

**STOWUPLAND PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on 5<sup>th</sup> September 2024 at URC Church Hall**

Present: Cllrs Donna Bridges (Chair), Terry Easter, Laura Johnson, Ray Studd and Jerry Voden

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

**1. Apologies for Absence**

1. Apologies were received from Cllrs Beeson, Melhuish, Murton and Power
2. Councillors voted to accept the apologies.

**2. Declarations of Interest**

There were no declarations of interest.

**3. Dispensation**

There were no dispensations received.

**4. Minutes**

All Councillor’s confirmed receipt of the minutes from the meetings of the 1<sup>st</sup> August 2024. Cllr Studd proposed to accept the minutes of the meeting of the 1<sup>st</sup> August 2024 as a true record of the meeting and decisions made. Cllr Johnson seconded and all were in favour.

**5. Matters of reports**

MATTER OF REPORT	COMMENT
Bloor Homes: Purchase of Thradstone Meadow	On going
Retreat Pond Project	On going
Bus Shelter - Thorney Green Road	Work has started on the bus shelter
Order and plant oak tree at cemetery	
Investigate Defibrillator	Request increase in Parish CIL contribution as CC locality grant £500
Arrange CPR training	On going
Quote from grass contractor for removal of grass at cemetery	Awaiting quote - ask new contractors when meeting for tender
Quote from grass contractor for levelling graves	Awaiting quote - ask new contractors when meeting for tender
Duck crossing Signs	Email sent to the management Company at Bloor Homes
Obtain a conservation quote for the wildflower meadow	The Clerk reported that a local land owner has agreed to cut the meadow

		at a cost of £300 which will be taken from their reserve.
Contact Linden Homes regarding repair of Track at Thorney Green Road		On going
Bio-Diversity questionnaire		Questionnaire to be presented at the October Bio-Diversity meeting for members to agree before presenting to the PC
Play Park inspection quotes for work		Awaiting quotes
Churchyard Gates		Agenda Item - September
Additional Housing and Bin Cemetery		Awaiting quotes
Quotes for Grass cutting - October meeting		Awaiting quotes
Quotes Tree work on The Green		Awaiting quotes
Quote no turning signs		
Investigate permanent solar SID for Church Road		On going
Hornbeam Road Sign - reposition		Contact made with Address Management to re-instate the sign
Linden Homes - Ditch		Reported to Linden Homes - No response

## 6. Public Forum

A resident reported that a local landowner had cut the footpath along Gipping Road from Trinity Meadows to Walnut Tree Farm but unfortunately it had not been cut to the original width and now part of the footpath has been ploughed with the field. A resident reported that one of the advertising boards had not been removed following a request last month.

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

Members confirmed receipt of the County Council report. County Councillor Keith Highlighted:

- Public meetings with the PCC and the Chief Constable: The PCC, Tim Passmore and Chief Constable Rachel Kearton are hosting a series of public meetings across the county through September and October, with an on-line meeting in November.
- Chestnut Tree: A resident has been in contact and would like to plant a chestnut tree that has been grown from seed in the village. The Parish Council to consider at their next meeting the

planting of the tree on the junction of Chestnut and Birch Close and to agree responsibility of this for the future.

- Safer Route to School meeting: A meeting has been scheduled for Monday 23<sup>rd</sup> September.
- High School Hedge: The Academy has agreed to inspect the hedge between the school and the Bowls Club that provides poor visibility to pedestrians crossing the school entrance.

#### **8. To receive a report from the District Councillors Rachel Eburne & Janet Pearson:**

Members confirmed receipt of the District Council report. District Councillors Rachel Eburne and Janet Pearson highlighted:

- Simpler Recycling: Babergh and Mid Suffolk are looking to introduce a new weekly food waste collection from 2026 and increase amount of items that can be put in the recycle bin.
- Conversations with residents: MSDC are asking resident for their thoughts on what they think MSDC should invest in to improve the community.
- Babergh & Mid Suffolk District Councils Economic Strategy Workshops: Launching Economic Strategy Workshops. Tasked with developing an inclusive Economic Strategy for Babergh and Mid Suffolk, MSDC are committed to fostering strong collaboration with key partners. launching economic workshops business to look at a strategy for Stowmarket.
- Heart of Suffolk Big Weekend: Babergh and Mid Suffolk District Councils are running the Heart of Suffolk Big Weekend, a new event which encourages local residents to explore what the districts have to offer, and shines a spotlight on its culture, leisure and visitor attractions. The Big Weekend takes place on 19/20 October, with residents living in either district able to enter prizes draws from Monday 16 September.

