

STOWUPLAND PARISH COUNCIL
Minutes of the Parish Council Meeting held on 4th June 2026 at the Church Hall at 7.30pm

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

In attendance: County Councillor Andrew Stringer (until 19.56), District Councillor Janet Pearson &
District Councillor Agnes Watson and PC Colin Gedney (until 19.52)

1. Apologies for Absence

1. Apologies were received from Councillor Scopes and it was noted Councillor Debra Melhuish had resigned. Councillor Melhuish was thanked for her time on the Parish Council and efforts for the village.
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 14th May 2026. Cllr Studd proposed to accept the minutes of the meeting of the 14th May 2026 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	Update requested again (May '26)
01-Feb-24	Arrange CPR training	Waiting for contact to confirm (via CW)
05-Sep-24	Bollards at Trinity Walk	MSDC have proposed location change, to determine on site
01-May-25	Preventative measures around green	See agenda
03-Jul-25	Re-surfacing of churchyard	Cemetery/churchyard committee meeting with PCC for feedback
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
19-Nov-25	Cemetery & churchyard works inc grave levelling	Grave levelling quote requested
11-Feb-26	Bollard repair on A1120/TGR	Rebate received (including cost of police report)
02-Apr-26	Tree survey	Completed, awaiting report
02-Apr-26	Play park repairs	Meeting to be arranged with Play Park Officers
01-Mar-26	A1120 junction improvements	Waiting for SCC to progress / VH & school to resolve hedge issue
14-May-26	Willow tree works - Ramblers & Maple Close	Works completed (see correspondence)
14-May-26	Speed survey Saxham St	See agenda

6. Public Forum

A resident corrected the date of the most recent Biodiversity Working Group meeting, which was on the 1st June, not the 1st July. There is a work day on the 12th June. There is more seed available for mound planting but volunteers are needed.

Residents of the green requested that advance notification of works to trees be provided in future. There was concern from a resident that recent tree works have affected the anti-vehicle defences around the green. Greens Committee to meet and review.

The footpath between Saxham St and Gipping Road is very overgrown. Clerk to report on portal. PC Gedney apologised for recent absences, which were due to providing cover for another officer. Updates were provided on multiple drug-related arrests in the area and plans to attend, and present at, local schools. A report will be provided for the recent unauthorised music event on Stonebridge Lane.

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

Members confirmed receipt of the County Council report, with Cllr Voden enquiring about the recent legal challenge to the Government's decision to create 3 Unitary Authorities in Suffolk. Councillor Stringer stated that details are unknown at this stage as the challenge letter has not been published.

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 Pearson assured Council that MSDC will be continuing the reorganisation process while the above legal challenge progresses.

9. Planning

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

None

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

DC/26/01170

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

Householder Application - Erection of a Single Storey Rear Extension

Permission was GRANTED (with conditions, see paper)

DC/26/00773

The Bramblings, Thorney Green Road, Stowupland, Stowmarket Suffolk IP14 4AB
 Householder Application - Erection of a single storey rear extension with flat roof and glazed roof lantern (following demolition of the conservatory).

Permission was GRANTED (with conditions, see paper)

DC/26/00903

Householder Application - Demolition of existing flat roof single storey outbuilding/extension and erection of enlarged single storey extension with pitched roof. 19 Trinity Walk, Stowupland, Stowmarket, Suffolk IP14 4AS

Permission was GRANTED (with conditions, see paper)

DC/26/00309

Plot 1, Land Adjacent To, 20 Saxham Street, Stowupland Suffolk

Application under S73A for Removal or Variation of a Condition following grant of Outline

Planning Permission: DC/21/04608 dated 15/10/2021, Reserved Matters Application: DC/22/01872 dated 09/06/22 and subsequent Application under S73A of the Town and Country

Planning Act 1990 (as amended): DC/25/03029 dated 04/09/26 (Erection of 2no dwellings) - For

the variation of Condition 1 (Approved Plans and Documents) of S73A DC/25/03029 to allow

amendments to Plot 1 only.

Permission without compliance to conditions was GRANTED (with conditions, see paper)

10. Finance

1. Councillors noted receipts received since last meeting:

Stowupland Parish Council - Receipts May 2026				
Receipts	Cheque / BACS /	Value	Notes	
Village green	BACS	£ 301.08	Insurance claim - bollard	
VAT	BACS	£ 1,300.25		
Bequest	Cheque	£ 500.00	To increase flora & fauna on the green	
		£ 2,101.33		

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

Stowupland Parish Council - June 2026						
Expenditure		Cheque / BACS / SO	Net	VAT	Total	Notes
Expenses (CIL)	DD	Barclaycard	£ 245.00	£ 49.00	£ 294.00	Pro forma invoice for biodiversity sign
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 3571, cut 5/12
CIL	BACs	Keith Welham	£ 21.54	£ 4.30	£ 25.84	Sand for planting of mounds
Village maintenance	BACs	W Jarvis and Son	£ 1,850.00	£ 370.00	£ 2,220.00	Inv 430, willow pollarding
Meeting hire	BACs	Holy Trinity PCC				Hall hire May 2026
Churchyard	BACs	Holy Trinity PCC	£ 100.00	£ -	£ 100.00	Donation for nature board
Internal Audit	BACs	Heelis & Lodge	£ 350.00		£ 350.00	
			£ 5,089.45	£ 590.90	£ 5,680.35	

11. Accounts 2025-26

1. Cllr Johnson proposed that the Parish Council approves the Budget to Actual figures for the year ending 31st March 2026. Cllr Easter seconded with all in favour.
2. Councillor Johnson proposed the Parish Council approves the Statement of Reserve for the year ending 31st March 2026. Cllr Studd seconded with all in favour.
3. Councillor Johnson proposed the Parish Council approves the Asset Register for the year ending 31st March 2026. Cllr Murton seconded with all in favour.
4. Councillor Studd proposed the Parish Council approves the Bank Reconciliation for the year ending 31st March 2026. Cllr Voden seconded with all in favour.
5. Councillor Voden proposed the Parish Council approves the Neighbourhood CIL Expenditure Report 2025-26. Cllr Johnson seconded with all in favour.
6. Councillors noted the Council's expenditure incurred under s.137 of the Local Government Act 1972 for the year ending 31st March 2026:
 - a. £0
 - b. (£2,995.00 to Telstar for a grant donation towards the running costs of the magazine should have been paid but due to error was paid in 2026/27)
7. Councillors reviewed and approved the Bank Mandate for 2026/27.
8. Councillor Murton proposed the Parish Council approves the Statement of Account for the year ending 31st March 2026. Cllr Studd seconded with all in favour.

9. Councillor Studd proposed the Parish Council approves the annual return figures for the year ending 31st March 2026, with explanation of variances. Cllr Johnson seconded with all in favour.

12. AGAR 2025-26 – Annual Governance & Accountability Return

1. Councillors noted receipt of the internal audit report and note the following recommendations:
 - a. The council should continue to consider the limits of the Financial Services Compensation Scheme.Cllr Johnson proposed, with Cllr Studd seconding and all in favour, to accept the recommendations.
2. Councillors agreed the responses to Section 1 of the AGAR for 2025-26.
3. Councillors approved Section 2 of the AGAR for 2025-26.
4. Councillors agreed the dates for the exercise of Public Rights as 22 June 2026 to 31 July 2026.

13. Governance

1. Councillors approved the Vexatious and Persistent Correspondence Policy.
2. Councillors approved the Meeting Attendance and Absence Policy.

14. CIL/PIIP

1. Councillors noted the following CIL application was received after the deadline of the 30th of April:
 - a. Stowupland Village Hall Bowls Club, for £33,497
2. Councillors resolved to discuss the application at the next Parish Council meeting on the 2nd July 2026.

15. Saxham St

1. Councillors noted the cost of traffic survey is £465+VAT for two weeks of data.
2. Councillor Stringer offered to use SCC Locality funds for the survey.
3. Councillors resolved to proceed with the traffic survey.

16. Village Green - Preventative Measures

1. Council received quotes for suggested preventative measures around Birch Close:
 - a. £2925 + VAT for ditches/mounds
 - b. £10,270 + VAT for posts
2. Cllr Studd proposed, with Cllr Voden seconding and all in favour, to install posts in this area for continuity along Thorney Green Road. CIL funds will be used for the project. Two further quotes are to be sought and properties in the area will be notified of plans.

17. Village Green - Biodiversity

1. Councillors noted receipt of a bequest, which is much appreciated. Council resolved to use the funds for planting around the village sign when it's moved onto the green, with bulbs and low-lying shrubs suggested.
2. After discussion, the following actions were determined for the mounds on the green:
 - a. Seeds to be sown on the A1120 'bare patch' on the 6th June volunteer day.
 - b. Biodiversity group to advertise and recruit volunteers for further planting project in September.
 - c. Biodiversity group to purchase:
 - I. Up to £500 of daffodil bulbs
 - II. 2kg of wildflower seed
 - d. Notices to be placed near planted mounds and on Social Media advising areas be left alone for seeds to germinate.

18. Clerk's Report

Councillors noted the report from the Clerk and it was agreed to join Suffolk Preservation Society.

Councillors Bridges and Voden will cover bin emptying for the period of 27th August to 5th September.

19. Councillor's Reports

Councillor Voden queried the Flood Report form SCC, which assigned unsuitable action to the PC. SCC were advised of this after May's OC meeting and have updated their report.

Cllr Easter reported from the Gateway 14 meeting he attended with Cllr Scopes, where a July Open Day was advertised for the Innovation Centre. Stowupland to Chair next meeting.

Cllr Johnson clarified plans for the volunteer day and reiterated that the churchyard needs work.

Cllr Studd notified Councillors that the CoOp had applied to change its licensing restrictions and that Councillors could comment on the application if they chose.

20. Correspondence

Councillors noted correspondence circulated and agreed the following actions:

1. BMSDC SALC Community Awards
To nominate individually
2. SALC – Mental Health Awareness
For Information Only
3. Norwich to Tilbury Update
FIO
4. LGR website
FIO (emailed to Councillors and posted online)
5. Further correspondence from resident regarding event on green
No consent for event but research into village events to be carried out and resident advised to consider joining PC
6. SALC HR Bulletin
FIO
7. SALC Storytelling Chair competition
FIO (entered for Freeman Primary School)
8. SALC NSIP guidance
FIO
9. Stowmarket Armed Forces Day
FIO

Correspondence – Willow Trees on Green

1. Email chain with resident
2. Email chain with second resident
3. Email chain with third resident & Cllr Studd
All noted

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

A quote was agreed.

22. Dates of next meetings

1. Parish Council Meeting Thursday 4th June 2026 7.30pm at the URC Church Hall
2. SOAP 17th June 2026 10am at the Sports and Social Club

Meeting closed 20.56 hrs

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

parishclerk@stowuplandpc.co.uk