

STOWUPLAND PARISH COUNCIL
Minutes of the Parish Council Meeting held on 2nd April 2026 at the URC Church Hall at 7.30pm

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

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

1. Apologies for Absence

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

2. Declarations of Interest

None.

3. Dispensation

None.

4. Minutes

All Councillors confirmed receipt of the minutes from the meetings of the 5th March 2026. Cllr Murton proposed to accept the minutes of the meeting of the 5th March 2026 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	Update requested again (Mar '26)
05-Jan-23	Bus Shelter - Thorney Green Road	Works completed 30th & 31st March
02-Nov-23	Order and plant oak tree at cemetery	Planted
01-Feb-24	Arrange CPR training	Waiting for contact to confirm (via CW)
01-Aug-24	SID for Church Road	SID installation 12th April 2026
05-Sep-24	Bollards at Trinity Walk	MSDC carrying out works, awaiting update/date
01-May-25	Preventative measures around green	Site meeting to be arranged with W Jarvis for Birch Close area
03-Jul-25	Re-surfacing of churchyard	Awaiting outcome of churchyard works - to review in spring
01-Sep-25	Bin replacement/repair	Bins installed (one to be adjusted)
01-Nov-25	Tree works to green	Completion summer due to hedgerow restrictions
06-Nov-25	Biodiversity works to green	Completed 13th and 22nd March
19-Nov-25	Cemetery & churchyard works inc grave levelling	Grave levelling quote requested
11-Feb-26	Bollard repair on A1120/TGR	Insurance company have been sent photos and claim info
10-Mar-26	Oak tree cemetery - survey and remedial works	Quote in papers for meeting

6. Public Forum

A resident expressed concern about the trees between Birch Close and Thorney Green Road, which they felt were too tall and were causing damage to the footpath, reportedly including damage to gas infrastructure. This issue is covered further under Agenda Item 14 and the resident was advised to speak to Councillor Welham regarding the footpath.

A resident reported that they were disappointed at the Clerk's recommendation that the Telstar reporting be discontinued and the official minutes be referred to. It was pointed out that no volunteers have been forthcoming but agreed to advertise for one more month.

A ceremony for re-naming of the half-mow section of the green will take place on the 21st June. The biodiversity group will organise this.

A request was made to purchase further wildflower seed for the green as one section had been missed. Councillors agreed that seed and sand could be purchased.

A resident reported that vehicles from Columbyne Close were accessing the private track outside Ramblers Cottages, often speeding. The Chair will write an article in the Telstar reminding residents that this is a private track.

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

Members confirmed receipt of the County Council report with no questions. Cllr Welham reported that he had met with Crest Nicholson to discuss plans for the B1115/A1120 roundabout. There was concern over some wording in the planning conditions and Cllr Welham has requested an updated design scheme.

8. To receive a report from the District Councillors Janet Pearson and Agnes Watson:

Members confirmed receipt of the District Council report with no questions. Cllr Watson highlighted the recent decision to form 3 Unitary authorities in Suffolk, the Neighbourhood Plan funding available to parishes from MSDC and help available for residents struggling with heating oil costs.

Cllr Watson also reminded people that roadside litter picking should not be carried out on fast roads.

9. Planning

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

DC/26/00903

19 Trinity Walk, Stowupland, Stowmarket, Suffolk IP14 4AS

Householder Application - Demolition of existing flat roof single storey

outbuilding/extension and erection of enlarged single storey extension with pitched roof.

The Council resolved to SUPPORT this application.

DC/26/01170

Acorn Place, Saxham Street, Stowupland, Stowmarket Suffolk IP14 5DA

Householder Application - Erection of a Single Storey Rear Extension.

The Council resolved to SUPPORT this application, pending an assessment by MSDC's tree officer for the TPO affected.

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

DC/25/03921

Land North West Of, Stowupland Road, Stowmarket, Suffolk

Application under S73 for Removal or Variation of a Condition following grant of Planning Permission DC/24/03134 dated 08/01/2025 Town and Country Planning Act 1990 (as amended) - Residential Development of 258no. dwellings (91no. affordable) with new public open space, landscaping, access and associated infrastructure. - To vary Condition 5 (Off-Site Highway Improvements) - as per covering letter and details received.

Permission was granted subject to conditions (see document)

10. Finance

1. Councillors noted receipts received since last meeting:

Stowupland Parish Council - Receipts March 2025				
Receipts	Cheque / BACS /		Value	Notes
Allotment	Cheque	£	220.14	Miller
Allotment	BACS	£	18.75	M. Porter
Allotment	BACS	£	18.75	K Wilczyns
Interest	BACS	£	1,085.17	Business savings
Interest	BACS	£	0.96	Youth Club
Interest	BACS	£	27.22	Community events
		£	1,370.99	

2. Councillors approved the April payments (BACS, DD, and cheque payments), proposed by Cllr Voden & seconded by Cllr Scopes.

