

STOWUPLAND PARISH COUNCIL
Minutes of the Parish Council Meeting held on 6th October 2022 at URC Church Hall

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

In attendance: Claire Pizzey (Clerk), District Councillor Keith Welham, District Councillor Rachel
 Eburne and 1 member of the public

1. Apologies for Absence

1. Apologies were received from Cllrs J Hayward, P Murton and K Stevens.
2. Councillors voted to accept the apologies.

2. Declarations of Interest

None received.

3. Dispensations

No requests for dispensations were received.

4. Minutes

All Councillor's confirmed receipt of the minutes. Cllr Bridges proposed to accept the minutes of 1st September 2022 as a true record of the meeting and decisions made. Cllr Voden seconded and all were in favour. Cllr Studd proposed to accept the minutes of 29th September 2022 as a true record of the Extra Ordinary meeting and decisions made. Cllr Beeson seconded with all 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	Contractors start date of 5 October
Clear ditch at Birch Close	Work completed
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	Email sent 21.06.22 to ask for update
Bloor Homes: Landscaping	Ongoing enforcement issue
Quote for 3 silhouette soldiers	Delivered
LED Up-grade	Work has started
Village Walk Leaflet	Ongoing
Permanent SID Devices - investigate sites and approval fro SCC	Awaiting quotes
Den area	Green Sub-Committee to report

Quote to repair noticeboards	Order placed with Contractor
Holes The Green, Corner Farm	Anglian Water have top soiled and seeded the area
Quote to cut grass at Allotments	Agenda item
Quote to trim plots 1a & 14a at allotments	Agenda item
Investigate battery operated sound system	On going
Purchase litter bins	Bins delivered awaiting fitting
Enforcement - Green View	Ongoing enforcement issue
Reflectors phase one post project	Agenda item
30mph Extension Gipping Road	Email sent to Suffolk Highways asking to proceed
Contact Anglian Water - Yellow Bollard Butches	
Anglian Water - reinstate The Green by Green Farm	Anglian Water have top soiled and seeded the area
Footpath sign FP55	Reported on the SCC portal
Grass Contractor - spray Play Park	
Tree Surgeon to look at trees in Play Park	Awaiting quotes
Write a procedure for Solar SID Device	Ongoing
Contact SCC regarding sites for Solar Device	Ongoing
Graffiti at bus stop Birch Close	Completed
Stowupland Falcons - Permission to use The Green	Email has been sent
Additional Dog bin Saxham Street	Agenda item

6. Public Forum

Nothing to report.

7. To receive reports from the County & District Councillors

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

- Council Tax Reduction Scheme: Cabinet also considered proposals to amend the Council Tax Reduction Scheme. Cabinet agreed to consult on a scheme to increase the council tax reduction for eligible household from 95% to 100%. Currently households who receive benefits such as Universal Credit have reduced council tax bills depending on the amount of benefit they receive; benefits may change from one month to the next and MSDC is then required to send a new council tax bill. Many households enter arrears and the cost of collecting arrears is often greater than the arrears themselves. Cabinet meeting they agreed a council tax reduction scheme.
- Planning: There is still no firm date for committee to consider the planning applications on land opposite the church: the Landex application for approval of reserved matters and the outline application for 14 homes on land behind the Landex site. On 12 October, Planning Committee will be considering another application for development within the Gateway 14 site. This is for

outline permission for the building proposed as a distribution centre for The Range, including open space and landscaping, car and cycle parking, highway works, and other associated works.

- District Councillor Welham reported that he had spoken to the Officer in charge of the project to complete the link from Bloor Homes to Trinity Walk and had been advised that they were looking to take this forward in this month's CIL bid window. The Clerk reported that an email had been received from Bloor Homes who had advised that they have now progressed their design for the planning required for the path and ditch crossing and require permission to do works to remove 2no trees on MSDC land to facilitate the ditch crossing. The Officer at MSDC confirmed that they would review this request and get back to Bloor Homes in due course.

