STOWUPLAND PARISH COUNCIL
Minutes of the Parish Council Meeting held on 4th December 2025 at the URC Church Hall at 7.30pm

Present: Cllrs Terry Easter, Debra Melhuish, Paula Murton, Ray Studd (Acting Chair) and Jerry Voden & Rachel Belcher-Nairn (Clerk)

In attendance: District Councillor Agnes Watson

1. **Apologies for Absence**
    1. Apologies were received from Cllrs Bridges & Johnson, District Councillor Pearson and County Councillor Keith Welham.
    2. Councillors voted to accept the apologies.
2. **Declarations of Interest**

    Cllr Voden declared an interest in the Telstar, which forms part of the budget.
3. **Dispensation**

    None.
4. **Minutes**

    All Councillors confirmed receipt of the minutes from the meetings of the 6th November 2025. Cllr Voden proposed to accept the minutes of the meeting of the 6th November 2025 as a true record of the meeting and decisions made. Cllr Easter 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	Solicitors chased for update 27/11/25
01-Dec-22	Retreat Pond Project	Danger sign purchased, to be installed. BD group clearing edges
05-Jan-23	Bus Shelter - Thorney Green Road	Roof completed, wood repair/painting to be arranged
02-Nov-23	Order and plant oak tree at cemetery	Autumn '25, purchase enquiry sent
01-Feb-24	Arrange CPR training	Enquiries made with volunteer, waiting for response
01-Aug-24	Investigate permanant solar SID for Church Road	SID arrived, needs installing (early 2026)
05-Sep-24	Bollards at Trinity Walk	MSDC carrying out works, awaiting update/date
09-Jan-25	Anglian water to repair Green/bench	AW chased, work will be completed shortly
06-Feb-25	Improvements to FP32	Ongoing, further improvements expected by mid-Dec
01-May-25	Preventative measures around green	Meeting to be arranged for Birch Close area
03-Jul-25	Re-surfacing of churchyard	Meeting with PCC 2nd Dec, then quotes to be prepared for work
01-Sep-25	Bin replacement/repair	Bins purchased, waiting to be installed
01-Nov-25	Tree works to green	Meeting with Jarvis & Sons to be arranged
06-Nov-25	Biodiversity works to green	Pilot to take place near Rambler's Cottages (now spring '26)
19-Nov-25	Cemetery & churchyard works inc grave levellin	Meeting with Top Garden on the 11th Dec

Signed Chairman: Date:

6. **Public Forum**

   A member of the public reported that PC Gedney had been to a village event and advised that burglaries are becoming more prolific and residents should secure their homes and gardens.

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

   Members confirmed receipt of the County Council report.

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

   Members confirmed receipt of the District Council report with no questions. Cllr Watson reminded everyone to complete the Government's consultation on Local Government Reorganisation.

9. **Planning**

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

      DC/25/04956

      Windy Ridge, Mill Street, Stowupland, Stowmarket Suffolk IP14 5BL

      Full Planning Application - Erection of 1no. bungalow

      Councillor Studd proposed **supporting** this application, with Cllr Voden seconding and all in favour.

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

      DC/25/04112

      Co Operative Food Store, Filling Station, Church Road, Stowupland Stowmarket Suffolk IP14 4BJ

      Application for consent to display an Advertisement(s) - Construction of 3no. Halo illuminated Co-op logos, folded tray panels with wooden effect vinyl applied with folded tray fret cut logo panel for petrol canopy and new digitally printed graphics applied to petrol pricing totem.

      (Variation of Condition 8 (Hours of Illumination) of Advertisement Consent DC/23/00867)

      Permission was GRANTED

   3. Councillors to note the following appeal has been cancelled:

      APP/W3520/W/25/3371515

      Land South West Of, Rendall Lane, Stowupland, Suffolk

      Full Planning Application - Erection of a Factory (B2 - General Industrial) with offices.

Signed Chairman: Date:

10. Finance

1. Councillors noted receipts received since last meeting

Stowupland Parish Council - Receipts November 2025				
Receipts	Cheque / BACS /		Value	Notes
Allotments	BACs	R Moore	£ 18.75	
Allotments	BACs	L Stuart	£ 18.75	
Allotments	BACs	AJ Knights	£ 37.50	
Allotments	BACs	A Deere	£ 37.50	
Allotments	BACs	D & B Locke	£ 18.75	
Allotments	BACs	S Smith	£ 37.50	
Allotments	BACs	D Simpson	£ 38.75	
Allotments	BACs	S Ashman	£ 5.00	
Allotments	BACs	P Downie	£ 18.75	
Allotments	BACs	D Bridges	£ 56.25	
Allotments	BACs	F Blanco	£ 18.75	
Allotments	BACs	M Peeters	£ 18.75	
Allotments	BACs	E Bird	£ 37.50	
Allotments	BACs	Faulkner	£ 18.75	
Allotments	BACs	A Evans	£ 18.75	
Allotments	BACs	A Fear	£ 18.75	
Allotments	BACs	M Hornak	£ 37.50	
Allotments	BACs	P Carter	£ 18.75	
Allotments	BACs	K Cole	£ 10.00	
Allotments	BACs	V Saul	£ 38.75	
Allotments	BACs	M Morgan	£ 38.75	
Allotments	Chq	Cracknell	£ 37.50	
Allotments	Chq	Southgate	£ 37.50	
			£ 637.50	

2. Councillors approved the November/December payments (BACs, DD, and cheque payments), proposed by Cllr Melhuish & seconded by Cllr Easter.

