

STOWUPLAND PARISH COUNCIL

Minutes of the Parish Council Meeting held on 6th August 2026 at the URC Church Hall at 7.30pm

Present: Cllrs Donna Bridges (Chair), John Dickson (from Item 6) Terry Easter, Peter Scopes & Ray Studd (Vice Chair) and Rachel Belcher-Nairn (Clerk)

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

1. Apologies for Absence

1. Apologies were received from Councillors Johnson, Murton & Voden and District Councillor Watson.
2. Councillors voted to accept the apologies.

2. Declarations of Interest

Councillor Easter declared an interest in Item 12.1i.

3. Dispensation

None.

4. Minutes

All Councillors confirmed receipt of the minutes from the meetings of the 2nd July 2026. Cllr Studd proposed to accept the minutes of the meeting of the 2nd July 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	See agenda
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	Update requested from interested parties
14-May-26	Speed survey Saxham St	AS progressing
04-Jun-26	Preventative measures - Birch Close	See agenda
02-Jul-26	Village bench replacements	Bench survey needed

6. Co-Option of Casual Vacancy

Cllr Easter proposed that John Dickson is elected onto the Parish Council. Cllr Studd seconded with all in favour. John Dickson signed the Declaration of Acceptance of office and joined the meeting.

Cllr Dickson declared an interest in Items 12.1 & 12.2.

7. Public Forum

Several residents drew attention to speeding vehicles on Church Road. Councillor Stringer requested data from the SID device outside the village hall – Clerk to obtain and contact Suffolk Police to establish a speed check in the area. Another resident expressed the same concerns and asked for a meeting with Councillor Stringer.

There was also concern over a speeding motorbike in the area. The resident was asked to log this with Suffolk Police once more detail was obtained.

A resident listed the following dates for biodiversity projects:

- Working group work days 14th August & 11th September
- Mound planting day 29th September

The same resident commented on the logs remaining under a pollarded willow, which have been requested to be removed.

A resident advised that the annual garage sale probably wouldn't take place in 2027.

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

Members confirmed receipt of the County Council report with no questions. Cllr Stringer requested the Parish Council's SID data. The speed survey in Saxham St will take place in September and could be extended to another area of concern. Cllr Stringer has written to Suffolk's Chief Fire Officer to thank Suffolk Fire and Rescue Service for their work tackling the wildfire on Dunwich Heath.

9. 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 highlighted the available Locality funds and announced that Mid Suffolk District Council will no longer take payment by cheque. Help is available for residents who need it.

10. Planning

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

DC/26/02408

The Croft Church Road Stowupland Stowmarket Suffolk IP14 4BJ

Householder Application - Installation of free-standing post for siting of EV Charger adjacent to Listed Building

Councillors resolved to SUPPORT this application, aif.

DC/26/03063

Land At Stowupland Pumping Station , Church Road , Stowupland , IP14 4BG

Prior Approval application for proposed telecommunications code system

operators development under Schedule 2, Part 16, Class A of the Town and

Country Planning (General Permitted Development) Order 2015 (as amended) -

Installation of ARQIVA Smart Metering 1No. OMNI at 13.45m mean mounted on proposed 12.0m Streetworks pole; Instillation of ARQIVA Smart Metering 1No.

GPS antenna at 12.0m mounted on proposed streetworks pole; Installation of

ARQIVA Smart Metering 1No. 3G OMNI antenna at 19m mean mounted on

proposed streetworks pole; Installation of ARQIVA Smart Metering equipment enclosure.

Councillors resolved not to comment on this application.