#### **9. Planning**

1. Councillors reviewed and agreed a response to the following planning applications:  
DC/24/01956 - Proposal: Full Planning Application - Erection of 2No. semi-detached dwellings Location: Jefferys, Gipping Road, Stowupland, Stowmarket Suffolk IP14 4AR. Cllr Studd proposed that the Parish Council OBJECTS to the application and makes the following comments:
  - Whilst Stowupland Neighbour Plan would support development of infill sites it also states that any development should be of good design. We do not feel this is the case with these proposed dwellings.
  - The roof height of 8.8m would overwhelm the neighbouring properties. There are bungalows to the left with roof heights of 5m and Jefferies cottage to the right with a roof height of 5.9m. The current street scene around this plot has roof heights

reducing from the right to the bungalows on the left, there are only bungalows on the other side of the street.

- The Parish Council also feel 2 parking spaces per dwelling of 2.45m wide is unworkable with modern car widths. If 4 cars were parked at the 2 proposed dwellings very little room would be left for access to the front doors by occupiers and postman etc. Cars leaving the properties may have to reverse out onto the road as there is no ability to turn on the site.
- There is also very poor visibility when leaving the site with traffic approaching from the left.

Cllr Voden seconded with all in favour.

DC/24/03559 - Proposal: Application for Reserved Matters following Outline Approval of DC/21/00407 Town and Country Planning (Development Management Procedure)(England) Order 2015 (as amended). Submission of details for Appearance, Landscaping, Layout and Scale for the erection of buildings comprising commercial and employment use, open space and landscaping, car and cycle parking, highway works and other associated works, accompanied by EIA Statement (Gateway 14 -Plot 3200 Innovations Skills Centre).

Location: Gateway 14 (Plot 3200), Land Between The A1120 And A14, Stowmarket, Suffolk.

Cllr Studd proposed that the Parish Council SUPPORTS the application. Cllr Easter seconded with all in favour.

DC/24/03849 - Proposal: Householder Application - Erection of a single storey front, side and rear extension. Location: 2 Thorney Green Road, Stowupland, Stowmarket, Suffolk IP14 4BY.

Cllr Studd proposed that the Parish Council SUPPORTS the application. Cllr Voden seconded with all in favour.

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

DC/24/02928 - Proposal & Location of Development: Householder Application - Erection of rear glazed canopy. 16 Daisy Way, Stowupland, Stowmarket, Suffolk IP14 4FT. Planning permission was GRANTED.

3. Councillors noted the Appeal Decision issued by The Planning Inspectorate:

APP/W3520/W/23/3325598 - Land at Church Road, Stowupland IP14 4BQ. The appeal is dismissed.

4. Taylor Wimpey:

It was agreed that the Parish Council accepts the offer of a meeting with Taylor Wimpey to further discuss the land South at Stowupland Road, Stowupland and the Chair and Clerk will attend.

5. Babergh and Mid Suffolk Joint Local Plan Part 2 Development Plan Document – Sustainability Appraisal Scoping Report Consultation:

It was agreed that no response is made to the SA Scoping Report.

6. 2024 BMSDC Town and Parish Council Survey (Planning):

It was agreed that the Clerk and Planning Officer completes the survey on the Parish experience of working with the planning service at Babergh & Mid Suffolk District Councils.

7. Street Naming and Numbering:

It was agreed that the three new dwellings address remain as Church Road and no suggestion of a new road name is needed.

#### **10. Bio-Diversity & Wildlife Conservation Working Group**

Councillors noted the report from the meeting of 5<sup>th</sup> August 2024. Keith Welham reported that the Working Group are planning to prepare and tidy the wildflower area following the conservation cut and this includes an exhibition of the working of a scythe. The group have visited Barley Close and they feel that some useful work can be done there to benefit the residents and new High viz tabards advertising the working group have been ordered for when working around the village.

#### **11. Cemetery and Churchyard**

Cllr Studd proposed that the Parish Council accepts the quote from Barking Engineering £4,200 +VAT.

Cllr Johnson seconded with all in favour.

#### **12. Play Park**

Cllr Studd proposed that the Parish Council accepts that MSDC organises the Annual Play Inspection for 2025 at a cost of £58.00 +VAT. Cllr Johnson seconded with all in favour.

#### **13. Defibrillator Project**

Cllr Studd proposed that the Parish Council accepts an additional £500 is used from Parish CIL for the Defibrillator Project. Cllr Voden seconded with all in favour.

