

STOWUPLAND PARISH COUNCIL

Minutes of the Parish Council Meeting held on 4th September 2025 at the URC Church Hall at 7.30pm

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

In attendance: District Councillors Janet Pearson & Agnes Watson and County Councillor Keith Welham

1. Apologies for Absence

1. Apologies were received from Cllrs Johnson & Power.
2. Councillors voted to accept the apologies.

2. Declarations of Interest

None.

3. Dispensation

There were no dispensations received.

4. Minutes

All Councillors confirmed receipt of the minutes from the meetings of the 7th August 2025. Cllr Murton proposed to accept the minutes of the meeting of the 7th August 2025 as a true record of the meeting and decisions made. Cllr Melhuish 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	Response sent to solicitors
01-Dec-22	Retreat Pond Project	Quote approved, waiting to hear back
05-Jan-23	Bus Shelter - Thorney Green Road	Completed
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 installed
05-Sep-24	Bollards at Trinity Walk	With Councillors Pearson & Watson for progress
09-Jan-25	Anglian water to repair Green/bench	Contractor contacted to re-foot sign
06-Feb-25	Improvements to FP32	Works started, ongoing
01-May-25	Tree in Sycamore Road	Works arranged for 29th August
01-May-25	Preventative measures around green	Works completed, review on Sept agenda
03-Jul-25	Re-surfacing of churchyard	Meeting with PCC to be arranged

It was noted that the duck crossing signs can be removed from Matters of Report as they have been installed.

6. Public Forum

A member of the public reported that members of the Travelling community are currently camped in Ipswich.

A resident registered their dissatisfaction with recent tree works, however it was explained that the works were professionally assessed as necessary and the tree will look better in time.

The same resident reported a dead tree and a tree stump on Suffolk County Council Highways land, which they believe to be hazardous.

There was also a concern over cars reversing out of the Old Police Station onto the main road but that is a matter for Highways or Suffolk Police.

A resident asked if the NALC Survey on flooding had been completed, which it hadn't. They also updated on several village events, including the apple day on the 13th September and Walkers Cup on the 14th, as well as a quiz night on Friday the 12th.

The same resident asked for an update on the trim trail and Neighbourhood Plan, both of which are awaiting more information and a meeting.

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 updated that there is a new Highways engineer as the current engineer is on extended leave. He also advised that there is no timescale for County Council elections.

There had been some correspondence regarding the hedge affected by the A1120 improvement plans, which Councillor Welham explained is of questioned ownership but will need to be reduced in height to improve visibility. Any height reduction may not need to wait for ownership to be established but a meeting will be arranged with the Village Hall Committee.

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

Members confirmed receipt of the District Council report with no questions. Councillor Watson highlighted three items from the report:

- Dates for public consultation on Local Government Reorganisation are the 10th September 18.00-20.00 at Stowmarket Food Museum and the 15th September 18.00-20.00 at Eye Town Council ground floor meeting room.
- Free trees are available from Mid Suffolk (see Correspondence).
- Mid Suffolk are looking for Tenant Engagement representatives.

Councillor Watson also advised that postal voters will be receiving letters asking them to re-register (this needs to be done regularly).

Councillor Bridges thanked Mid Suffolk's REACT team for their prompt and effective work trimming hedging along Gipping Road.

9. Planning

1. Councillors to review and approve a response to the following planning applications:
None received.
2. Councillors to note the decisions issued by Mid Suffolk District Council:
None.

10. Finance

1. Councillors noted receipts received since last meeting

Stowupland Parish Council - Receipts August 2025				
Receipts		Cheque / BACS /	Value	Notes
Cemetery		Andrew Bingham	£ 300.00	Interment of Ashes - Paddy
Cemetery		East of England CoOp	£ 125.00	Inscription - Wendy Parris
			£ 425.00	

2. Councillors approved the August/September payments (BACs, DD, and cheque payments), proposed by Cllr Murton & seconded by Cllr Melhuish.

Stowupland Parish Council - Payments September 2025						
Expenditure		Cheque / BACS / SO	Net	VAT	Total	Notes
Phone contract	DD	Tesco Mobile	£ 1.00		£ 1.00	
Scribe	DD	GOCARDLESS	£ 35.00	£ 7.00	£ 42.00	Starboard Systems
Wages	BACS	D Long	£ 485.23		£ 485.23	
Wages	BACS	R Belcher-Nairn	£ 1,207.33		£ 1,207.33	Includes backdated pay increase
Expenses	BACS	R Belcher-Nairn	£ 26.00		£ 26.00	Working from home allowance
Grass cutting	BACs	Top Garden	£ 780.00	£ 156.00	£ 936.00	INV-3037, June grass cutting
Tree Surgery	BACs	W Jarvis & Sons	£ 1,050.00	£ 210.00	£ 1,260.00	Inv 210 Ash Tree, Sycamore Road
Cemetery/churchyard	BACs	W Jarvis & Sons	£ 2,100.00	£ 420.00	£ 2,520.00	Inv 218, cemetery & churchyard hedges
CIL	BACs	W Jarvis & Sons	£ 9,465.00	£1,893.00	£ 11,358.00	Inv 200, works to green
CIL	BACs	W Jarvis & Sons	£ 450.00	£ 90.00	£ 540.00	Inv 219, further posts on green
CIL	BACs	Colne Roofing	£ 850.00		£ 850.00	Inv-0512, roof of TGR bus shelter
CIL	BACs	Stowupland Cricket Foundation	£ 1,740.00		£ 1,740.00	CIL bid for summer camp
CIL	BACs	Suffolk County Council	£ 600.00		£ 600.00	Installation of SID post on Church Road
Donation	BACs	Gipping Press	£ 135.00	£ 27.00	£ 162.00	Walkers Cup posters, certificates & forms
Training	BACs	SLCC	£30.55	£6.11	£ 36.66	Inv BK222262-1, Virtual Conference
Training	BACs	Rachel Belcher-Nairn	£56.40	£11.28	£ 67.68	Stowupland share of FILCA (RBN paid directly)
					£ -	
			£ 18,975.51	£2,813.39	£ 21,788.90	

11. Warranty Extension for ELAN SIDs

1. Councillors noted the repair costs.
2. Councillors resolved not to extend the warranty, with Councillor Studd proposing and Councillor Voden seconding with all in favour.

12. Insurance Renewal

1. Councillor Murton proposed to remove Debt Recovery (for £44.80 + Insurance Premium Tax) and add Contract Disputes cover (for £22.40 + Insurance Premium Tax) to the insurance policy, with Cllr Melhuish seconding and all in favour.
2. Councillors approved the insurance renewal at £1784.83.

13. A1120 Junction Improvement

1. Councillors noted receipt of the revised quote for works and were also read out an email received by Councillor Welham, which provided some details on the scheme. The footpath in front of The Crown will be extended and drainage will be improved, with some landscaping where space allows. Councillor Welham assured the Council that the hedge adjacent to the Village Hall will be reduced in height. Councillors resolved to contribute a maximum of £12,000 as long as the costs are shared with Councillor Welham. Cllr Easter proposed with Cllr Voden seconding and all in favour.

14. SID Church Road

1. Councillors noted the SID post has been installed on Church Road.
2. Councillors noted a new SID will be purchased for installation. The Clerk will purchase the device.

15. Unauthorised Encampments & Green Access Prevention Measures

1. Several Councillors have been approached about this area. Councillors decided that a walk around of the green be arranged with the Greens Committee to assess the need for any access prevention measures.

16. Litter Bins

1. Councillors received the report from Councillor Bridges.
2. Councillors decided to adopt all recommendations proposed by Cllr Bridges, with Cllr Easter seconding and all in favour.

17. Cemetery & Churchyard

1. Councillors received the minutes from the latest Cemetery & Churchyard meeting.
2. The hedges and an area by the ditch are to be checked after the recent cutting as a resident has expressed concern about overgrowth. Councillors also requested a new gardener be found as the current gardener has not carried out any work or responded to communication for some time.

18. Governance

1. Councillors noted receipt of the template Sexual Harassment Policy for review before adopting into Stowupland's format next month with no feedback.
2. Councillors noted receipt of the template IT Policy for review before adopting into Stowupland's format next month with no feedback.

19. Clerk's Report

Cllrs noted the report and agreed the following actions:

- Previous minutes and policies to be reviewed to establish whether ashes can be scattered in the cemetery.
- Footpath 32 to be reviewed when works are complete and chippings added for drainage.

20. Councillor's Reports

Cllr Studd reported that he had received favourable feedback about the bus shelter roof on Thorney Green Road. Further work will be carried out to the shelter itself.

Councillor Murton expressed concern about the plastic bus shelters, which are scratched and generally reaching the end of their life. Clerk to research alternatives. Cllr Murton also queried why only single tickets can be purchased for the bus into Stowmarket, which is apparently policy.

Cllr Easter reported that the new First bus is no longer picking up or dropping off at The Retreat as it did. First are to be contacted to find out why.

Cllr Bridges reported demolition works have started at Stowupland High School but no demolition plan or planning application has been submitted and works are starting as early as 5.45am. Trees previously mentioned to the school are still over-hanging adjacent footpaths and have loose dead wood in the canopy. The school are to be written to advising them of these issues.

21. Correspondence

1. BMSDC August Briefing

For Information Only

2. NSIP Update

FIO (spreadsheet available on request)

3. SALC News Bulletin

FIO (note Martyn's Law)

4. SALC News Bulletin

Clerk to attend Assertion 10 training

5. SALC page for NSIPs

FIO

6. Email from resident thanking PC for works to green

FIO

7. Email chain with Cllr Pearson regarding 20mph limits

A 20mph limit along the A1120 in front of the school would be ideal but Highways have previously refused this

8. SALC News Bulletin

FIO

9. Email from resident thanking PC for works to green

FIO (see Item 14)

10. Email from resident regarding street lighting

Clerk to regularly check streetlights in the village.

11. SALC News Bulletin

FIO (note guide for developers)

12. Notification of Definitive Map Upgrade

FIO

13. BMSDC LGR Update (please see website for enlargeable map)

FIO

22. Dates of next meetings

1. Litter pick & cemetery/churchyard tidy 27th September 2025
2. Parish Council Meeting Thursday 2nd October 2025 7.30pm at the URC Church Hall

Meeting closed 20.58 hrs

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

parishclerk@stowuplandpc.co.uk