

STOWUPLAND PARISH COUNCIL

Minutes of the Parish Council Meeting held on 6th February 2025 at the URC Church Hall at 7.30pm

Present: Cllrs Donna Bridges (Chair), Terry Easter, Laura Johnson, Debra Melliush, Paula Murton, Ray Studd, Jerry Voden, & Rachel Belcher-Nairn (Clerk)

In attendance: District Councillor Janet Pearson, County Councillor Keith Welham

1. Apologies for Absence

1. Apologies were received from Cllrs Beeson & Power and District Councillor Rachel Eburne.
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 Councillors confirmed receipt of the minutes from the meetings of the 9th January 2025. Cllr Johnson proposed to accept the minutes of the meeting of the 9th January 2025 as a true record of the meeting and decisions made. Cllr Studd seconded with all in favour.

5. Matters of report

PC DATE	MATTER OF REPORT	COMMENT
14-Oct-21	Bloor Homes: Purchase of Thradstone Meadow	On going (paperwork with solicitors)
01-Dec-22	Retreat Pond Project	On going
05-Jan-23	Bus Shelter - Thorney Green Road	Ongoing
02-Nov-23	Order and plant oak tree at cemetery	Spring
01-Feb-24	Arrange CPR training	Article to go into Telstar to gauge interest
07-Mar-24	Duck crossing Signs	PC to order and install
09-May-24	Play Park inspection quotes for work	Awaiting quotes
13-Jun-24	Churchyard Gates	Order placed - installation 25 Jan
01-Aug-24	Quotes for Grass cutting	Ongoing
01-Aug-24	Quotes Tree work on The Green	Works starting in December
01-Aug-24	Quote no turning signs Thorney Green Road	Ongoing
01-Aug-24	Investigate permanent solar SID for Church Road	PC to order and install
01-Aug-24	Hornbeam Road Sign - reposition	Address Management have suggested removing the sign
01-Aug-24	Linden Homes - Ditch	Ongoing
05-Sep-24	Bollards at Trinity Walk	Ongoing
03-Oct-24	Lending Library	Ongoing - meeting with carpenter
09-Jan-25	Anglian water to repair Green/bench	Ongoing

6. Public Forum

Several residents reported that Footpath (FP) 32 is in a poor state of repair and, given its heavy use as a route to the Coop, fish and chip shop, school etc it be upgraded to reflect that. The resident has been in contact with Cllr Welham and enquiries have already been made by the Parish Council for works to be completed. Please see item 10 for further information.

One resident reported that their driveway is regularly being used by delivery drivers for turning, which is damaging the surface. Cllr Bridges advised that the Greens Committee will assess the damage.

A resident reported that the trunk of an ash tree on their property boundary moves in high winds. Cllr Bridges noted that this tree is part of ongoing tree maintenance around the village.

New footpaths at the back of Sycamore Close backing onto the green have become overgrown and narrow. The footpath is to be reported to SCC for clearing.

Road markings between Hornbeam Road and Maple Close have faded and there is a concern that there will be a traffic accident as a result. Highways to be asked about this junction.

A resident enquired about the site of the oak tree proposed to be planted in the cemetery. Cllr Bridges will enquire with the previous Chair. The same resident enquired about the progress of the tree planting on Chestnut Close, which the Clerk advised was ongoing.

The same resident enquired about the works to the bus shelter on Thorney Green Road, which the Clerk advised was ongoing via correspondence with Linden Homes.

There is a concern that the landscaping on Trinity Meadows has planted laurel, which was not permitted. This is a matter for MSDC, who are responsible for landscaping conditions.

Residents have reported that the footpath leading from Trinity meadows to Trinity walk has become overgrown and the surface degraded.

A resident reported that the Village Hall Trustees would like to hold refresher CPR & defibrillator training, which they would be happy to do with the Parish Council. Clerk to liaise with the Village Hall to arrange this.

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

Members confirmed receipt of the County Council report. There were no questions.

Councillor Welham provided further updates on several issues:

Devolution – Cllr Welham reported that there had been no decision from the Government on Suffolk's fast track application as more time is needed to consider the request. 2025's elections are cancelled and Cllr Welham is happy to remain as County Councillor.

