

STOWUPLAND PARISH COUNCIL

Laburnham Cottage, Stowupland Road, Stowmarket, Suffolk, IP14 5AW

Email: parishclerk@stowuplandpc.co.uk

Chairman: Councillor: Donna Bridges

STOWUPLAND PARISH COUNCIL are summoned to attend the
Parish Council Meeting of STOWUPLAND PARISH COUNCIL
to be held in Stowupland **URC Church Hall** on Thursday 1st May 2025 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 (07704 701095 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

Councillors to review and approve the minutes of the Parish Council meeting of 3rd April 2025

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 a report from the County Councillor Keith Welham

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

10. To receive a report from the District Councillor Janet Pearson

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

11. Planning

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

DC/25/01639

17 Mill Street, Stowupland, Stowmarket, Suffolk IP14 5BL

Application under Section 19 of The Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended) for DC/21/0693 dated 30/03/2022 -To vary condition 2 (Approved Plans and Documents) - existing lobby and roof structure to be retained and the existing roof overhang enlarged to create a sheltered entrance to the lobby. as per revised details and plans.

DC/25/01774

Land Adj 20 Saxham Street, Stowupland, IP14 5DA

Application under Section 73 of The Town and Country Planning Act for Outline Planning Permission DC/21/04608 and Reserved Matters DC/22/01872 (2no dwellings) for variation of Condition 2 (approved plans and documents) for Plot 1 only

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

DC/22/06200

Land south west of Rendall Lane, Stowupland

Full Planning Application - Erection of a Factory (B2 - General Industrial) with offices.

Planning application was REJECTED

DC/25/00191

Grange Farm Cottage, Saxham Street, Stowupland, Stowmarket Suffolk IP14 5DA

Householder Application - Erection of an outbuilding/workshop.

Planning permission was GRANTED

12. Finance

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

13. Accounts 2024-25

1. Councillors to approve the Budget to Actual figures for the year ending 31st March 2025
2. Councillors to approve the Statement of Reserve for the year ending 31st March 2025
3. Councillors to approve the Asset Register for the year ending 31st March 2025
4. Councillors to approve the Bank Reconciliation for the year ending 31st March 2025
5. Councillors to approve the Neighbourhood CIL Expenditure Report 2024-25
6. Councillors to review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 for the year ending 31st March 2025

7. Councillors to note that the Bank Mandate has been reviewed and to approve for 2025-26 (pending current changes to Nationwide account to add the Clerk as signatory)

14. VAT Return

Councillors to note that a VAT return for the period 01.01.2025-31.03.2025 has been filed, at a value of £1066.36. This was received on the 22nd April 2025 (see Item 12).

15. Statutory Business

1. Councillors to review the terms of reference for committees
2. Councillors to confirm the appointment of Parish Councillors on the following Committees for 2025-26: Environment & The Green Sub-Committee, PIIP Working Group, Trim Trail Working Group
3. Councillors to confirm the appointment of Parish Council Representatives on the following Bodies for 2025-26: Village Hall Management Committee
4. Councillors to confirm the following Parish Appointed Positions for 2025-26: 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
5. Councillors to confirm the continuation of the appointment of the Clerk to the Council as the Responsible Financial Officer for the financial year 2025-26

16. Play Park

Councillors to note receipt of the inspection report and decide any actions required.

17. Repositioning of Village Sign

Councillors to discuss the repositioning of the village sign as a result of planned road reconfiguration and:

1. Decide a method for removal & repositioning
2. Decide a new position

18. Water Markers

Councillor to approve/reject Old Newton's placement of water markers within the boundary of Stowupland Parish.

19. Clerk's Report

Councillors to note the report from the Clerk and make any comments

20. Councillor's Reports

Councillors to report any issues

21. Correspondence

Councillors to note correspondence circulated and consider any action

22. Dates of next meetings

1. Annual Parish Meeting Wednesday 21st May 2025 7.00pm at the URC Church Hall
2. Parish Council Meeting Thursday 5th June 2025 7.30pm at the URC Church Hall

23. 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. Agreement of payscale & work hours

Rachel Belcher-Nairn, Clerk to the Council

Tel: 07704 701095 | Email: parishclerk@stowuplandpc.co.uk