

STOWUPLAND PARISH COUNCIL

2 Broomspath Road, Stowupland, Suffolk, IP14 4DB
Tel: 01449 677005 Email: parishclerk@stowuplandpc.co.uk
Chairman: Councillor Jerry Voden Clerk: Mrs Claire Pizzey

Annual General Meeting of STOWUPLAND PARISH COUNCIL
to be held in URC Church Hall on Thursday 9 May at 7.30pm

AGENDA

1. To elect a Chairman of the Council and to receive the Chairman's declaration of acceptance of office
2. To elect a Vice-Chairman of the Council
3. To receive reports from the District, County Councillors and the Police
4. To receive and consider apologies for absences
5. To receive declarations of interests
6. To consider written requests for dispensation relating to disclosable interest
7. To consider and approve the minutes of the Parish Council meetings of April 11 2019 as a true record:
Draft minutes attached
8. **Matters of report:** Circulated with the agenda
9. **Public Forum:** to receive questions of concern from those present
10. To review and appoint committees/Officers and to review the draft Terms of Reference prior to approval at Finance and Policy: Report attached
11. To agree that the council employs a financial advisor at a cost of £195 to produce a pension report to look at the pension providers available to the Parish Council and to remit to the Finance and Policy committee to action: Correspondence attached
12. To agree any action to be taken on works to the tracks at Hunters Moon and Mill Cottages
13. To agree that a member of the council and the clerk has delegated responsibility to move monies when required to comply with the FSCS scheme to protect £85K of the parish money in any one Bank
14. To accept the quote received for the Rights of Way Cutting Schedule 2019: Quote attached
15. To agree to apply to MSDC for CIL 123 money for an Oak Notice Board for Trinity Meadows
16. **Allotment Sub-committee:** No report
17. **Cemetery and Churchyard Sub-committee:** Report attached:
 - To agree to seek quotes for the painting of the doors, air grills, windows and replacement pane of glass for the cemetery building
 - To agree to seek quotes for tree work on the dividing line of trees and shrubs
 - To agree that the area where the laurels were removed are sprayed before the weeds set seed and propose that the grass contractor carries out the work
 - To agree that 3 permanent signs are erected saying "no glass or ceramics to be placed in the cemetery"
 - To agree that an advert is placed for a cemetery caretaker
 - To agree that a letter is written to the owner of a grave to remind them of the Parish's policy on items being left at the cemetery and to write an article in Telstar to remind residents
 - To agree to seek a quote for the work to fill and seed the sunken graves
18. **Community Events Sub-committee:** Minutes from meeting held 4 April attached
19. **Environment Committee:** No report
20. **Finance and Policy Committee:** No report

- 21. Fitness Trail Working Group:** No report
- 22. Footpath Advisory Sub-committee:** Minutes from meeting held 9 April 2019 attached
- 23. Neighbourhood Planning Advisory Sub-committee:**
- To agree a budget of up to £200 to promote the referendum
- 24. Parish Infrastructure Improvement Plan (PIIP) Sub-committee:** No report
- 25. Planning Committee:** Minutes from meeting of 11 and 30 April attached:
- **To consider and agree Council comments on applications made to the Local Planning Authority (MSDC) (please note: in planning matters the Council acts as the consultee of the Principal Authority. The Principal Authority being the deciding body): DC/19/01947: Proposal Planning Application - Erection of 53no. dwellings with associated parking, landscaping and access arrangements (Amendment to scheme approved under Outline 3112/15 and Reserved Matters DC/18/00097) Location: Land At Church Road And Gipping Road, Stowupland, Stowmarket, IP14 4BG**
 - To agree that the clerk finds correspondence relating to the easement across The Green at Pooles Farm and a letter is written to the successful applicant
- 26. Play Park Working Group:** No report.
- 27. Transport, Traffic and Safety Advisory Sub-committee:** No report
- 28. SALC:** No report
- 29. Councillors Reports:** to receive members comments
- 30. Chairman's Report:** No report
- 31. Clerks report:** No report
- 32. To note a summary of correspondence and consider any action:** Correspondence attached
- 33. To approve and authorise April payments (BACS, DD and cheque payments):** Schedule attached
- 34. Dates of next meetings:** Members are asked to note that the next Parish Council meeting is scheduled for 13 June 2019, Finance and Policy for 30 May 2019, PIIP meeting for 30 May 2019, Planning meeting for 30 May 2019 and Community Events 21 May