Stowupland Parish Council - Payments December 2025						
Expenditure	Cheque / BACS / SO		Net	VAT	Total	Notes
Expenses	DD	Barclaycard	£ 124.48		£ 124.48	Poppy wreath & deep water sign (VAT to be broken down in Scribe)
Phone contract	DD	Tesco Mobile	£ 10.50		£ 10.50	
Scribe	DD	GOCARDLESS	£ 35.00	£ 7.00	£ 42.00	Starboard Systems
Cemetery	DD	GOCARDLESS	£ 23.00	£ 4.60	£ 27.60	Stabroard Systems
Wages	BACS	D Long	£ 508.12		£ 508.12	
Wages	BACS	R Belcher-Nairn	£ 1,011.77		£ 1,011.77	
Expenses	BACS	R Belcher-Nairn	£ 26.00		£ 26.00	Working from home allowance
Pension	DD	Nest	£ 33.05		£ 33.05	
Cemetery Reserve	BACs	Donna Bridges	£ 29.15	£ 5.83	£ 34.98	Padlocks for cemetery shed
Cemetery Reserve	BACs	Social Gardener	£ 74.00		£ 74.00	Inv 79, 4 hrs @ cemetery
Cemetery Reserve	DD	Anglian Water	£ 21.01		£ 21.01	
CIL	BACs	Elan City	£ 2,400.00	£ 480.00	£ 2,880.00	SID for Church Road
Grass cutting	BACs	Top Garden	£ 780.00	£ 156.00	£ 936.00	Inv 3240, Sept grass cutting
Grass cutting	BACs	Top Garden	£ 780.00	£ 156.00	£ 936.00	Inv 3241, Sept grass cutting
Grass cutting	BACs	Top Garden	£ 780.00	£ 156.00	£ 936.00	Inv 3242, Nov grass cutting
					£ -	
Subscription	BACs	Parish Online	£ 80.00	£ 16.00	£ 96.00	Parish Online mapping software
					£ -	
					£ -	
			£ 6,716.08	£ 981.43	£ 7,697.51	

Signed Chairman: Date:

3. Councillors discussed transfers between bank accounts due to changes in FSCS protection limits and resolved to allow the Clerk to make the necessary transfers.

11. Budget and Precept 2026/27

1. Councillors agreed a budget of £67,217.00 for 2026/7, with a Precept of £61,717.00. This represents a 2.52% increase in the Council Tax Base, from £57.84 to £59.29. Cllr Voden proposed, Cllr Melhuish seconded with all in favour.
2. Councillors agreed the precept amount for 2026/26 and the Clerk & Councillor Studd, as acting Chair, signed the form.

12. Parish Infrastructure Improvement Plan (PIIP) / CIL

1. Councillors approved the following application:
    i. Stowupland Cricket Club for £2000

13. Donations & Grants

1. Councillors approved the donation request from Citizen's Advice Bureau and resolved to donate £500.
2. Councillors approved the donation request from Stowupland Good Neighbours Scheme and resolved to donate £303.041 to cover the full cost of this year's insurance premium.
3. Councillors resolved to apply for a Pride in Your Place Grant to fund the wildflower project on the green, with the Clerk to investigate the grant and amount needed.

14. Churchyard & Cemetery

1. Councillors accepted the quote received for works to the churchyard and will discuss any further churchyard path works once the maintenance work is complete.
2. Councillors accepted the quote received for works to the cemetery.

15. Clerk's Report

Councillors to note the report from the Clerk and decided the following actions:

1. Clerk to discuss grave levelling responsibility with funeral directors.
2. Clerk to purchase ICCM cemetery book (Kindle version).
3. Handyman to be sourced for various village work, including replacing bins.
4. It was noted that all the necessary documentation is in place for churchyard responsibility transfer to the Parish Council.

Signed Chairman: Date:

16. Councillor's Reports

Councillor Voden thanked everyone who attended the Remembrance service at Holy Trinity Church and those who arranged the placement of the Parish Council's wreath in the cemetery.

Cllr Voden will attend the Mayor's charity event on behalf of Stowupland Parish Council.

Councillor Murton thanked everyone who attended SOAP and those who donated prizes, including Cllr Bridges, The Regal, M&M Butchers and Sally Reeves.

17. Correspondence

1. Police & Crime Commissioner Update

   For Information Only
2. SARS Update

   FIO
3. BMSDC November Briefing

   FIO
4. NSIP Update (spreadsheet available on request) and drop in info

   FIO
5. SALC News Bulletin with link to Mayoral website

   FIO
6. A request for the PC to consider installing emergency bleed kits

   Councillors resolved for the Clerk to investigate the costs associated with the project and bring this matter to the January meeting for discussion.
7. Norwich to Tilbury update

   FIO
8. SCC communication re. LGR

   FIO (to individually complete Govt Consultation)
9. Resident enquiry re. Thradstone meadow, with my reply

   Clerk to chase solicitors for transfer.
10. Street lighting query for Christmas times

    Streetlights will remain on over Christmas Eve into Christmas Day and New Year's Eve into New Year's Day.
11. SALC News Bulletin

    FIO
12. SALC NSIP Update

    FIO

Signed Chairman: Date:

13. Email from Adrian Ramsey re. Norwich to Tilbury

    FIO

14. Invitation to Stowmarket Carol Service

    No-one is available to attend.

18. Dates of next meetings

1. Parish Council Meeting Thursday 8th January 2025 7.30pm at the URC Church Hall
2. Biodiversity group meeting 26th January 2026

Meeting closed 20.21 hrs

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

parishclerk@stowuplandpc.co.uk

Signed Chairman: Date: