Parish Council accepts the recommendation to agree a grant request of £264.00 from Good Neighbours. Cllr Hayward seconded with all in favour.
9. Cllr Johnson proposed that the Parish Council accept the budget for 2023-24 and accepts the recommendation to set the 2023-24 precept at £55.79 an increase of 2% with a total precept of £50,564 for the year. Cllr Hayward seconded with all in favour.

Stowupland Parish Council

Budget 2023-24

RECEIPTS	Budget
Allotment income	£ 2,583.00
Precept	£ 50,564.00
Street Cleaning	£ 5,366.40
Total income	£ 58,513.40
PAYMENTS	Budget
Allotment (Rent of land)	£ 1,300.00
Audit costs	£ 1,290.00
Bio-Diversity Reserve	£ 775.00
Cemetery & Churchyard Maintenance	£ 2,607.00
Cemetery - Expenses	£ 1,221.00
Clerk - salary	£ 13,645.00
Election	£ 1,700.00
Expenses	£ 1,110.00
Depreciation & replacement of Assets	£ 591.00
Donations	£ 300.00
Footpaths ditches and tree surgery	£ 2,000.00

General Village Maintenance	£	2,000.00
Grant	£	5,179.00
Grass cutting	£	5,670.00
Hall hire	£	671.00
Insurance	£	1,774.00
Misc.	£	1,000.00
PAYE	£	1,637.00
Pest Control	£	900.00
Street Cleaning - emptying & consumables	£	802.50
Street Cleaning - salary	£	6,439.68
Street Lighting - maintenance & power	£	3,997.50
Subscriptions	£	955.00
Training	£	500.00
Website - Hosting and Domain	£	600.00
Total Expenditure	£	58,665
Reserves	£	151.28

10. Cllr Johnson proposed that the Parish Council accepts the recommendation to agree the cost of £95 to Work Place Pensions Direct for the re-enrolment and re-declaration for the Pension Regulator for Stowupland Parish Council. Cllr Hayward seconded with all in favour.

10. Churchyard and Cemetery

Councillors confirmed receipt of the report on the topple test.

1. The Chairman proposed that the Parish Council contacts the relatives for the memorials that have been laid flat and arrange for them to be repaired if contacts for these are available. Cllr Hayward seconded with all in favour.

11. Traffic Survey Gipping Road

Councillors noted the report following the completion of the Traffic Survey on Gipping Road. The Chairman proposed that the Parish Council contacts Suffolk Highways to ask them to support the figures from the traffic survey and the extension of the 30mph and request a price for the work. Cllr Bridges seconded with 7 in favour and 1 against.

12. Clerk

Councillors noted the clerks report and no comments were made.

13. Finance

1. Councillors noted receipts received since the last meeting

Receipts	Cheque / BACS /		Value
Cemetery	BACS	Bingham	£ 1,090.00

Allotment	BACS	Resident	£ 24.00
Cemetery	BACS	East of England Co-op	£ 75.00
Cemetery/Allotment	CREDIT	Various	£ 462.55
			£ 1,651.55

2. Cllr Melhuish proposed to authorise the January payments. Cllr Hayward seconded with all in favour.

Expenditure	Cheque / BACS / SO		Net	VAT	Total
Wages	BACS	M Hawkins	£ 284.57		£ 284.57
Wages	BACS	D Long	£ 205.83		£ 205.83
Wages	BACS	C PIZZEY	£ 1,071.40		£ 1,071.40
Expenses	BACS	C PIZZEY	£ 34.49	£ 2.40	£ 36.89
Expenses	DD	Barclaycard	£ 513.95	£ 102.79	£ 616.74
Donation	BACS	Citizen Advice	£ 350.00		£ 350.00
Misc.	BACS	JRB	£ 108.55	£ 21.71	£ 130.26
CIL	BACS	PCC	£14,136.80		£14,136.80
CIL	BACS	Cricket Club	£ 18,000.00		£18,000.00
Cemetery	BACS	Social Gardener	£ 33.00		£ 33.00
Pest Control	BACS	RSA Pest Management	£ 250.00	£ 50.00	£ 300.00
			£ 35,114.58	£ 176.90	£35,291.48

14. Precept 2023-24

Cllr Johnson proposed that the Parish Council set Band D at £55.79 an increase of 2% with a total precept of £50,564 for the year 2023-24 following confirmation that the final tax base figures are not amended once received from MSDC later in the month. Cllr Studd seconded with all in favour. The Chairman and the Clerk to signed the declaration.

15. Councillors Reports

Cllr Bridges advised that the Clerk had reported the 30mph signs had not been reinstated on the new street lights along Thorney Green Road and was disappointed with the response from SCC, who advised that as street lighting has been installed at this location the 30mph signs are no longer required as a street lit area indicates a 30mph zone and speed limit repeater signs would only be needed. It was agreed to contact SCC to ask for the 30mph signs to be reinstated to keep the continuity around the village. Cllr Bridges also reported that herself, Cllr Hayward and the Clerk had inspected the allotments and a report would be written for the February meeting. Cllr Studd reported that the Contractors working on the street lighting on Thorney Green Road had removed and scrapped the street lights that

belonged to the Parish Council without consultation. Both these lights had been converted to LED at a cost to the Parish last month and are now no longer in use. It was agreed that this is reported as an enforcement issue to MSDC. He also reported that the ditch work has not improved the standing water at the drains along Thorney Green Road when it rains, the bus shelter remains in situ and has not been upgraded as agreed with the Site Manager in November 2021. The Clerk agreed to send an email to the site manager to remind them of these works. Cllr Studd also reported that the Parish Council needs to be aware that the road has sunk as Columbyne Close meets Trinity Walk. Discussions were had around the depth of the ditch on Thorney Green Road. It was agreed that this is a Health and Safety issue and would be included in the enforcement report. Cllr Murton reported that the December SOAP (Stowupland Old Age Pensioners) event had been a success. Concerns were had that no gritting facilities were available for use at the venue. Cllr Voden agreed to address this at the next Village Hall Management meeting. Cllr Johnson reported moles on The Green opposite Birch Close. Cllr Hayward proposed that the Parish Council purchases a grit bin for use at Chestnut Close. Cllr Voden seconded with all in favour. The Chairman reported that the Suffolk Police and Crime Commissioner annual survey to gauge public views for the policing element for the council tax precept for the next financial year is available and asked members to complete. The Chairman also reported that the Parish Council had expressed an interest in booking the Thermal Imaging Cameras. The guidance has been released and the Parish Council would be responsible for carrying out the surveys and collating the data. It was agreed that no one had the time to set up a working group to move this project forward.

16. Correspondence

Councillors to note correspondence already circulated and consider any action.

1. Bruno Peek: Coronation of his Majesty King Charles III
2. Suffolk Highways: Upcoming works Saxham Street 12 January 2023
3. Resident: Volume of traffic on A1120

17. Dates of next meetings

1. Bio-Diversity and Wildlife Working Group Monday 9th January 2023 at 7.30pm at URC Church Hall
2. Kings Coronation Working Group Thursday 12th January 2023 at 7.30pm via Zoom
3. Parish Council Meeting Thursday 2nd February 2023 at 7.30pm at URC Church Hall

Meeting closed 20.55