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

DC/26/02416

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

Discharge of conditions application for DC/26/00903 - Condition 3 (Biodiversity enhancement measures)

Discharge APPROVED (with conditions, see paper)

DC/26/02453

Stowupland Village Hall, Church Road, Stowupland, Stowmarket Suffolk IP14 4BG

Discharge of Conditions Application for DC/25/05589 - Condition 8 (Biodiversity Enhancement Strategy), 9 (Wildlife Sensitive Design Scheme) and 10 (Great Crested Newt Method Statement)

Discharge APPROVED (with conditions, see paper)

11. Finance

1. Councillors noted receipts received since last meeting:

Stowupland Parish Council - Receipts July/Aug 2026				
Receipts	Cheque / BACS /		Value	Notes
Allotment reserve	Cheque / BACS /	Andrew Bingham	£ 35.00	Inv 43 - interment of ashes
Cemetery reserve	BACs	Andrew Bingham	£ 85.00	Inv 41a - Dobie EROB
Cemetery reserve	BACs	Spencer Wix	£ 85.00	Memorial - Kirby
Cemetery reserve	BACs	Spencer Wix	£ 30.00	Memorial - Risby
Cemetery reserve	BACs	Spencer Wix	£ 30.00	Memorial - Wallis
Cemetery reserve	BACs	Spencer Wix	£ 140.00	Memorial - Conboy
Street cleaning	BACs	MSDC	£ 6,609.20	Cleansing grant
VAT	BACs	HMRC	£ 2,964.93	VAT Q1 2025-26
Cemetery reserve	BACs	Andrew Bingham	£ 2,240.00	Invs 44 & 45 - Interments Lane & Chesters
Cemetery reserve	BACs	Saxon Monumental	£ 85.00	Memorial - Chesters
Cemetery reserve	BACs	EoE CoOp	£ 140.00	Memorial - Armstrong
			£ 12,444.13	

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

Stowupland Parish Council - August 2026						
Expenditure		Cheque / BACS / SO	Net	VAT	Total	Notes
Expenses	DD	Barclaycard	£ 50.79	£ 10.16	£ 60.95	Microsoft 365 & ink cartridge
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	£ 1,042.37		£ 1,042.37	
Expenses	BACS	R Belcher-Nairn	£ 26.00		£ 26.00	Working from home allowance
Pension	DD	Nest	£ 77.12		£ 77.12	
Admin	BACS	R Belcher-Nairn	£ 120.96	£ 24.24	£ 145.20	12x Microsoft invoices pre-dating new Barclaycard
Grass cutting	BACS	Top Garden	£ 780.00	£ 156.00	£ 936.00	Inv 3871, grass cutting 6/12
Play Park	BACS	MSDC	£ 65.53	£ 13.11	£ 78.64	Inv 2000040047, Annual Play Inspection
Churchyard	BACS	MSDC	£ 132.00		£ 132.00	Inv 2000039302, Holy Trinity garden waste
Training	BACS	SLCC	£ 19.25	£ 3.85	£ 23.10	Inv BK226930-1, Social Media training
Training	BACS	SLCC	£ 19.25	£ 3.85	£ 23.10	Inv BK226931-1, Toxic Situations training
Training	BACS	SLCC	£ 28.88	£ 5.78	£ 34.66	Inv BK226932-1, Powers & Duties training
Street cleaning	BACS	MSDC	£ 978.50	£ 195.70	£ 1,174.20	Inv 2000039973, litter & dog waste bin emptying
			£ 3,937.87	£ 424.29	£ 4,362.16	

3. Councillors noted receipt of the Q1 Financial Reports for 2026-27:

i. Bank Reconciliation 30.06.2026

ii. Budget to Actual

iii. Reserves

4. Councillors noted a VAT return has been filed for Q1 of 2026-27, at a value of £2,964.93. This was received on the 17th July 2026.

5. Councillors noted the following transfers have been made from the Barclays Premium account:

i. £1,000 to Unity Trust Instant Access

ii. £85,000 to Unity Trust 90 day account

Councillor Dickson left the room

12. CIL/PIIP

Councillor Easter left the room

1. Due to not meeting Quorum for this item, this item was deferred to September's meeting. Councillors to receive an update on the below CIL application and decide any further action:
 - i. Stowupland Village Hall Bowls Club, for £35,822

Councillor Easter re-entered the room

2. Councillors resolved to allocate the following proportion of earmarked funds to ground works: up to £50,000

Councillor Dickson re-entered the room

13. Funding Request

1. Councillors approved a donation request of £100 for the Walkers Cup.
2. Councillors received an appeal from Street Forge Workshop and will advertise the appeal on their website, social media and noticeboards.

