

# **STOWUPLAND PARISH COUNCIL**

**2 Broomspath Road, Stowupland, Suffolk, IP14 4DB**  
**Tel: 01449 677005 Email: [parishclerk@stowuplandpc.co.uk](mailto:parishclerk@stowuplandpc.co.uk)**  
**Chairman: Councillor: Sally Reeves Clerk: Mrs Claire Pizzey**

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Parish Council Meeting of STOWUPLAND PARISH COUNCIL  
to be held in **Stowupland Bowls Club** on Thursday 12 August at 7.30pm.

The meeting will consider the items set out below. Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk (01449 677005 or email [parishclerk@stowuplandpc.co.uk](mailto:parishclerk@stowuplandpc.co.uk)) at least 24 hours before the meeting so that every effort may be made to provide access.

All Parish Council Meetings are open to the Public and Press Photographing, recording, and broadcasting or transmitting the proceedings of a meeting by any means is permitted. It is our policy that anyone who wishes to do so must speak with the Clerk prior to the meeting.

## **AGENDA**

### **1. Apologies for Absence**

Councillors to note any apologies for absence

### **2. Declarations of Interest**

To receive any Councillors' Declarations of Local Non-Pecuniary Interests

### **3. Dispensations**

To receive any requests for dispensations

### **4. Minutes**

Councillors to review and approve the minutes of the Parish Council meeting 8<sup>th</sup> July 2021

### **5. Matters of report**

To review the matters arising from previous meetings and agree further action

### **6. Public Forum**

The public will be invited to address the Parish Council. Each member of the public will be allowed a maximum of 3 minutes to address the council with their questions.

### **7. To receive reports from the County & District Councillors**

To respond to any questions on reports previously submitted to the Parish Council

### **8. Planning**

- a) Councillors to review and approve a response to the following planning applications:

**DC/21/03837:** Proposal: Householder Application - Erection of two storey rear glazed linked extension (basement and ground floor), single storey side extension. Insertion of new door and

repair/replacement of windows (following demolition of existing extensions) (resubmission of DC/21/01731). Location: 17 Mill Street, Stowupland, Suffolk, IP14 5BL

**DC/21/03838:** Proposal: Application for Listed Building Consent - Erection of two storey rear glazed linked extension (basement and ground floor), single storey side extension. Insertion of new door and repair/replacement of windows (following demolition of existing extensions) works as per Heritage and Design and Access Statements (re-submission of DC/21/01732). Location: 17 Mill Street, Stowupland, Suffolk, IP14 5BL

**DC/21/03923:** Proposal: Householder application - Demolition of existing flat and perspex roofs to the rear elevation and replace with a pitched tiled roof. Removal of chimney. New window to side elevation and bi-fold doors to rear elevation. Location: 39 Sycamore Road, Stowupland, Suffolk, IP14 4DR

- b) Councillors to note the decisions issued by Mid Suffolk District Council:

**DC/21/03036:** Proposal & Location of Development: Householder Application - Erection of a single storey side extension 48 Oxlip Way, Stowupland, Suffolk, IP14 4DT: Planning permission has been GRANTED

**9. To note the minutes from the Finance and Policy Committee and consider the following recommendations:**

- a) Councillors to agree and approve the amendments to the Financial Regulations
- b) Councillors to agree and approve the amendments to the Internal Control Statement
- c) Councillors to agree the updated Parish Infrastructure Improvement Plan (PIIP)
- d) Councillors to agree that the Parish Council accepts the insurance quote from BHIB with Aviva for £1,161.25 effective from 1<sup>st</sup> October 2021

**10. To note report from the Allotment Officer and consider the following recommendations:**

- a) Councillors to agree that the Allotment Officer completes a MSDC Tree and Hedge planting Application for the improvement to the front hedge at the allotment's
- b) Councillors to agree for the quote to clear the ditch and cut back the hedge that runs along the B1115

**11. To note a report from the Cemetery and Churchyard Officers and consider the following recommendations:**

- a) Councillors to agree the specification for the Autumn works to the Cemetery and Churchyard
- b) Councillors to agree quotes 1-6 inclusive for works as detailed in the specification
- c) Councillors to agree a Parish CIL applications for quotes 3 and 4
- d) Councillors to agree that the Cemetery Officer completes a MSDC Tree and Hedge Planting application to include the reinstatement of the hedge at the back of the Cemetery as part of their Biodiversity initiative.
- e) Councillors to agree that quote 7 is held on file pending the Bio-diversity group being up and running and thus an idea of how many volunteers there may be for future planting

**12. To note report from the Footpaths Working Group and consider the following recommendation:**

- a) To agree that the Chairman and Clerk be given delegated powers to appoint a Contractor to complete the first cut of the Rights of Way Programme 2021 with a budget of up to £400.

**13. To note report from the Environment and Greens Sub-Committee and consider the following recommendations:**

- a) Councillors to agree a quote received for the post project to protect The Green
- b) Councillors to agree the quote from NJS Joinery for the cost of £1,146.18 + VAT to construct the no parking signs
- c) Councillors to agree a £2,500 Parish CIL application for the printing, construction and erection of the no parking signs

**14. To note report from the Community Events Committee and consider the following recommendation:**

- a) Councillors to agree a date for an event in memory of those to who have died and to recognise and give thanks to all those that have assisted during the pandemic.

**15. To note the report from the Speed Watch Officer and consider the following recommendation:**

- a) Councillors to agree that the Parish Council accepts the quote from Pic Click for the Bushells Speed gun at a total cost of £243.86
- b) Councillors to agree that the SID device on Church Road by the Primary School is removed and the pole left in situ

**16. Chairman's report**

To note the report and respond to any questions from Councillors and consider the following recommendations:

- a) Councillors to agree that the Parish Council accepts the quote from S&P Trees for a cut to the Playpark hedge and agree to repeat the cut at the same price in October 2021.
- b) Councillors to agree that the Parish Council accepts the quote from S& P Trees for the annual contract for the playpark hedge cutting for 3 years from 2022 to run concurrent with the churchyard contract
- c) Councillors to approve the actions and spend made for the new Parish laptop
- d) Councillors to agree an amendment to the Standing Orders to give the Chair, Vice Chair and Clerk authority to make decisions regarding spend in the event of an emergency

**17. Councillor's report**

Councillors to report any issues

**18. Finance**

- a) Councillors to note receipts received since the last meeting
- b) Councillors to approve the August payments (BACS, DD, and cheque payments)

**19. Correspondence**

Councillors to note correspondence circulated and consider any action

**20. Dates of next meetings**

- a) Finance and Policy is scheduled for Thursday 9<sup>th</sup> September 2021 at 7.30pm Stowupland Bowls Club
- b) Full Parish Council is scheduled for Thursday 23<sup>rd</sup> September 2021 at 7.30pm at the URC Church Hall

**21. To resolve 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**

Solicitors' information

*Claire Pizzey*

Claire Pizzey | Clerk & RFO to the Council

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