

**STOWUPLAND PARISH COUNCIL**  
**Minutes of the Annual Council Meeting held on 1<sup>st</sup> June 2023 at URC Church Hall**

Present: Cllrs Laura Beeson, Laura Johnson, Paula Murton, Ray Studd (Chairman) and Jerry Voden

In attendance: Claire Pizzey (Clerk), District Councillors Rachel Eburne and Janet Pearson and County Councillor Keith Welham

**1. Apologies for Absence**

1. Apologies were received from Cllr Bridges & Melhuish.
2. Councillors voted to accept the apologies.

**2. Declarations of Interest**

No declarations of interest were received.

**3. Dispensations**

Councillors considered the following dispensations:

1. Cllr Johnson proposed that the Parish Council would allow Cllr Studd to discuss, not vote but be able to stay in any meeting relating to the development of land in the Parish by Taylor Wimpey to May 2027. Cllr Voden seconded with all in favour.
2. Cllr Johnson proposed that the Parish Council Cllr Studd to discuss, not vote but be able to stay in any meeting relating to the development of land in the Parish by Vistry Group (Bovis/Linden Homes) to May 2027. Cllr Voden seconded and in favour.

**4. Minutes**

All Councillor's confirmed receipt of the minutes. Cllr Voden proposed to accept the minutes of 16<sup>th</sup> May 2023 as a true record of the meeting and decisions made. Cllr Beeson 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	Start date confirmed of week commencing 26.06.23
Bloor Homes: Purchase of Thradstone Meadow	On going
Bloor Homes: Landscaping	05.01.22: Email from Bloor Homes to advise they are progressing well with landscaping on site.
Permanent SID Devices - investigate sites and approval from SCC	Sites agreed and application sent to SCC

30mph Extension Gipping Road	Response to the Factual Report made
Tree Surgeon to look at trees in Play Park	Referred to the Village Hall Management Committee
Write a procedure for Solar SID Device	
Quotes for reduction lime trees in cemetery	Start date confirmed of week commencing 26.06.23
Footpath at Primary School	Clerk and CC Keith Welham to follow up
Litter Bin Project	Contractor chased as work not completed as advised
Retreat Pond Project - obtain quotes	
Grit Bin - Chestnut Close	Grit bin ordered
Bus Shelter - Thorney Green Road	Message left with Site Manager
Bruno Peak D-Day beacon	May 2023 - Once new Council is formed
Play Park Volunteer Day	Volunteer day agreed for 8 July 2023
Trim Trail - Bloor Homes commuted sum gym equipment	Email sent to Bloor Homes
Pond Liability report	Completed
Litter Picks	
Quote for slabs at cemetery	Contractor to confirm a start date
Quote for posts and repair to track at Mill Cottages	Contractor to confirm a start date
Remove 3 panels at Birch Close bus shelter and report to MSDC Anti-Social behaviour team	Volunteer to remove the panels
Linden Homes - contact regarding construction signs	Message left with Site Manager
Grass Cutting Contractor - state of The Green and Cemetery	Contractor has been advised of the state of the last cut
Grass seed - cemetery	See Clerk report
Letter to Green View	Email sent to resident
Resident - respond regarding graffiti	Email sent to resident

## 6. Public Forum

A resident reported on the state of the mowing around the pond and ditch at the Retreat Pond.

## 7. To receive report from the County Councillor Keith Welham

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

**Suffolk Police is to scale back its response to mental health;** This is a big concern for Suffolk County Council.

**Air quality:** Suffolk County Council has set out its plan for improving air quality in Suffolk following results from a recent air quality survey, as its county-wide Air Quality Strategy is published.

**Adult social care:** Suffolk County Council are starting a trial to hire e-bikes out for care providers to use. The Council are hearing about the peer review on adult social care that was carried out by various social care providers. There are a number of areas for consideration. Patients awaiting discharge now seems to be under control for the first time since COVID. Vacancy numbers in social care are coming down and the home care waiting list is now at its lowest for years.

## 8. To receive a report from & District Councillors Rachel Eburne and Janey Pearson

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

**Planning Committee:** Cllr Mansel is to be the Chair of planning committee and there is to be a change to the schedule of planning committees. The first daytime planning committee will be held on Wed 21<sup>st</sup> June and then every 4 weeks. In between those main meetings provisional meetings will be scheduled for 17:30 on the intermediate fortnightly Wednesdays. It is hoped that more meetings will be in communities rather than in Ipswich. Council meetings:

**Planning Issues:** DC/22/03761 – reserved matters application for the erection of 18 dwellings on land opposite the church. This is still being considered by planning officers and there is no further feedback at this stage. DC/22/03911 – application to modify S106 obligations including removal of obligation to provide car park for the school and church regarding the above application – no further information. DC/22/03895 – application to modify S106 obligations for changes to the affordable housing mix, in respect of the site mentioned above, now has an additional bungalow (rather than house) and a further change to one house. DC/22/06200 – application for a new factory in land off Rendall Lane. The planning officer is considering responses.

## 9. Planning

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

**DC/23/01259** - Proposal: Planning Application - Change of use of Clock Tower to 1 bed holiday let with associated internal and external works, internal insulation, additional windows, and minor alterations to appearance and fabric. Replace East Store Barn roof from asbestos to metal clad and install PV panels to south facing slope. Location: Columbyne Hall, Gipping Road, Stowupland, Stowmarket Suffolk IP14 4AT. Cllr Studd proposed that the Parish Council SUPPORTS the application. Cllrs Johnson seconded with all in favour.

**DC/23/01260** - Proposal: Application for Listed Building Consent - Change of use of Clock Tower to 1 bed holiday let with associated internal and external works, internal insulation, additional windows, and minor alterations to appearance and fabric. Replace East Store Barn roof from asbestos to metal clad and install PV panels to south facing slope. Location: Columbyne Hall,

Gipping Road, Stowupland, Stowmarket Suffolk IP14 4AT. Cllr Studd proposed that the Parish Council SUPPORTS the application. Cllrs Johnson seconded with all in favour.

**DC/23/02283** - Proposal: Full Planning Application - Erection of 3No dwellings and creation of a new highway access (amended scheme to that previously approved). Location: Land Adjacent To Rosemary, Church Road, Stowupland, Stowmarket Suffolk IP14 4BG. Cllr Studd proposed that the Parish Council makes no comment as an objection was made to the previous application. Cllr Murton seconded with all in favour.

**DC/22/03761** - Proposal: Application for approval of Reserved Matters following Outline Planning Approval 1884/16 dated 24/12/2019 - Erection of 18 dwellings (including 6No Affordable/Starter homes), parking for primary school and extension to cemetery. Submission of details for Appearance, Layout, Landscaping and Scale. Location: Land On The South East Side Of, Church Road, Stowupland, Suffolk. Cllr Studd proposed that the Parish Council makes no additional comments to those already given. Cllr Johnson seconded with all in favour.

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

**DC/23/01313** - Proposal & Location of Development: Householder Application - Erection of extension to existing garage/carport to form double garage. 2 Fairfield Cottages, The Green, Stowupland, Stowmarket Suffolk IP14 4AD. Planning permission was GRANTED.

## **10. Bio-Diversity & Wildflower Working Group**

Councillors noted the report and actions taken by the working group following the meeting of 22<sup>nd</sup> May 2023

1. Cllr Johnson proposed that the Parish Council agrees that the Bio-Diversity and Wildflower Working Group should enter in discussions with MSDC in respect of the four grassed areas at the junctions with Gipping Road. Cllr Voden seconded with all in favour.

## **11. AGAR 2021/22 – Annual Governance & Accountability Return**

1. Councillors reviewed the internal audit report and noted the following recommendations:
  - a. The Council should adopt a Reserves Policy
  - b. To note that it is a requirement to appoint an Internal Auditor and record the decision in the minutes of the meeting during the year of the audit.
2. Councillors reviewed and agreed the responses to Section 1 of the AGAR for 2022-23 and the document was signed by the Chairman and Responsible Finance Officer.
3. Councillors reviewed and approved Section 2 of the AGAR for 2022-23 and the document was signed by the Chairman and Responsible Finance Officer.