14. Neighbourhood Plan

1. Councillors received cost estimates for the Neighbourhood Plan Review and resolved to proceed with the drop-in event. Further quotes will be dealt with as they arise. No update is available for the grant application submitted to MSDC but CIL funds can be used to fund Neighbourhood Plan Reviews.
2. Councillors confirmed plans for a drop-in event on the 8th September:
 - i. The event will take place from 4pm-8pm on the 8th September
 - ii. The draft poster was approved and will be printed and placed in the Telstar
 - iii. Copies will be printed and delivered by an external company with cost delegated to the Clerk up to £300

15. Governance

1. Councillors confirmed review of, and re-adopted, the Standing Orders
2. Councillors confirmed review of, and re-adopted, the Financial Regulations with the following change:
 - i. Section 5.18 – increased from £1,000 to £3,000

16. Play Park

1. Councillors noted the following quotes received and decided the below actions:
 - i. Basket seat replacement: £1098.75 + VAT (including labour) - approved
 - ii. Hip Hop machine repair: £581.66 + VAT (including labour) - approved
 - iii. Dish roundabout replacement: awaiting quote

17. Village Green

1. Councillors received the following quotes for the installation of posts along Thorney Green Road and resolved to accept quote (i):
 - i. £10270 + VAT
 - ii. £16108 + VAT
 - iii. £26850 + VAT (oak)
 - iv. £22535 + VAT (softwood)
2. Councillors received an update from the Greens Committee meeting on the 20th July, noting several actions (see report).
3. Councillors resolved to replace the 'Private Track' sign. Quotes to be brought to September's meeting.

18. Tree Survey

1. Councillors received the tree survey and recommendations.
2. Councillors decided the below timescales for the following recommendations:
 - i. High priority - ASAP
 - ii. Medium priority - to be decided September
 - iii. Low priority – to be decided September

19. Gas Works – Thorney Green Road

1. Councillors received information from Cadent on planned works, including some information from the drop-in session on the 27th July. It was noted that
2. Councillors received correspondence

20. Clerk's Report

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

1. Paths to be weeded and Clerk to check whether CIL can be used for churchyard projects
2. Grave can be levelled by family

21. Councillor's Reports

Councillor Bridges reported that positive comments had been received for the wildflowers on the green and that residents had expressed concern about speeding on Church Road.

Councillor Dickson enquired about the process of reducing speeding, which Councillor Stringer explained.

22. Correspondence

Councillors noted correspondence circulated and agreed the following actions:

1. BMSDC Briefing
For Information Only
2. Correspondence regarding cemetery hedge (follow-up from phone call)
FIO
3. NSIP Update
FIO (spreadsheet available on request)
4. Email re. petrol smell in churchyard
FIO
5. Norwich to Tilbury Community Fund & SALC Contact for NSIPs
FIO
6. Email regarding grass cutting & green
Waiting to hear back from grass contractor
7. Email regarding track sign & issues with vehicles
To publish article in Telstar
8. BMSDC Communication regarding Shrubland Hall
FIO
9. Request from Falcons to use green on weekdays
To respond with the following:
 - Sunday – no kick-off before 10 and to be off site by 12. Only 11/13 Sundays
NOT Remembrance Sunday

- Yes to weekdays (with notice) & existing Saturdays + PMs
- Will be reviewed if necessary
- Green hire policy to be reviewed and updated

10. Response to request to adjust stile height on FP29 (stiles very high)

FIO

11. SCC – Publication of Flood Report

FIO

12. Email re. speeding in Church Road

FIO (not PC matter)

13. Invitation to SALC Super Forum

Councillor Voden will attend, along with the Clerk

14. BMSDC notice re. wildflowers

Mounds to be trimmed asap. Clerk to contact contractor

15. Request to use village green for volleyball event

Permission granted

16. Correspondence regarding Cadent Works

FIO (see agenda)

17. BMSDC Briefing

FIO

23. 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

- Land transfers were approved
- Legal advice – liability was received

24. Dates of next meetings

- Parish Council Meeting Thursday 3rd September 2026 7.30pm at the URC Church Hall

Meeting closed 21.51 hrs

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

parishclerk@stowuplandpc.co.uk