

STOWUPLAND PARISH COUNCIL
Minutes of the Parish Council Meeting held on 3rd July 2025 at the URC Church Hall at 7.30pm

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

In attendance: District Councillors Janet Pearson & Agnes Watson, County Councillor Keith Welham and PC Colin Gedney

1. Apologies for Absence

1. Apologies were received from Cllrs Beeson & Murton.
2. Councillors voted to accept the apologies.

2. Declarations of Interest

Councillor Voden declared an interest in Item 12 as part of the Telstar Committee.

3. Dispensation

There were no dispensations received.

4. Minutes

All Councillors confirmed receipt of the minutes from the meetings of the 5th June 2025. Cllr Studd proposed to accept the minutes of the meeting of the 5th June 2025 as a true record of the meeting and decisions made. Cllr Voden seconded with all in favour.

5. Matters of report

STOWUPLAND PARISH COUNCIL - Matters of Report arising from Parish Council Meetings		
PC DATE	MATTER OF REPORT	COMMENT
14-Oct-21	Bloor Homes: Purchase of Thradstone Meadow	Ongoing (paperwork with solicitors, update requested June)
01-Dec-22	Retreat Pond Project	Ongoing
05-Jan-23	Bus Shelter - Thorney Green Road	Quote received for roof repairs
02-Nov-23	Order and plant oak tree at cemetery	Autumn '25
01-Feb-24	Arrange CPR training	Enquiries made with volunteer, waiting for response
07-Mar-24	Duck crossing Signs	PC to order and install
09-May-24	Play Park inspection quotes for work	Awaiting quotes
01-Aug-24	Investigate permanent solar SID for Church Road	Post requested from SCC HW
05-Sep-24	Bollards at Trinity Walk	Ongoing, hedge trimmed & surface to be improved
09-Jan-25	Anglian water to repair Green/bench	Ongoing (to be chased for sign replacement)
06-Feb-25	Improvements to FP32	Quote approved, SCC to get permission for closure
01-May-25	Tree in Sycamore Road	Inspection requested
01-May-25	Preventative measures around green	Research being undertaken

6. Public Forum

PC Gedney provided an update on the unauthorised encampment in Stowmarket, which had moved on. There was some village crime to report on, with a few domestic and anti-social behaviour issues but nothing else of note.

A resident enquired about legal road noise limits and was advised to check online.

A resident also enquired about the ash tree near to Maple Road, which the Clerk updated them on. The tree has been inspected and advice will be taken for next steps.

A resident asked about the Travellers leaving Stowupland, with PC Gedney explaining that the police reminded them of the Section 78 and they left accordingly. There was also a query over track access and security during unauthorised encampments on the green and some loud bangs, which no-one knew the source of.

A resident asked if the removal process needs to be re-started if the travellers return, which will only be the case if a different group arrive.

PC Gedney left the meeting at 7.50pm.

A resident asked about the hedgerow running alongside FP54a, between Gipping Road and Thradstone Meadow, which has not been cut. Cllr Welham advised that this may belong to Suffolk County Council and should be reported to them for maintenance as it runs along a public right of way.

A resident asked for an update on ditch & grass maintenance near Corner Farm, which will be updated when land ownership has been established.

Councillor Welham provided an update on Local Government Reorganisation, which Councillors felt they needed more information on before making any decisions.

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

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

Cllr Welham updated the Parish Council that the bus service will now serve the village on an hourly basis.

8. To receive a report from the District Councillor Janet Pearson:

Members confirmed receipt of the District Council report with no questions.

Cllr Pearson asked if the new Taxi Bus service was running but no-one could confirm having seen it.

9. Planning

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

DC/25/02268

Elm House, Stowmarket Road, Stowupland, Stowmarket Suffolk IP14 4DS

Householder Application - Insertion of windows to existing outbuilding, addition of bay to cartlodge.

Councillors voted to support the application, with Cllr Studd proposing, Cllr Easter seconding and all in favour.

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

DC/25/01639

17 Mill Street, Stowupland, Stowmarket, Suffolk IP14 5BL

Application under Section 19 of The Planning (Listed Buildings and Conservation Areas)

Act 1990 (as amended) for DC/21/06937 dated 30/03/2022 -To vary condition 2

(Approved Plans and Documents) - existing lobby and roof structure to be retained and the existing roof overhang enlarged to create a sheltered entrance to the lobby as per revised details and plans.

Listed Building Consent was ISSUED

10. Finance

1. Councillors received Quarter 1 finance reports to 30.06.25

- a. Bank Reconciliation
- b. Budget to actual
- c. Reserves

Councillor Studd proposed to accept the reports, with Cllr Johnson seconding and all in favour.

2. Councillors noted receipts received since last meeting

Stowupland Parish Council - Receipts June 2025				
Receipts	Cheque / BACS /	Value	Notes	
Burial fees	Andrew Bingham	£ 450.00	Cotton, Plot G32 13th June 2025	
Memorial fees	Spencer Wix Stone	£ 75.00	Memorial Green, Plot G9 (cremation)	
Interest	Barclays Premium acc	£ 1,540.32		
		£ 2,065.32		

3. Councillors approved the June/July payments (BACs, DD, and cheque payments), proposed by Cllr Johnson & seconded by Cllr Murton.

