

STOWUPLAND PARISH COUNCIL
Minutes of the Parish Council Meeting held on 3rd September 2026 at the URC Church Hall at 7.30pm

Present: Cllrs Donna Bridges (Chair), John Dickson, Terry Easter, Laura Johnson, Paula Murton, Peter Scopes and Rachel Belcher-Nairn (Clerk)

In attendance: County Councillor Andrew Stringer, District Councillor Janet Pearson and District Councillor Watson

1. Apologies for Absence

1. Apologies were received from Councillor Studd.
2. Councillors voted to accept the apologies.

2. Declarations of Interest

Councillors Easter & Dickson declared an interest in Item 11, Cllr Dickson declared interest in Item 14 and 21.

3. Dispensation

None.

4. Minutes

All Councillors confirmed receipt of the minutes from the meetings of the 6th August 2026. Cllr Dickson proposed to accept the minutes of the meeting of the 6th August 2026 as a true record of the meeting and decisions made. Cllr Scopes 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	Paperwork to be dropped off for signature
01-Feb-24	Arrange CPR training	Waiting for contact to confirm (via CW)
05-Sep-24	Bollards at Trinity Walk	MSDC to go ahead with new location
03-Jul-25	Re-surfacing of churchyard	To resolve with PCC, see Clerk's report
01-Sep-25	Bin replacement/repair	Clerk to check bin type required
01-Nov-25	Tree works to green	Completion summer due to hedgerow restrictions
19-Nov-25	Cemetery & churchyard works inc grave levelling	Grave levelling quote requested
02-Apr-26	Play park repairs	See agenda
01-Mar-26	A1120 junction improvements	Awaiting update
01-Mar-26	B1115 roundabout plans	Crest waiting for SCC permission letter. Onsite meeting to be arranged
14-May-26	Speed survey Saxham St	AS progressing
04-Jun-26	Preventative measures - Birch Close	Infrastructure to be mapped out
02-Jul-26	Village bench replacements	Bench survey needed

6. Public Forum

A resident reported a dead tree on the corner of the A1120 and B1115, which has already been reported to Suffolk County Council and designated as needing no further action.

Residents attended to highlight speed issues on Saxham Street and were updated by Councillor Stringer on the speed survey date and plans. An engineer will also assess Church Road for any possible improvement measures.

A resident requested that Suffolk County Council consider changing their policy regarding traffic measures on A roads.

7. To receive a report from the County Councillor Andrew Stringer

Members confirmed receipt of the County Council report with no questions. Cllr Stringer reiterated the number of other fire brigades – 13 – that came to assist and thanked the volunteers who assisted with village hall accommodation and radio communications. Cllr Stringer highlighted the need for wildfire-appropriate equipment for firefighters. Cllr Stringer also spoke about a new machine being trialled by SCC for pothole repair, which clears the pothole but doesn't fill it.

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 praised Mid Suffolk's recent fun day at the village hall and the Councillor Surgery.

9. Planning

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

DC/26/03416

9 - 11 Devon Road, Stowupland, Stowmarket, Suffolk IP14 4BZ

Householder Application - Erection of a Single storey front porch

Council all in favour to SUPPORT this application

DC/26/03255

38A Columbyne Close, Stowupland, Stowmarket, Suffolk IP14 4AP

Full Planning Application - Construction of 2no. garden rooms

Council resolved to OBJECT to this application on the grounds of over-development of the site and the fact that work has already commenced

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 - Aug 2026				
Receipts	Cheque / BACS /		Value	Notes
Donation	BACs	Forty Three Legal	£ 500.00	*Replaces cheque*
Cemetery reserve	BACs	Spencer Wix	£ 470.00	Inv 41b - Dobie Memorial
Cemetery reserve	BACs	Andrew Bingham	£ 500.00	Inv 48 - Hawes burial
			£ 1,470.00	

2. Councillors approved the September payments (BACs, DD, and cheque payments), proposed by Cllr Johnson & seconded by Cllr Scopes.

Stowupland Parish Council - September 2026						
Expenditure		Cheque / BACS / SO	Net	VAT	Total	Notes
Expenses	DD	Bardaycard	£ 40.08	£ 2.02	£ 42.10	Joining SP5, Microsoft 365
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	£ 528.72		£ 528.72	
Wages	BACS	R Belcher-Nairn	£ 1,042.57		£ 1,042.57	
Expenses	BACS	R Belcher-Nairn	£ 26.00		£ 26.00	Working from home allowance
Pension	DD	Nest	£ 77.12		£ 77.12	
Grass cutting	BACs	Top Garden	£ 780.00	£ 156.00	£ 936.00	Inv 4043, grass cutting 7/12
Training	BACs	SLCC	£ 19.25	£ 3.85	£ 23.10	Inv BK227164-1, Heritage Planning
Training	BACs	SLCC	£ 19.25	£ 3.85	£ 23.10	Inv BK227165-1, Commenting on Planning Applications
Training	BACs	SLCC	£ 57.75	£ 11.55	£ 69.30	Inv BK227539-1, play park maintenance
Village maintenance	BACs	W Jarvis & Son	£ 250.00	£ 50.00	£ 300.00	Inv 516, further tree survey
Walkers Cup	BACs	Gipping Press	£ 29.00	£ 5.80	£ 34.80	Inv 80480, sponsor forms for Walkers Cup
			£ 2,938.24	£ 244.67	£ 3,182.91	

Councillors Dickson & Easter left the room

11. CIL/PIIP

1. Councillors received further information on the below application:

- i. Stowupland Village Hall Bowls Club, for £35,822

The Clerk passed on advice that it is inappropriate to consider the below application until any legal action between the two clubs is resolved and ownership of equipment is established.