Cllr Welham enquired about the Crowfoot Close streetlight (Correspondence no. 3) and offered to pursue the County Council's adoption of streetlights in that area.

Regarding FP32, Cllr Welham recalled a meeting approximately 4 years ago between the County and Parish Councils to discuss widening, re-surfacing and reducing the slope at the southern end. Clerk to arrange a meeting with Josh White and Oliver Wastell from Highways, with Cllr Welham after ownership of land is clarified (please see item 10). Cllr Welham could fund design work from his locality budget.

Cllr Bridges asked Cllr Welham to amend the contents of his report, which stated that the Parish Council would fully fund the A1120 Crown junction upgrade works. The PC requested that Highways request £9,999 from MSDC (dec 2024 Minutes). As there was some discussion of the origins of the project, it was agreed to re-consider the project at the next meeting.

Cllr Welham clarified the contents of the letter from Freeman School's JRSOs (Correspondence no. 11), which should have read Church Road rather than Green Road. He also confirmed that the SID cannot be located in the requested position but is to be installed further up the hill.

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

Members confirmed receipt of the District Council report. There were no questions.

Cllr Pearson that there will be a Public Consultation for Suffolk's Devolution and asked if the PC had any questions. There were no questions.

9. Planning

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

DC/25/00327

Stowupland Village Hall, Church Road, Stowupland, Stowmarket Suffolk IP14 4BG
Application under S73 for the Removal or Variation of a Condition following grant of DC/23/03992 dated 25/10/2023 Town and Country Planning Act 1990 (as amended) - Extensions and alterations to existing Village Hall, construction of storage compound, associated external and landscaping works (following demolition of Bowls Pavilion).
To vary Condition 2 (Approved Plans and Documents) - To enable revisions to the layout and design, within the original floor area and scale of the approved scheme, as per revised plans.

Cllr Studd proposed Stowupland Parish Council SUPPORTS this application, with Cllr Melluish seconding and all in favour.

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

DC/24/05316

20 Saxham Street, Stowupland, Stowmarket IP14 5DA

Discharge of Conditions Application for DC/24/04056 – Condition 3 (Biodiversity Enhancement Measures)

Discharge of Conditions APPROVED

DC/24/02415

Land on the south east side of Church Road, Stowupland, Suffolk

Application under Section 73 of The Town and Country Planning Act 1990 relating to planning permission 1884/16 (Outline Permission) and DC/22/03761 (Reserved Matters) to vary

condition 1 (Approved plans and documents) and condition 2 (cemetery extension) on DC/22/03761 to remove cemetery parking area from the plans.

Planning Permission was GRANTED

DC/19/01947

Land At Church Road And Gipping Road, Church Road, Stowupland, Suffolk

Discharge of Conditions Application for DC/19/01947 - Condition 12 (Landscaping Scheme) and Condition 14 (Woodland Buffer)

Discharge of Conditions was APPROVED

10. Footpath 32

Please note this item was also discussed under sections 6 & 7.

Cllr Bridges has made enquiries with MSDC to see if the planning application for the houses that front onto FP32 included landscaping conditions for the path. Ownership needs to be determined.

All Councillors were in favour of adopting improvements to FP32 as a project for 2025.

11. Cemetery & Churchyard

The gardener responsible for cemetery maintenance has requested a pay increase of £2, to 18.50ph from £16.50ph. Councillors accepted the increase, with Cllr Murton proposing, Cllr Easter seconding and all in favour.

12. Finance

1. Councillors noted receipts received since last meeting

Receipts	Cheque / BACS /	Value	Notes
E Bird	BACs	£ 37.50	Allotment rent
Spencer Wix	BACs	£ 25.00	Memorial - Clark
M Hornakova	BACs	£ 15.62	Allotment rent (pro rata 24/25)
B Miller	Cheque	£ 220.14	Allotment rent
Stowmarket Coop	Cheque	£ 450.00	Grave -Cook
East of England Coop	BACs	£ 450.00	Grave - Warnes
Maria Peeters	BACs	£ 15.62	Allotment rent plot 30
Sarah McManus	BACs	£ 14.06	Allotment rent plot 17
		£ 1,227.94	

2. Councillors approved the January payments (BACs, DD, and cheque payments).

Proposed by Cllr Melliush & seconded by Cllr Easter.

Expenditure	Cheque / BACS / SO	Net	VAT	Total	Notes
Wages	BACS M Hawkins	£ 347.01		£ 347.01	
Wages	BACS D Long	£ 247.87		£ 247.87	
Wages	BACS R Belcher-Nairn	£ 1,029.60		£ 1,029.60	
Expenses	BACS R Belcher-Nairn	£ 26.00		£ 26.00	Working from home allowance
Barclaycard	DD Barclaycard			£ -	
Scribe	DD GOCARDLESS	£ 35.00	£ 7.00	£ 42.00	Starboard Systems
Churchyard & cemetery	BACS Social Gardener	£ 214.50		£ 214.50	
Tree maintenance	BACS W Jarvis & Son	£ 3,375.00	£ 675.00	£ 4,050.00	
Zoom	DD Zoom	£ 12.99	£ 2.69	£ 15.68	On Barclaycard
Expenses	BACS Rachel Belcher-Nairn	£ 389.87		£ 389.87	Laptop, stationery
Church hall hire	BACS Stowupland PCC	£ 14.00		£ 14.00	Hall hire Jan PC meeting
Pest Control	BACS RSA Pest Management	£ 490.00	£ 98.00	£ 588.00	(VAT assumed from prev. invoice)
		£ 6,181.84	£ 782.69	£ 6,964.53	

13. Grass Cutting Tender

Councillors confirmed receipt of the tenders. Cllr Studd proposed that a recommendation is made that the Parish Council accepts the tender from TOP Garden Services, for 2025-2027. Cllr Melliush seconded and all were in favour.

14. Locality Budget

Cllr Pearson confirmed there was a small amount of Locality funding available for any projects the PC had in mind.

Councillors declined the funding on the basis there were no ongoing projects that needed it.

15. Clerk's Report

Councillors noted the report, with no questions.

16. Councillor's Reports

Cllr Murton reported that the footpaths on Trinity Meadows are degrading as the surface material is very fine. Cllr Murton also reported the dates for the next SOAP meetings: 9 April, 2 July, 24 Sept, 3 Dec.

Cllr Voden requested that the Emergency Planning section of the PC website be updated to reflect him as the responsible party.

Cllr Bridges reported that the cemetery tap is currently switched off at the meter until new part can be sourced and an isolation valve be fitted. There is also a dog waste bin with a rotten post (next to Trinity Meadows) that needs the post replacing and potentially moving further away from nearby houses.

17. Correspondence

1. Email re. footpath
Path is on the junction of A1120/B1115 and is to be reported to SCC.
2. Loft insulation offer (sent for publication in Telstar)
For information only.
3. Cold Calling Zone Crowfoot Close (responded to say we don't own streetlights)
For information only.
4. Discussion with MSDC re. bins and emptying schedule
Cllr Bridges has requested a map of the bin locations.
5. Email from resident re. rubbish in Oxlip Way
The rubbish has now been removed and is not the PC's responsibility.
6. Email from resident re. damage to Green by reversing vehicle
The damage is not significant enough to warrant works. Resident to receive a response from the Clerk.
7. Highways notice of tree removal on A14
For information only.
8. Email from resident re. rubbish from takeaway
PC to write to takeaway business to ask them to remove rubbish.
9. Emails to/from Address Management re. Hornbeam Road (Cllrs to discuss proposed removal of sign)
PC to check junction and ask for a meeting.
10. Call from resident re. hedge on Church Road
Responsibility to be checked at meeting with PCC.

11. Letter from Junior Road Safety Officers at Freeman CP School

Cllr Welham explained that he met with the school to discuss duplicated school road signs. Cllr Welham suggested that the school request SID data from the PC. Cllr Bridges explained that the data cannot currently be downloaded but will be publicly available when it is.

18. Litter Picking

Cllr Murton proposed dates of the 12th of April and the 29th September. Cllr Melliush seconded the motion will all in favour.

19. Dates of next meetings

1. Parish Council Meeting Thursday 6th March 2025 7.30pm at the URC Church Hall

Meeting closed 20.55 hrs

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

parishclerk@stowuplandpc.co.uk