Members confirmed receipt of the County Council Report. The members asked for updates on the following:

- Concerns were raised that vehicles will use the entrance from Gipping Road onto the Bloor Development when Oxlip Way is closed to carry out the resurfacing of the road.
- The Council was disappointed that the new Highways Community Liaison Engineer had dismissed the requirement to have a barrier at footpath 32.

8. Planning

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

DC/22/04259 - Proposal: Householder Application - Erection of a two storey side extension and outbuilding (following demolition of existing extension), alterations/part demolition of existing porch, replacement of windows and chimney pot, installation of a first floor shower room, and internal alterations to ground floor as shown in proposed floor plans Location: Appleton, Church Road, Stowupland, Stowmarket Suffolk IP14 4BG. Cllr Studd reported that this is a scaled down version of a previous application and proposed that the Parish Council SUPPORTS. Cllr Johnson seconded with all in favour.

DC/22/04260 - Proposal: Application for Listed Building Consent - Erection of a two storey side extension and outbuilding (following demolition of existing extension), alterations/part demolition of existing porch, replacement of windows and chimney pot, installation of a first floor shower room, and internal alterations to ground floor as shown in proposed floor plans Location: Appleton, Church Road, Stowupland, Stowmarket Suffolk IP14 4BG. Cllr Studd reported that this is a scaled down version of a previous application and proposed that the Parish Council SUPPORTS. Cllr Johnson seconded with all in favour.

DC/22/04267 - Proposal: Full Planning Application - Erection of agricultural storage buildings (following demolition of existing agricultural yard/storage buildings). Location: Walnut Tree Farm, Gipping Road, Stowupland, Stowmarket Suffolk IP14 4BD. Cllr Studd that the Parish

Council makes no comment on this application as it will not allow the rebuild of the Nutshells.

Cllr Johnson seconded with all in favour.

DC/22/04461- Proposal: Householder Planning Application - Erection of one and half storey rear extension including insertion of new side ground floor window and rooflight in conjunction with part loft conversion. Location: 16 Birch Close, Stowupland, Stowmarket, Suffolk IP14 4DW. Cllr Studd reported that whilst the application asks for a rear extension it would appear to be a front extension. Cllr Studd proposed that the Parish Council SUPPORTS the application and that a comment is made to advise of the error in the application. Cllr Johnson seconded with all in favour.

DC/22/04592 - Proposal: Application for Outline Permission (all matters reserved) Town and Country Planning Act 1990 (as amended) - Severance of garden and erection of 1No single storey dwelling and garage. Location: 38 Columbyne Close, Stowupland, Stowmarket, Suffolk IP14 4AP. Cllr Studd reported that this new dwelling does not appear to be in conflict with the Neighbourhood Plan so would suggest the Parish Council SUPPORTS the application. Cllr Bridges seconded with all in favour.

DC/22/04699 - Proposal: Householder Application - Erection of two storey extension and front porch (following removal of existing porch, rear lean to and wrap around extension) including replacement render, external alterations as per schedule of works. (re-submission of DC/22/02798). Location: Poplar Farm, Saxham Street, Stowupland, Stowmarket Suffolk IP14 5DF. Cllr Studd reported that this is a scaled down version of a previous application that the Parish Council supported and proposed that the Parish Council SUPPORTS again. Cllr Johnson seconded with all in favour.

DC/22/04700 - Proposal: Application for Listed Building Consent - Erection of two storey extension and front porch (following removal of existing porch, rear lean to and wrap around extension) including replacement render, internal and external alterations as per schedule of works. Location: Poplar Farm, Saxham Street, Stowupland, Stowmarket Suffolk IP14 5DF. Cllr Studd reported that this is a scaled down version of a previous application that the Parish Council supported and proposed that the Parish Council SUPPORTS again. Cllr Johnson seconded with all in favour.

DC/22/04721 - Proposal: Householder Application - Erection of two storey rear extension and attached side garage (following removal of part of existing single storey rear extension). Location: The Hedgerows, Church Road, Stowupland, Stowmarket Suffolk IP14 4BG. Cllr Studd reported that whilst this property is in an area of listed buildings it does not seem to be intrusive

and proposed that the Parish Council SUPPORTS the application. Cllr Johnson seconded with all in favour.

DC/22/04852 - Proposal: Householder Application - Installation of a wind turbine.

Location: Mill Green Farmhouse, Mill Street, Stowupland, Stowmarket Suffolk IP14 5BJ: Cllr Studd proposed that the Parish Council SUPPORTS the application. Cllr Johnson seconded and all were in favour.

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

DC/22/03974 - Proposal & Location of Development: Householder Application - Erection of a single storey rear and side extension (following demolition of the rear single storey addition). 10 Highfield Road, Stowupland, Stowmarket, Suffolk IP14 4DA. Planning permission has been GRANTED

DC/21/05988 - Proposal & Location of Development: Householder Application - Erection of front porch extension and garage. Magnolia House, Gipping Road, Stowupland, Stowmarket Suffolk IP14 4AX. Planning permission has been GRANTED

9. Finance and Policy

Councillors confirmed receipt of the draft minutes from the meeting of 29 September 2022

1. Cllr Johnson proposed that the Parish Council agrees the recommendation that an amendment is made to the Audit budget figure to £1,050 to allow for the Saaa (Smaller Authorities Audit Appointments) scale fees for 2021-22. Cllr Melhuish seconded and all were in favour.
2. Councillors noted the review of the following Risk Assessments and no comments were made:
 - i. Cemetery Caretaker and General Maintenance Worker Risk Assessment
 - ii. Clerk Risk Assessment Risk Assessment
 - iii. Community Litter Picker Risk Assessment
 - iv. Parish Risk Assessment
 - v. Volunteer Risk Assessment
 - vi. Financial Risk Assessment
3. Cllr Johnson proposed that the Parish Council adopts V 1.5 of the Terms of Reference. Cllr Studd seconded with all in favour.
4. Cllr Johnson proposed that the Parish Council agrees the scarifier disclaimer. Cllr Studd seconded with all in favour.

10. Biodiversity and Wildlife Working Group

Councillors confirmed receipt of the report from the meeting held on 27 September 2022. It was agreed that a sign would be put up by the log pile at the Retreat pond to advise residents of the project.

1. The Chairman proposed that two new first aid kits are purchased. One for Parish Volunteer days and the other for the emergency plan. Cllr Johnson seconded with all in favour.

11. Churchyard and Cemetery

Councillors confirmed receipt of the report from the Churchyard and Cemetery Officer

1. The Chairman proposed that the Parish Council agrees that quotes are sought for the trip hazard in the churchyard (pathway near church hall). Cllr Melhuish seconded with all in favour.
2. The Chairman proposed that the Parish Council agrees that quotes are sought for painting the gates and side returns of the old side of the cemetery. Cllr Studd seconded with all in favour.
3. The Chairman proposed that the Parish Council agrees that quotes are sought for the reduction in height by at least a third of the lime tress in the cemetery. Cllr Studd seconded with all in favour.

12. Allotment

Councillors confirmed receipt of the report from the Allotment Officers

1. Councillors considered the request for the provision of putting water to the site. The members decided that this would not be considered at the current time.
2. Councillors considered the request to allow green houses on the site. The members decided that this would not be considered at this time as the tenancy agreement already allows Polytunnels at a maximum size 6 feet by 8 feet by 6 feet high semi-circular.
3. Councillors considered the proposal to contact the committees running Village buildings to ask if the Parish Council could collect rain water from their sites for the use by the allotment tenants. The members decided that the Village Hall may consider a rain water catcher on their new building.
4. Cllr Bridges proposed that the Parish Council turns one allotment plot into a communal area. Cllr Johnson seconded and all were in favour. It was agreed that Stowmarket Church Charity are contacted to seek their permission for the change of use of a plot.
5. Cllr Bridges proposed that the Parish Council write to the tenants of plots 15, 16, 31 & 32 to terminate their contract. Cllr Johnson seconded with all in favour.
6. Cllr Bridges proposed that the Parish Council agree that a quote is sought to hire a skip for a volunteer day in Spring 2023. Cllr Melhuish seconded and all were in favour.

The Chairman thanked Cllr Voden for all his support with the Allotments over the years as he steps down as Allotment Officer for the Parish Council.

13. Speed Watch

Councillors confirmed receipt of the report from the Speed Watch Officer

1. Cllr Voden proposed that the Parish Council agrees to progress preparation of the scheme on the basis of the following sites:
 - i. A1120 opposite the cemetery
 - ii. Thorney Green Road opposite Willow Wood
 - iii. B1115 on the verge in front of the allotments

Cllr Johnson seconded with all in favour.

14. The Green

Councillors confirmed receipt of the Grass Cutting Schedule 2023 Proposal

1. Cllr Beeson proposed that the Parish Council agrees that B1 both sides of the parking area at the butcher is left uncut in May 2023 and an extra cut in June is arranged to clear any laying grass. The Chairman seconded and with no one in favour the motion was rejected.
2. Cllr Beeson proposed that the Parish Council agrees that B2 from the far corner of Birch Close near the bus shelter to the Thorney Green and along Thorney Green to the first access across The Green, and from the A1120 to footpath 32 is left uncut in May 2023 and an extra cut in June is arranged to clear any laying grass. The Chairman seconded and with no one in favour the motion was rejected.
3. Councillors to agree that B4 from the track to Green Farm to the footpath in front of Columbyne Close bungalows but leaving 3.0 metres from the edge of the marked-out football pitch is left uncut in May 2023 and an extra cut in June is arranged to clear any laying grass. The Chairman seconded and with no one in favour the motion was rejected.
4. Cllr Beeson proposed that the Parish Council write to Orwell Housing stating that although it is their responsibility as landowner to keep the footpath beside the butcher's clear the Parish Council, as a gesture of good faith, is prepared with their permission to keep the grass edges trimmed from March to September. Cllr Melhuish seconded with all in favour.

15. Telstar

Councillors confirmed receipt of the report from the Telstar Committee

1. The Chairman proposed that the Telstar Committee can use the Community Events bingo machine and portable speaker system. Cllr Beeson seconded with all in favour.
2. The Chairman proposed that the Parish Council agrees that the Telstar Committee can use the Community Events bingo and raffle tickets and replace them. Cllr Melhuish.

3. The Chairman proposed that the Parish Council agrees that Telstar Committee can use the Community Events cupboard and any supplies. Cllr Melhusih seconded and all were in favour.

16. Chairman

Councillors confirmed receipt of the report and no comments were made.

17. Clerk

Councillors confirmed receipt of the report and no comments were made.

18. Finance

1. Councillors to noted receipts received since the last meeting

Receipts	Cheque / BACS /		Value
Cemetery	CREDIT	Co-op Funeral	£ 125.00
Precept	BACS	MSDC	£ 23,068.50
Community Events	CASH	Garage Sale	£ 500.00
Cemetery	BACS	J Wright Stonemason	£ 75.00
			£ 23,768.50

2. Cllr Bridges proposed to authorise the October payments. Cllr Melhuish 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	£1,027.40		£1,027.40
Wages	BACS	HMRC	£ 200.00		£ 200.00
Expenses	BACS	C PIZZEY	£ 31.99	£ 2.40	£ 34.39
Expenses	DD	Barclaycard	£ 513.33	£ 96.67	£ 610.00
Website	BACS	Suffolk.cloud	£ 150.00		£ 150.00
ICO	BACS	Claire Pizzey	£ 40.00		£ 40.00
B&WC	BACS	Keith Welham	£ 233.00	£ 46.60	£ 279.60
Pest Control	BACS	RSA Pest Management	£ 250.00	£ 50.00	£ 300.00
Dog Emptying	BACS	MSDC	£ 43.26	£ 8.65	£ 51.91
Tree Work	BACS	SP Tree and Hedge	£ 575.00		£ 575.00
Cemetery	BACS	The Social Gardener	£ 33.00		£ 33.00
Audit	BACS	PKF Little John	£ 800.00	£160.00	£ 960.00
Community Events	BACS	EACH	£ 500.00		£ 500.00
Donation	BACS	Ladybirds	£ 40.00		£ 40.00
Insurance	BACS	BHIB	£ 1,563.59		£1,563.59
			£ 6,491.17	£364.32	£6,855.49

3. The Chairman proposed that the Parish Council accepts the proposal for an additional dog bin at Saxham Street at a cost of £340.00. Cllr Beeson seconded with all in favour.
4. The Chairman proposed that the Parish Council accepts the quote from A E White of £6,951.38 for the construction of a new footpath from FP32 to the Fish Shop. Cllr Studd seconded with all in favour.
5. The Chairman proposed that the Parish Council accepts the quote from S P Trees of £260.00 to clear the allotments. Cllr Studd seconded with all in favour.
6. The Chairman proposed that the Parish Council accepts the quote from S P Trees of £250.00 to clear the ditch at Corner Farm. Cllr Voden seconded with all in favour.
7. The Chairman proposed that the Parish Council accepts the quote from S P Trees of £550.00 to remove and stump grind the jubilee tree (The Green by the butchers) and a tree by Green Farm. Cllr Melhuish seconded with all in favour.
8. The Chairman proposed that the Parish Council accepts the quote from S P Trees of £350.00 to add reflectors to the first phase of the post project. Cllr Bridges seconded with all in favour.
9. The Chairman proposed that the Parish Council accepts the quote from Town & Village Landscapes Ltd of £790.00 to replace the barriers at Columbyne Close. Cllr Melhuish seconded with all in favour.

The Clerk asked that all budgets from Committees and Officer are received by the middle of October ready for consideration for the 2023/24 budget.

19. Councillors Reports

Cllr Bridges reported that some of the footpath from The Chapel to the Retreat needs to be looked at as some of the wood around the edges is higher than the path and is a trip hazard. Cllr Beeson suggested that the Parish Council sets up a working group to arrange an event in the village for the Kings Coronation. Cllrs Bridges, Johnson and Melhuish along with the Clerk offered to join. Cllr Voden reported on the Walkers Cup and thanked all involved. Cllr Studd reported that the bags from the dispenser had been thrown along Thorney Green Road, which wasn't the first time and suggested that the Parish Council considers not replacing them. He also reported that the top rails on the wooden fence along the ditch at the Cloumyne close had disappeared. The Clerk to report on the Suffolk County Council portal. The Chairman reported on the condition of the footpath beside the Primary School footpath. The footpath is breaking up and narrowing. The Clerk to report on the Suffolk County Council portal. It was agreed to add to the portal. The Chairman also reported that following the removal of the graffiti in the Play Park even more has appeared. It was agreed to include a Play Park

item on the agenda for November meeting. The Chairman reminded members that places need to be agreed for the planting of trees from the Jubilee event this year. It was agreed to include an item on the agenda for November meeting.

20. Correspondence

Councillors to note correspondence already circulated and consider any action.

1. Costain – Gas Main replacement works Stowupland: No action.
2. MSDC – Green View enforcement: No action.
3. MSDC – JLP update: No action.
4. MSDC – CIL Funding: No action.
5. MSDC – Tree Canopy Survey: No action.

21. Dates of next meetings

1. Parish Council Meeting Thursday 3 November 2022 at 7.30pm at URC Church Hall
2. Finance and Policy Meeting Thursday 24 November at 7.30pm 2022 at URC Church Hall

Meeting closed 21.22