The application will be deferred until any legal action between the two clubs is concluded and equipment ownership is established. A letter is required from each party to demonstrate resolution of this.

Councillors Dickson & Easter re-entered the room

12. Insurance

1. Councillors noted the renewal quote of £1785.19 and that the 3-year term ends in 2026
2. Councillors noted no alternative quotes had been received in time for the meeting
 - i. Pending
 - ii. Pending
3. Councillors resolved to accept a 3-year renewal term from their existing provider, with Cllr Murton proposing and Cllr Voden seconding. All in favour.

13. Neighbourhood Plan

1. Councillors confirmed plans for the drop-in event on the 8th September, with all boards and other equipment being provided by the NP consultant.
2. Councillors noted receipt of the information boards for the drop-in event.

14. Play Park

1. Councillors noted the basket seat will be replaced by the 8th October.
After interjection from a member of the public, Council deferred all below items until ownership of the play equipment can be established.
2. Councillors to note the following quote received and decide action:
 - i. Dish roundabout / gravity bowl replacement: £5799.11 + VAT
3. Councillors to note the Hip Hop machine could not be repaired and to decide on the new quote for replacement of the machine:
 - i. £2891.58 + VAT
4. To decide on a regular check and maintenance schedule for the play park
5. To receive the play park tree survey and decide further action

15. Village Green

1. Councillors received three quotes for replacing the 'Private Track' sign.
2. Councillors resolved to accept quote C and action replacement as soon as possible.

16. Tree Survey

1. Councillors decided the below timescales for the following recommendations:
 - i. Medium priority – 3 quotes to be obtained and work carried out before end of the year
 - ii. Low priority – to be decided in January

17. Churchyard & Cemetery

1. Councillors approved the job specification and confirmed a maximum of 20 hours per month for maintenance.
2. Councillors opted for Chris Hawes to be appointed for maintenance of both the churchyard and cemetery.
3. Council approved works to the rear of the church, based on the following estimate:
 - i. 4 days' work at £165/day + materials
 - ii. Stowupland PC to provide pea shingle at £74.95/800kg (inc VAT & delivery). Further deliveries, if needed, are £64.95/800kg.
4. The next Cemetery & Churchyard meetings were scheduled as follows, noting the most recent churchyard meeting took place on the 29th August and included a topple test:
 - i. Cemetery meeting 19th September at 9am
 - ii. Churchyard meeting Dec/Jan, possibly 5th December
5. It was noted the ditch at the rear of the church needs clearing as part of the churchyard maintenance agreement but ownership is disputed so needs to be established first.

18. Clerk's Report

Councillors noted the report from the Clerk with the following actions/decisions:

1. Logs on the green near Ramblers Cottages can remain as they are now a hedgehog habitat

19. Councillor's Reports

Councillor Voden reported the footbridge out of Trinity Meadows onto Trinity Walk is broken. To be taken up with the management company.

Councillor Voden also reported there were concerns about hedges on Gipping Road, which should be reported to Suffolk County Council Highways.

Councillor Johnson saw people digging up plants on the mounds, which will be followed up.

Councillor Murton queried the missing 'cyclists dismount' signs from Footpath 32. To be followed up with Public Rights of Way.

Councillor Bridges reported that the primary school fence has broken, which has been reported to school and they will repair and replace long-term.

Thatches – motorbike driving down drive & footpath because of Cadent gas works. PC can't report to police as didn't witness the event.

Dog waste bin needs to be lowered near Green Farm. Very difficult to empty due to height.

Clerk to follow up.

The dog waste bin on corner of school path/playing field needs new jubilee clip.

Another dog waste bin at end of Trinity Walk/school path was very full.

A broken tree on Maple Road bridge at the end of green needs replacing, possibly with a silver birch.

20. Correspondence

Councillors noted correspondence circulated and agreed the following actions:

1. NSIP Update
FIO (spreadsheet available on request)
2. Request to use green for marquees (originally sent to Stowupland website)
Councillors approve the suggestion, Clerk to write to them.
3. Police and Crime Panel Report 2025/26
FIO
4. SALC HR Notice
FIO (saved to files)
5. Update on bus route during TGR closure
FIO (posted online)
6. Notification of successful bid for service VC001
FIO
7. Correspondence re. hedges on Gipping Road
No action applicable under Parish Council powers.
8. SALC Code of Conduct Factsheet
FIO (saved to files)

9. Citizen's Advice update

FIO

10. Email chain re. speed device

FIO (see Clerk's report, no concern over SID)

11. Request to allow parking on strip of green near Corner Farm

Permission was granted.

12. Correspondence re. works on green

No action applicable under Parish Council powers.

21. It was resolved 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

i. Legal advice was received

22. Dates of next meetings

1. Biodiversity working group Monday 21st September
2. SOAP 23rd September 10am at the Sports & Social Club
3. Mound planting 26th September 2026 10am on the green
4. Parish Council Meeting Thursday 2nd October 2026 7.30pm at the URC Church Hall

Meeting closed 21.38 hrs

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

parishclerk@stowuplandpc.co.uk