#### **14. Trinity Walk installation of bollards**

Cllr Johnson proposed that the Parish Council accepts the quote from MSDC of £315.14 to provide the materials and labour required to install the bollards. Cllr Johnson seconded with all in favour.

#### **15. External Audit**

1. Councillors noted the completion of the limited assurance review on the end 31 March 2024 for Stowupland Parish Council and accepted the Except for Matters as reported:

- Section 2 has not been prepared in accordance with proper practices. The income and expenditure basis must be used to prepare its accounts for the third and subsequent years that the income and/or expenditure exceeds £200k. Please ensure that the 2023/24 figures are restated in

the prior year comparatives when completing next year's AGAR.

- Other matters not affecting our opinion which we draw to the attention of the authority:

We note that the smaller authority did not comply with Regulation 15 of the Accounts and Audit Regulations 2015 as it failed to make proper provision during the year 2024/25 for the exercise of public rights, since the approval date was after the start of the period for the exercise of public rights. As a result, the smaller authority must answer 'No' to Assertion 4 of the Annual Governance Statement for 2024/25 and ensure that it makes proper provision for the exercise of public rights during 2025/26.

The Clerk advised that she will be investigating the potential use of Scribe, an accounts package that is tailored for Parish Councils. A report and proposal will be submitted at the October meeting.

2. Councillors noted that the Clerk has advertised the conclusion of audit for the year ending 31 March 2024 in accordance with the legislation.

## 16. Finance

1. Councillors noted receipts received since the last meeting

Receipts	Cheque / BACS /		Value
Cemetery	BACS	Seaborn	£ 100.00
Allotment	BACS	Tenant	£ 20.00
Allotment	BACS	Tenant	£ 20.00
			£ 140.00

2. Cllr Johnosn proposed to authorise the September payments. Cllr Easter seconded with all in favour.

Expenditure	Cheque / BACS / SO		Net	VAT	Total
Wages	BACS	M Hawkins	£ 324.81		£ 324.81
Wages	BACS	D Long	£ 247.87		£ 247.87
Wages	BACS	C PIZZEY	£1,246.90		£ 1,246.90
Expenses	BACS	C PIZZEY	£ 75.99	£ 10.00	£ 85.99
Wages	BACS	HMRC	£ 376.84		£ 376.84
Various	DD	Barclaycard	£ 289.53	£ 53.83	£ 343.36

Grass Cutting	BACS	Top Garden	£ 870.00	£ 174.00	£ 1,044.00
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Cemetery	BACS	Social Gardener	£ 99.00		£ 99.00
Tree Surgery	BACS	W Jarvis	£ 250.00	£ 50.00	£ 300.00
Cemetery	DD	Wave	£ 19.50		£ 19.50
Audit	BACS	PKF Littlejohn	£ 630.00	£ 126.00	£ 756.00
CIL	BACS	Stowupland Falcons	£14,500.00		£14,500.00
Insurance renewal	BACS	Zurich	£ 1,579.48		£ 1,579.48
			£21,379.92	£ 587.83	£21,967.75

### 17. Clerks Report

Councillors noted receipt of the Clerks report. The Clerk reported her concerns over the quotes for the grass cutting contract tender. Additional contractors to be approached.

### 18. Councillors Reports

Cllr Voden reminded councillors of the Walkers cup taking place at the weekend and dog owners are leaving bagged dog poo bags along the footpath on Trinity Meadows. Cllr Johnson reported on an overgrown hedge at footpath 34 (Chapel Lane).

### 19. Correspondence

Stowupland Falcons – Permission to use football pitch on The Green for 2024-25 season: Permission was granted.

Mendlesham Parish Council – New bus service: Information.

Babergh & Mid Suffolk Councils – Briefing notes: Information.

Haughley Parish Council – Letter to Adrian Ramsey MP requesting visit with Haughley, Old Newton & Wetherden Parish Councils: Information.

### 20. Dates of next meetings

1. Parish Council Meeting Thursday 3<sup>rd</sup> October 2024 7.30pm at URC Church Hall
2. Bio-Diversity and Wildlife Working Group Monday 14<sup>th</sup> October 2024 7.30pm at URC Church Hall

Meeting closed 20.24

A copy of any reports or correspondence cited in the minutes can be made available from the clerk:

[parishclerk@stowuplandpc.co.uk](mailto:parishclerk@stowuplandpc.co.uk)

Signed Chairman:

Date: