

STOWUPLAND PARISH COUNCIL

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

Annual Council Meeting of STOWUPLAND PARISH COUNCIL
to be held in Stowupland URC Church Hall on Thursday 5 May 2022 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) 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. Chairman

To elect a Chairman of the Council and to receive the Chairman's declaration of acceptance of office

2. Vice Chairman

To elect a Vice Chairman of the Council

3. Apologies for Absence

1. Councillors to note any apologies for absence
2. Councillors to vote on acceptance of apologies for absence

4. Declarations of Interest

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

5. Dispensations

To receive any requests for dispensations

6. Minutes

- a) Councillors to review and approve the minutes of the Parish Council meeting of 7 April 2022

7. Matters of report

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

8. 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.

9. To receive reports from the County & District Councillors

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

10. Planning

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

DC/22/01827 - Proposal: Householder Application - Erection of first floor rear extension
(Amended scheme to that granted under DC/21/06402) Location: 31 Trinity Walk, Stowupland,
Suffolk, IP14 4AS

DC/22/01697 - Proposal: Householder Application - Construction of dropped kerb, provision of
parking area associated works. Location: Rosemary , Church Road, Stowupland, Suffolk IP14 4BG

DC/22/01872 - Proposal: Application for Approval of Reserved Matters following grant of
Outline Approval DC/21/04608. Town and Country Planning 2015 - Submission of details for
Appearance, Layout, Landscaping and Scale for erection of 2No dwellings. Location: 20 Saxham
Street, Stowupland, Stowmarket, Suffolk IP14 5DA

DC/22/02091- Proposal: Application for Outline Planning Permission (Access points to be
considered, Appearance, Layout, Landscaping and Scale to be reserved) Town and Country
Planning Act 1990 - Erection of 14No dwellings (including 5 affordable homes and 4 self-
builds). Location: Land On The South East Side Of, Church Road, Stowupland, Suffolk

DC/22/02121 - Proposal: Householder Application - Erection of a side/rear extension.
Location: Appleton, Church Road, Stowupland, Stowmarket Suffolk IP14 4BG

DC/22/02122 - Proposal: Application for Listed Building Consent - Erection of a
side/rear extension and internal alterations to include the addition of a shower room on the first
floor. Location: Appleton, Church Road, Stowupland, Stowmarket Suffolk IP14 4BG

DC/22/02174 - Proposal: Householder Application - Erection of two storey side extension and
single storey porch. Location: Century Cottage, Thorney Green Road, Stowupland, Stowmarket
Suffolk IP14 4AJ

2. Councillors to note the decisions issued by Mid Suffolk District Council:
None received

11. Statutory Business

1. Councillors to adopt the Local government Association (LGA) Model Councillor Code of conduct
2020 <https://local.gov.uk/publications/guidance-local-government-association-model-councillor-code-conduct>
2. Councillors to review the terms of reference for committees
3. Councillors to confirm the appointment of Environment & The Green Sub-Committee
4. Councillors to confirm the appointment of Parish Councillors on the following Committees:
Finance and Policy Committee, Community Events Committee, Environment & The Green Sub-
Committee, PIIP Sub-Committee, Trim Trail Working Group
5. Councillors to confirm the appointment of Parish Council Representatives on the following
Bodies: Village Hall Management Committee

6. Councillors to confirm the following Parish Appointed Positions: Allotment Officer, Cemetery & Churchyard Officer, Emergency Planning Officer, Footpath Officer, Play Park Officer, Planning Officer, Speed Watch Officer, SALC Representative, School Liaison Representative, Telstar Representative and Tree Warden,
7. Councillors to confirm the continuation of the appointment of the Clerk to the Council as the Responsible Financial Officer
8. Councillors to review of the Council's expenditure incurred under s.137 of the Local Government Act 1972
9. Councillors to approve the revised meeting timetable for 2022-23

12. Finance and Policy

Councillors to note the minutes from the meeting of 28th April 2022

1. Councillors to approve the budget to actual figures for the year ending 31st March 2022
2. Councillors to approve the Statement of account for the year ending 31st March 2022
3. Councillors to approve the Statement of Reserve for the year ending 31st March 2022
4. Councillors to approve the asset register for the year ending 31st March 2022
5. Councillors to approve the Bank Reconciliation for the year ending 31st March 2022
6. Councillors to approve the annual return figures for the year ending 31st March 2022 and explanation of variances
7. Councillors to approve the Neighbourhood CIL Expenditure Report 2021-22
8. Councillors to approve the adoption of the Website Accessibility Policy V1.1
9. Councillors to approve that a direct debit payment is set up for the Barclaycard payments

13. Community Governance Review

Councillors to consider the report on the Community Governance Review and respond to any questions

14. East Anglia Energy Enablement (Green)

Councillors to consider a response to the first stage of the consultation

<https://www.nationalgrid.com/electricity-transmission/network-and-infrastructure/infrastructure-projects/east-anglia-green>

15. Queens Platinum Jubilee

1. Councillors to agree that a portable toilet is provided for the event
2. Councillors to agree a cost of £800 for the purchase and install of a bench to be situated on The Green to commemorate the Queens Platinum Jubilee
3. Councillors to agree a budget of £100 for the purchase of a tree to commemorate the Queens Platinum Jubilee
4. Councillors to agree a cost of £50 for a mounted Jubilee Tree Plaque
5. Councillors to agree a budget of up to £2,500 for the Queens Jubilee Picnic and beacon event and that the money is taken from the Community Events reserve

16. Chairman

Councillors to note the Chairman report and respond to any questions

1. Councillors to agree the increase in hourly rate for the Cemetery Caretaker
2. Councillors to agree that a quote is sought to remove the stump and then replace the lost tree in the Autumn planting period

17. Clerk

Councillors to note the clerks report and respond to any questions

18. Finance

1. Councillors to note receipts received since the last meeting
2. Councillors to approve the May payments (BACS, DD, and cheque payments)

19. Councillors Reports

Councillors to report any issues

20. Correspondence

Councillors to note correspondence circulated and consider any action

21. Dates of next meetings

1. Annual Council Meeting Thursday 9 June at 7.30pm at URC Church Hall
2. Finance and Policy Meeting is scheduled for Thursday 28 July at 7.30pm at URC Church Hall

22. 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

1. Solicitor correspondence

Claire Pizzey

Claire Pizzey | Clerk & RFO to the Council

Tel: 01449 677005 | Email: parishclerk@stowuplanpc.co.uk