## **12. Vehicle Activated Devices**

Cllr Murton proposed that the Parish Council agrees the proposal of £6,389.98 for the purchase of 2 solar devices, 3 solar posts and that this is funded by Parish CIL. Cllr Beeson seconded with all in favour.

### 13. Finance

1. Councillors noted receipts received since the last meeting

Receipts	Cheque / BACS /		Value
Cemetery	BACS	Bingham	£ 150.00
Cemetery	BACS	Bingham	£ 1,800.00
Cemetery	CREDIT	Various	£ 85.00
VAT	BACS	HMRC	£ 2,167.10
			£ 4,202.10

2. Cllr Murton proposed to authorise the June payments. Cllr Johnson seconded with all in favour.

Expenditure	Cheque / BACS / SO		Net	VAT	Total
Wages	BACS	M Hawkins	£ 310.47		£ 310.47
Wages	BACS	D Long	£ 225.77		£ 225.77
Wages	BACS	C PIZZEY	£ 1,071.80		£ 1,071.80
PAYE	BACS	HMRC	£ 312.33		£ 312.33
Expenses	BACS	C PIZZEY	£ 45.49	£ 2.60	£ 48.09
Audit	BACS	Heelis and Lodge	£ 490.00		£ 490.00
Expenses	DD	Barclaycard	£ 228.53	£ 35.76	£ 264.29
Kings Coronation	BACS	Telstar	£ 52.00		£ 52.00
Cemetery	DD	Wave	£ 16.08		£ 16.08
Kings Coronation	BACS	D Bridges	£ 19.02		£ 19.02
Cemetery	BACS	The Social Gardener	£ 66.00		£ 66.00
Cemetery	BACS	Mini Waste Ltd	£ 165.00	£ 33.00	£ 198.00
Grass Cutting	BACS	Top Garden	£ 810.00	£ 162.00	£ 972.00
Grass Cutting	BACS	Top Garden	£ 810.00	£ 162.00	£ 972.00
Grass Cutting	BACS	Top Garden	£ 870.00	£ 174.00	£ 1,044.00
			£ 5,492.49	£ 569.36	£ 6,061.85

#### 14. Clerks Report

Councillors noted the clerks report. The Clerk highlighted:

**Footpath 39 Trinity Walk:** County Councillor Keith Welham had met with the Community Liaison Engineer. The Parish Council agreed that their preferred footpath connection remains alongside the hedge at the end of Trinity Walk, with bollards. They decided that they would proceed with a Traffic Regulation Order (TRO) to include Trinity Walk and Devon Road. A quote for the works will be made available when details of the rates within the new highways contract are available.

**Footpath 46 (beside the Primary School):** It was agreed that the Parish Council would wait for Suffolk County Council to upgrade FP46 beside the Primary School.

**Noticeboard at Trinity Meadows:** A resident had made a report that drawing pins from the noticeboard on the development had been found to be causing damage to car tyres. Two members of the Council who live on Trinity Meadows have agreed to assess the problem and discuss at the July meeting.

#### 15. Councillors Reports

Cllr Murton reported that graffiti is getting worse around the village. Cllr Beeson reported that a resident had contacted her about cat noise deterrent devices and if they could be reported. Cllr Studd reported on the difficulty leaving the village hall car park due to the poor visibility caused by the hedge. Cllr Voden agreed to report this at the June Village Hall meeting. Cllr Studd also reported that the Parish footpath map frame needs to be refurbished. The Clerk to contact the Handyman for a quote.

#### 16. Correspondence

Councillors to note correspondence already circulated and consider any action.

1. MSDC – Commencement of further examination hearing sessions for the joint local plan.
2. Fitness Group – Request to use The Green for community exercise: It was agreed that Thorney Green could be used.

#### 17. Dates of next meetings

1. Parish Council Meeting Thursday 6<sup>th</sup> July 2023 7.30pm at URC Church Hall
2. Bio-Diversity and Wildlife Working Group Monday 24<sup>th</sup> July 2023 7.30pm at URC Church Hall

Meeting closed 20.28