Stowupland Parish Council - April 2026						
Expenditure		Cheque / BACS / SO	Net	VAT	Total	Notes
Expenses	DD	Braclaycard	£ 2.77		£ 2.77	Posting bank forms for new account
Phone contract	DD	Tesco Mobile	£ 10.50		£ 10.50	
Scribe	DD	GOCARDLESS	£ 35.00	£ 7.00	£ 42.00	Starboard Systems
Cemetery Reserve	DD	GOCARDLESS	£ 23.00	£ 4.60	£ 27.60	Starboard Systems
Wages	BACS	D Long	£ 508.12		£ 508.12	
Wages	BACS	R Belcher-Nairn	£ 1,011.57		£ 1,011.57	
Expenses	BACS	R Belcher-Nairn	£ 26.00		£ 26.00	Working from home allowance
Pension	DD	Nest	£ 77.12		£ 77.12	
PAYE	BACS	HMRC	£ 923.95		£ 923.95	Q4 2025-26
Payroll	BACS	SALC	£ 72.00	£ 14.40	£ 86.40	
Biodiversity/CIL	BACS	Keith Welham	£ 213.32	£ 42.66	£ 255.98	Extra wildflower seeds
Biodiversity	BACS	Telstar	£ 40.00		£ 40.00	Sunflower seeds in Telstar
Cemetery	BACS	Social Gardener	£ 37.00		£ 37.00	2 hours gardening cemetery
Cemetery	BACS	Top Garden	£ 2,325.00	£ 465.00	£ 2,790.00	Inv 3591, winter works to cemetery
Churchyard	BACS	Social Gardener	£ 37.00		£ 37.00	2 hours gardening churchyard
Churchyard	BACS	Top Garden	£ 635.00	£ 127.00	£ 762.00	Inv 3590, winter works to clear path, etc
CIL	BACS	DIY Dazza	£ 320.00		£ 320.00	TGR bus stop (pending invoice)
CIL	BACS	DIY Dazza	£ 9.58	£ 1.92	£ 11.50	Material for bus stop
Village maintenance	BACS	Suffolk County Council	£ 1,672.12	£ 334.43	£ 2,006.55	Street light maintenance
Pest control	BACS	RSA	£ 160.00	£ 32.00	£ 192.00	Inv X2506, Mole control village green / wasp play park
Pest control	BACS	RSA	£ 250.00	£ 50.00	£ 300.00	InvX2547 Mole control village green Jan/Feb/Mar
Grass cutting	BACS	Top Garden	£ 780.00	£ 156.00	£ 936.00	Inv 3587, cut 1 of 12
Grass cutting	BACS	Top Garden	£ 780.00	£ 156.00	£ 936.00	Inv 3588, cut 2 of 12
Grass cutting	BACS	Top Garden	£ 780.00	£ 156.00	£ 936.00	Inv 3599, cut 3 of 12
Training	BACS	Parkinson Partnership	£ 35.00		£ 35.00	Year End >25k training (pending invoice)
Training	BACS	Rachel Belcher-Nairn	£ 42.00		£ 42.00	NALC planning training (SPC share)
Training	BACS	Rachel Belcher-Nairn	£ 42.50	£ 8.50	£ 51.00	NALC conference (SPC share)
			£ 10,848.55	£ 1,555.51	£ 12,404.06	

11. Governance

1. Councillors confirmed receipt of the SALC factsheet – Declarations of Interest
2. Councillors approved the New Councillor Welcome Pack

12. Village Hall Occupational Licences – 6 Month Review

1. Councillors reviewed the occupational licence for the storage cupboard and resolved to accept with no changes.
2. Councillors reviewed the occupational licence for the play park and resolved to accept the terms as long as urgent work could be carried out promptly.

13. Play Park

1. Councillors noted the play park inspection for 2025/26 has not yet been received and resolved to decide any non-urgent actions at the next meeting (if the report is available then).
2. Councillors noted the issues deemed urgent by the inspector and decided to obtain quotes for the following:

- a. Replace the net swing

- b. Remove or replace the spinning cup
- c. Repair the loose bearings on the large seesaw

14. Tree Works

1. Councillors agreed to conduct a tree survey for all areas of parish council owned land. The Clerk is to check lease terms for the allotment land as these trees are not owned by the Parish Council.
2. Councillors rejected the quote for tree works on the green outside Ramblers Cottages and requested further quotes.
3. Councillors approved the quote for stump grinding FP32 (CIL project).
4. Councillors approved the quote for cemetery tree works.

15. Village Green

1. The Clerk updated on the insurance claim for bollard damage. All information has been provided for the insurance company to process the claim.
2. Councillors approved the quote for bollard replacement.

16. Clerk's Report

Councillors noted the report from the Clerk and agreed the following actions:

1. Date to be set for a meeting on the green regarding the location of the village sign via email. Clerk to arrange.
2. Further advertising of the Telstar reporting role is to be placed on noticeboards and the role reviewed next month.
3. The red areas of concern listed on the website Accessibility Report are to be repaired.

17. Councillor's Reports

Councillor Easter reported that he intends to attend the next Gateway 14 meeting.

18. Correspondence

1. BMSDC Update
For Information Only
2. NSIP Update
FIO (spreadsheet available upon request)

3. Invitation to Mayor's Quiz

No Councillors are available to attend

4. Correspondence regarding tree

Councillors requested this work be re-quoted as a single quote with the Ramblers Cottage trees and further quotes obtained.

5. SALC News Bulletin

FIO (note new Knowledge Champions)

6. BMSDC Communication re. LGR

FIO

7. SALC LGR links

FIO

8. Message from SCC Leader

FIO

19. Dates of next meetings

1. Annual Parish Meeting Wednesday 22nd April 2026 7.30pm at the URC Church Hall
2. Parish Council Meeting Thursday 14th May 2026 7.30pm at the Church Hall

Meeting closed 20.40 hrs

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

parishclerk@stowuplandpc.co.uk