Stowupland Parish Council - Payments July 2025						
Expenditure		Cheque / BACS / SO	Net	VAT	Total	Notes
Phone contract	DD	Tesco Mobile	£ 10.50		£ 10.50	
Scribe	DD	GOCARDLESS	£ 35.00	£ 7.00	£ 42.00	Starboard Systems
Wages	BACS	D Long	£ 485.23		£ 485.23	
Wages	BACS	R Belcher-Nairn	£ 1,002.60		£ 1,002.60	
Expenses	BACS	R Belcher-Nairn	£ 26.00		£ 26.00	Working from home allowance
PAYE	BACS	HMRC	£ 778.98		£ 778.98	P30 Q1
					£ -	
Expenses	BACS	R Belcher-Nairn	£ 67.68		£ 67.68	SLCC invoice for ILCA qualification
Grass cutting	BACS	Top Garden	£ 780.00	£ 156.00	£ 936.00	Inv 2867 (Mar)
Grass cutting	BACS	Top Garden	£ 780.00	£ 156.00	£ 936.00	Inv 2868 (Apr)
Grass cutting	BACS	Top Garden	£ 780.00	£ 156.00	£ 936.00	Inv 2869 (May)
Village Maintenance	BACS	Reason Services	£ 140.00		£ 140.00	Inv 19032518 (graffiti removal bus shelter Trinity Walk)
					£ -	
			£ 4,840.49	£ 468.00	£ 5,308.49	

- Councillors agreed an Earmarked Reserve be established for the Youth Group funds.
Councillor Studd proposed, with Cllr Murton seconding and all in favour.

11. A1120 Junction Improvements

- Councillors noted receipt of the correspondence noting that Mid Suffolk will not contribute CIL funding. Councillor Bridges explained that CIL cannot be used for Highways improvements.
- Councillor Studd proposed, with Cllr Johnson seconding and all in favour, that Councillor Welham approach Suffolk County Council to request a reduced scheme with a clear footpath outside The Crown.

12. Funding Request for Walkers Cup

- Councillors accepted the request to contribute £250 towards Telstar's Walkers Cup.
Councillor Studd proposed, with Cllr Power seconding and all in favour (Cllr Voden abstained), that the event be funded from the Community Events reserve.
- Councillors accepted the request to mount advertising posters on dog waste bins around the village, with the condition that they be removed after the event.

13. Agenda Deadlines

Councillors noted that all Committee and Working Groups' reports should be with the Parish Clerk by the 16th of the month prior to the meeting date.

14. Governance

1. Councillors confirmed receipt of the updated Financial Regulations and Standing Orders in preparation for adoption into Stowupland's templates next month.
2. Councillor Studd proposed, with Cllr Easter seconding and all in favour, to review the Policies in December 2026, after 18 months, then revert to annual review.

15. Clerk's Report

Cllrs noted the report and agreed the following actions:

- Councillors approved the cost of having the Register searched, with Cllr Johnson proposing and Cllr Murton seconding, all in favour.
- Councillors decided this exhumation should not incur a cost but the policy should be updated so that future requests do. Cllr Bridges proposed, with Cllr Johnson seconding and all in favour.

Councillors were informed of a quote for urgent works to take place to the green preventing access by unauthorised vehicles. The quote is for £11,346 and includes perimeter ditches & bunds with some drop-down posts on access tracks. Councillor Bridges proposed to accept the quote and begin works as soon as possible, with Cllr Easter seconding and all in favour.

16. Councillor's Reports

Cllr Johnson reported PC Gedney attended SOAP this month, which residents were very happy with.

Cllr Voden reported that the cemetery noticeboard is damaged and will enquire with the previous Chair where the key to access it is.

Cllr Bridges reported that the post for the dog waste bin near M&M butchers needs replacing.

Cllr Easter enquired about the post for caretaker, with Cllr Bridges that the current caretaker is happy to do the extra hours. Chair and Clerk to discuss long-term plans with them.

17. Correspondence

1. Email from BMSDC Licensing seeking views on changes
No response
2. BMSDC June update
For Information Only
3. NSIP update (note cancellation of White Elm Solar Farm)
FIO (spreadsheet available upon request)
4. ELAN City warranty extension offer
To be brought to August's meeting for discussion

5. Email from BMSDC noting mapping changes
FIO
6. Email regarding Neighbourhood Plan funding
Contact Ian Poole for more information
7. New Taxi Bus route
FIO
8. Highways update re. Orwell bridge
FIO
9. Email from resident regarding parking on Gipping Road
FIO
10. SALC news bulletin
FIO (note new regs on remote meetings)
11. Feedback form for Storm Babet
To agree a response
12. Email chain with resident, Councillor Welham and SCC regarding footpaths
FIO
13. Notification from CityFibre of works in the village
FIO
14. Correspondence with Bloor Homes regarding grass at Thradstone Meadow
FIO
15. Resident correspondence re. Thradstone Meadow & other issues
Wait until ownership is established
16. SALC News Bulletin
FIO (note NDP funding petition & community network survey)
17. Request to use the village green
Dependent on works to green (date tbd)
18. Email from resident re. car park at Landex
Respond that this is not an issue for the PC
19. Correspondence from PCC regarding churchyard path (with picture of Wetherden church for reference)
Obtain 3 quotes for works after meeting with PCC to determine scale of work needed

18. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting due to the confidential nature of the business to be discussed

Councillors voted to end the Clerk's probation period and make adjustments to salary and pension contributions, with Cllr Bridges proposing, Cllr Johnson seconding and all in favour.

19. Dates of next meetings

1. Parish Council Meeting Thursday 7th August 2025 7.30pm at the URC Church Hall

Meeting closed 21.01 hrs

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

parishclerk@stowuplandpc.co.uk